

Consulting Management Committee
January 13, 2012
1:00- 2:00 p.m.
Meeting Outcomes

Present: A. De Blas (Co-Chair), J. Hepworth (Co-Chair), M. Breland, A. Rosman,
and T. Van Hoof

Staff: C. Dunnack, E. Passan, S. Reis, and S. Wetstone

Actions:

1. C. Dunnack introduced Dr. Michelle Breland, Assistant Professor of Pharmacy Practice, and welcomed her to the Committee.
2. A motion was made by A. Rosman to appoint Angel De Blas as the Storrs Co-Chair to the Consulting Management Committee. Seconded by M. Breland, passed unanimously for approval by the three Storrs committee members.
3. The minutes of the June 10, 2011 and October 7, 2011 meetings were approved: motion by J. Hepworth, seconded by A. De Blas, passed unanimously for approval.
4. Revisions for decision #9: M. Breland asked for clarity regarding faculty speaker(s) acknowledging pharmaceutical company sponsors via the one time use of name or logo on educational materials used during their presentations. In addition, there are times when a professional society requires the use of a master slide template that includes their name and logo. The former is actually a good CME practice (making sure the audience is aware that the speaker is being paid by industry). The latter is not perceived as having a CoI risk. The Committee agreed that specific language should be added to the policy so faculty members are not impacted negatively in the future. S. Wetstone will such draft language. The Committee agreed that this item could be handled by an email meeting since the February meeting is being cancelled and we don't want to wait until the March meeting to finalize this item.
5. Teaching Elsewhere policy: As previously discussed by the Committee, this policy is perceived as being overly restrictive, especially since it is ambiguous in defining the amount of teaching, what a credit course is, and whether the audience is an important consideration. Also, while the Provost's Office has issued exemptions in the past, there isn't any mention of a formal exemptions process in the policy. S. Reis agreed to either

revise the policy to address these concerns or to consider eliminating it altogether since the policy basically is intended to prevent a faculty member from competing with the University for work it would prefer to do and that concept is already included in the Consulting Policy. S. Reis will speak with Provost Nicholls accordingly. Final outcomes will be presented at the next CMC meeting.

6. Competition with the University: This has been a main point of focus on several audits and as part of one management response, the Provost's Office agreed to convene a committee that could advise department heads, deans, and the Provost designees about what might represent competition with the University. The CMC has also discussed developing a set of screening questions to help identify such situations. S. Reis will address outstanding issues directly with Cheryl Chiaputti, Director of Audit Services and report back to the Committee.
7. Management Exempt policy on consulting: Since this item was last discussed by the Committee, the actual wording of this policy was posted. S. Wetstone noted several problems with the policy including it has misinformation in it and that it is confusing as written and may lead to claims of inconsistent treatment. He proposed revisions of the original language that capture the intent of the original policy. S. Reis to discuss the new language with Provost Nicholls, and if/once approved, will email the Committee with the final document and post to the faculty consulting website.
8. FY11 Faculty Consulting Program annual report: S. Wetstone reported the Faculty Consulting Offices (FCO) processed about the same amount of requests as last year. The FCOs have seemingly had good success with requesting final reconciliation reports from faculty. This has made the final reporting for this report much easier.
9. Audit Report #11-07: The University auditors conducted this report and only identified minor situations that were shared with the Committee. S. Reis and S. Wetstone thanked the Committee for their help and advice over the past year.
10. Oversight Committee Report: S. Wetstone remarked the Oversight Committee was pleased with the work of the Faculty Consulting Program including the Faculty Consulting Offices and the Consulting Management Committee. The Oversight Committee encourages the University to finalize the draft policy at the UConn Health Center regarding interactions with industry (i.e. medical vendors). As last year, it recommends moving from two to one audit per fiscal year. S. Reis remarked that as one University, the medical vendors' policy could affect the Storrs campus, and she will discuss this issue with Rachel Rubin. S. Wetstone will forward the draft policy to S. Reis.

11. Delegates for Chairs: The Committee discussed the possibility of allowing administrative assistants to serve as delegates for a department chair's approval of faculty consulting forms. The linchpin of the consulting system is the review by the department head who is in the best position to understand the work expectations of the faculty, how well they perform that work, and whether the addition of consulting might impair such work from being fully performed. The chairs also must consider whether the faculty member is competing with the department. While some administrator officers might be able to conduct such a review, most would not. S. Reis remarked that due to a previous conversation with Elaine Zincavage, University Auditor to faculty consulting, this process would not be allowed at the Storrs campus. Delegates for department heads must be persons viewed as Associate Deans or Associate Department Heads, even if they do not carry that title. The Committee agreed that the department head's authority should not be delegated to administrative personnel. The Committee then discussed the difficulties some department heads have with the on-line system and asked whether improvements can be made to OFCAS to facilitate the process. S. Reis and S. Wetstone need to schedule a meeting to determine the status of the phase 2 revisions for OFCAS and in this meeting with Mike Oatley, Director of the Faculty Consulting Online implementation team, will discuss additional requests such as allowing administrative assistants to print a hard copy of the faculty consulting request form for review by the Dean/Department who would then sign their approval on the hard copy, and the administrative staff support would enter such approval into the online system.
12. Update on OFCAS: In general, neither campus has experienced consistent problems with the servers. The UConn Health Center is working with M. Oatley on two Departments that currently may not use the online faculty consulting system. OFCAS is having difficulties because the two department heads involved are not University employees (i.e. the work for affiliated institutions). This problem needs to be corrected promptly. S. Wetstone will review all of CMC's prior decisions to determine if they need to be modified due to the use of OFCAS and the new threshold used for individual conflict of interest in research (i.e. \$5,000 instead of \$10,000).

Respectfully submitted,

Cathi Dunnack