

## **Appendix A2**

### **Board of Regents United Faculty of Florida Collective Bargaining Agreement, July 1, 1998**

#### **Article 19 Conflict of Interests/Outside Activity**

##### 19.1 Policy.

- (a) An employee is bound to observe, in all official acts, the highest standards of ethics consistent with the code of ethics of the State of Florida (Chapter 112, Part III, Florida Statutes) the advisory opinions rendered with respect thereto, Board rules, and university rules. Other provisions of State law govern obligations and responsibilities of employees who receive State compensation in addition to their annual salary (see Section 240.283, Florida Statutes).
- (b) Nothing in this Article is intended to discourage an employee from engaging in outside activity in order to increase the employee's professional reputation, service to the community, or income, subject to the conditions stated herein.

##### 19.2 Definitions.

- (a) "Outside Activity" shall mean any private practice, private consulting, additional teaching or research, or other activity, compensated or uncompensated, which is not part of the employee's assigned duties and for which the university has provided no compensation.
- (b) "Conflict of Interest" shall mean:
  - (1) any conflict between the private interests of the employee and the public interests of the university, the Board of Regents, or the State of Florida, including conflicts of interest specified under Florida Statutes; or
  - (2) any activity which interferes with the full performance of the employee's professional or institutional responsibilities or obligations.

##### 19.3 Conflicts of Interest Prohibited.

Conflicts of interest, including those arising from university or outside activities, are prohibited. Employees are responsible for resolving such conflicts of interest, working in conjunction with their supervisors and other university officials.

19.4 Report of Outside Activity.

- (a) Any employee who proposes to engage in any outside activity which the employee should reasonably conclude may create a conflict of interest, or in any outside compensated professional activity, shall report to the employee's supervisor, in writing, the details of such proposed activity prior to engaging therein.
- (b) The report, as described in paragraph 19.4(a), shall include, where applicable, the name of the employer or other recipient of services; the funding source; the location where such activity shall be performed; the nature and extent of the activity; and any intended use of university facilities, equipment, or services.
- (c) A new report shall be submitted for outside activity previously reported at:
  - (1) the beginning of each academic year for outside activity of a continuing nature; and
  - (2) such time as there is a significant change in the outside activity (nature, extent, funding, etc.).
- (d) The reporting provisions of this section shall not apply to activities performed wholly during a period in which the employee has no appointment with the State University System.
- (e) Any outside activity which falls under the provisions of this Article and in which the employee is currently engaged but has not previously reported, shall be reported within 60 days of the execution of this Agreement and shall conform to the provisions of this Article.

19.5 Expedited Grievance Procedure.

- (a) In the event the proposed outside activity is determined to constitute a conflict of interest and the employee disagrees with that determination, the employee may file a grievance under the expedited grievance procedure contained in Article 20.
- (b) The employee may engage in such outside activity pending a resolution of the matter pursuant to paragraph 19.5(a).
- (c) If the resolution of the matter is that there is a conflict of interest, the employee shall cease such activity immediately and may be required to turn over to the university all or part of compensation earned therefrom.

- 19.6 Use of University Resources. An employee engaging in any outside activity shall not use the facilities, equipment, or services of the university in connection with such outside activity without prior approval of the President or representative. Approval for the use of university facilities, equipment, or services may be conditioned upon reimbursement for the use thereof.
- 19.7 No University Affiliation. An employee engaging in outside activity shall take reasonable precautions to ensure that the outside employer or other recipient of services understands that the employee is engaging in such outside activity as a private citizen and not as an employee, agent, or spokesperson of the university.