Consulting Management Committee  
October 12, 2012  
1:00- 2:00 p.m.

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

Staff: B. Murray, E. Passan, S. Reis, S. Wetstone

**Actions:**

- The minutes of the September 14, 2012, were approved: motion by T. Van Hoof, seconded by A. De Blas, passed unanimously for approval.

- S. Reis noted the need to replace A. Rosman on the committee, as he has accepted an administrative position at another institution. The Provost’s Office will begin contacting prospective members.

- Recent Draft Audit:
  
  a. Reconciliation problems occurred during 9/1/11-9/15/11; they were resolved by 9/30/11, but the reconciliation deadline was never officially extended by the Provost. S. Reis appealed this issue to the auditors, and it will be removed from the report.
  
  b. The report addressed issues of faculty being paid for 100% of their time over on grants and traveling while consulting.
     
     i. Faculty members often travel during the summer for grants; this is a time and effort issue, where faculty have no defined work time; during the summer, faculty have no other official assignments. The important question is: Can you get your job done? S. Reis will discuss this issue with senior administration and the auditors. J. Hepworth noted that faculty responsibilities are broader than 8 a.m. – 5 p.m. The concern is that consulting should not compete or interfere with a faculty member’s regular duties.
     
     ii. Consulting work (grant proposal review) is often expected with certain grants (NIH).

  c. Auditors are aware of the Sunshine Provision of the Affordable Care Act, and the auditors would like the CMC to actively seek out violators.
     
     i. There is a January 2013 deadline for S. Reis, S. Wetstone, M. Eagen, K. Wallace, I. Mauriello to establish policies and procedures for violations.

- Consistency Across Campuses:
  
  a. Storrs and UCHC will work together to develop consistent guidelines for the use of idle, non-consumable resources (i.e. email, telephone, office).
• Conflict of Interest Policy Committee:
  a. K. Fearney has gone through all policies relating to COI
  b. With the Provost’s Office, a website will be developed on the Faculty & Staff Resource guide, focusing on COI (and consistency with UCHC).

• University Conflict of Interest Committee (High Risk)
  a. University-wide Conflict of Interest Committee in Consulting will be formed, through an agreement with the Provost’s Office, JACC, and the University Auditors. There is a December 31 deadline to establish the committee; June 30 deadline to review all applicable high-risk cases.
  b. This committee would be a sub-committee of the COI Policy Committee.
  c. K. Fearney will chair this committee.
  d. The following employees will be asked to join the Committee: M. Boyer, M. Eagen, K. Fearney, A. Harnisch, A. Howell, R. McCarthy, F. Nichols, S. Reis, J. Small, K. Wallace, N. Wallach, S. Wetstone, R. Zangari

• OFCASE Update:
  a. Reconciliation is moving along on both the Storrs and UCHC campuses.

• Dean & Department Head Training:
  a. Dean training has taken place on the Storrs campus
  b. Department Head training is being prepared.
  c. UCHC makes training mandatory for their Deans and Department Heads.

Respectfully submitted,

Brandon L. Murray