Please review certain UI faculty and staff members are required to complete an Annual Disclosure of Outside Activities, and the existence of a conflict of interest is not always clear-cut. University employees are expected to make a reasonable effort to determine whether their activities create, or appear to create, such conflicts. If there is any uncertainty, employees should consult their departmental executive officer (Dean) or equivalent, or supervisor.

CONFLICT OF INTEREST IN EMPLOYMENT (NEPOTISM)

Generally, a conflict of interest in employment can arise when two individuals who have a current or former relationship continue the work setting in a position where one can make decisions affecting the employment status of the other. This could make it difficult for the individual with the decision-making responsibility to be objective, or it may create the appearance, to a reasonable third-party, that such an individual may not be objective.

To review the complete policy, please see the (1) Operations Manual.

CONFLICT OF COMMITMENT

A conflict of commitment involves a situation in which a faculty or staff member engages in an “external activity” (see II-18.4d for definition), which requires time and/or effort such that the activity interferes, or appears to interfere, with fulfillment of the faculty or staff member’s obligations to the university.

To review the complete policy, please see the (1) Operations Manual.

UI HEALTH CARE CONFLICT OF INTEREST POLICY

The success of University of Iowa Health Care depends on a talented and creative faculty and staff who are engaged, national, and international recognition for their contributions to teaching, research, clinical care, and the advancement of their diverse and specialized scientific specialties. As a result of their expertise and experience, faculty and staff have opportunities to engage in professional activities outside University Health Care Participation in these activities may also create real or potential conflicts of interest and conflicts of commitment. UI Health Care must continue to make it possible for faculty and staff to advance teaching, service, and research through collaborations with industry in a manner that avoids real or perceived conflicts of interest or commitment.

To review the complete policy, please see the (1) Conflict of Interest Policy.

PURCHASING CONFLICTS OF INTEREST

A conflict of interest in purchasing arises when a faculty or staff member or its relatives, include university employees, and members of their immediate family may not accept gifts valued at more than $3 from restricted donors. “Restricted donors” includes donors (see policy for definition), which requires time and/or effort such that the activity interferes, or appears to interfere, with fulfillment of the faculty or staff member’s obligations to the university.

To review the complete policy, please see the (1) Operations Manual.

PROHIBITION OF GIVING AND RECEIVING GIFTS (“GIF LAW”)

Under Iowa state law (Iowa Code Chapter 641), public employees (which includes university employees) and members of their immediate families may not accept gifts valued at more than $3 from restricted donors (see policy for definition of “gift” and “restricted donor”). “Restricted donor” includes supervisors and has been interpreted broadly to include students in arts classes and graduate student advisors.

To review the complete policy, please see the (1) Operations Manual.

ROYALTIES FROM COURSE MATERIALS

Faculty members should not profit from recommending or requiring the purchase of course materials by their students. Faculty members who receive royalties from the sale of course materials to their students should either refund the money to the students or make other arrangements to avoid profiting from their students’ use of the materials (e.g., transferring the funds to the UI Center for Advancement).

To review the complete policy, please see the (1) Operations Manual.

ANNUAL DISCLOSURE OF OUTSIDE PROFESSIONAL ACTIVITIES AND INTERESTS

To ensure that all academic, health, business, research, and service endeavors are free of potential or actual conflicts of interest, the University of Iowa requires all university employees to disclose any potential or actual conflicts of interest in advance of initiating an activity or when the employee, in the exercise of reasonable diligence, first becomes aware of the conflict or the potential for one. Additionally, certain UI faculty and staff members are required to complete an Annual Disclosure of Outside Professional Activities and Interests by April 30th each calendar year.

Determinations to determine if you are a UI employee who is required to complete an Annual Disclosure of Outside Professional Activities and Interests.