

**Sam Houston State University**  
**Academic Policy Statement 950809**  
Conflict of Interest Policy  
Pertaining to Sponsored Projects

**ATTACHMENT B**

The following list of examples is intended to serve as a set of guidelines for identifying potential conflicts of interest and commitment. It is not intended as a comprehensive list of all potential situations that could present faculty/staff members and the university with difficulty.

**1. ACTIVITIES THAT ARE CLEARLY PERMISSIBLE**

- a. Acceptance of royalties for published works and patents, or of honoraria for commissioned papers and lectures.
- b. Service as a consultant to outside organizations, provided that the time of the commitment does not exceed the current university policy, and that the arrangement in no way alters the faculty/staff member's commitments incurred in the university's execution of a sponsored agreement on the faculty/staff member's behalf.
- c. Service on boards and committees of organizations, public or private, that does not distract unduly from the faculty/staff member's obligations to the university or that does not interfere or appear to interfere with a faculty/staff member's ability to conduct work under sponsored agreements objectively.

**2. ACTIVITIES THAT PRESENT THE POTENTIAL FOR CONFLICT**

- a. Relationships that might enable a faculty/staff member to influence the university's dealings with an outside organization in ways leading to personal gain or improper advantage for the faculty/staff member, or his or her associates family members. For example, a faculty/staff member or family member could have financial interest in an organization with which the university does business and could be in a position to influence relevant business decisions. Ordinarily, making full disclosure of such relationships and making appropriate arrangements to mitigate potential conflicts would resolve such problems.
- b. Situations in which a faculty/staff member directs students into a research area from which the faculty/staff member may realize a financial gain. In such situations, the ability of a faculty/staff member to render objective, independent judgment about the students' scholarly best interests may be diminished.

**3. ACTIVITIES THAT ARE VERY LIKELY TO PRESENT CONFLICTS**

- a. Using for personal profit of unpublished information emanating from sponsored agreements or confidential university sources, or assisting an outside organization by giving it exclusive access to such information; or consulting with outside organizations that impose obligations upon the faculty/staff member or the university that conflict with

the faculty/staff member or The Texas State University System Intellectual Property Policy or with the university's obligations under sponsored projects.

- b. Conducting a substantial body of research elsewhere to the detriment of SHSU and its legitimate interests, especially when the research could and ordinarily would be carried on at SHSU.
- c. Sponsored activities that a faculty/staff member undertakes on an individual basis that:
  - 1. Involves the university significantly through the use of its resources, facilities, or the participation of academic colleagues, students, and staff;
  - 2. Involves the use of the university's name or implied endorsement, or
  - 3. Violates any of the principles set forth in the *Faculty Handbook* or *Academic Policy Manual* (for example, giving the outside organization the right to censor or prohibit publication rights for research, any part of which is performed under university auspices).

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[Attachment A: Disclosure Form](#)