

Consulting Management Committee
September 14, 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. Wetstone

Actions:

- The minutes of the April 13, 2012, were approved: motion by T. Van Hoof, seconded by A. De Blas, passed unanimously for approval.
- Update on OFCAS:
 - a. While University faculty and consulting staff were adjusting well and getting comfortable with the online approval system, there have been a few issues. While developing a second version, test emails were sent out for reconciliation and some faculty submitted new requests in the test system. The workflow system crashed in late August, prompting the early and unexpected launch of version 2.
 - b. UITS and the FCOs uploaded hardcopy information on consulting activities into OFCAS for reconciliation.
 - c. Reconciliations now show individual requests, instead of a single block of activities.
 - d. The auditors understand these technical difficulties and how they may delay the approval process.
- Update on Audit Reports:
 - a. Audit findings continue to focus on the need for review of possible Conflict of Interest in “high risk” situations (e.g. people who own the business they consult for)
 - b. 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-riskcases.
 - c. The Office of Audit, Compliance, and Ethics is also forming a committee on developing an University-wide Policy on Conflict of Interest. A De Blas asked if there will be overlap between the two committees; the OACE committee will look at other COI issues, not just consulting.
 - d. Audit findings also focused on the results of interviews conducted with department heads and staff. Some department heads are not taking the consulting system seriously. The management responses will be mandatory department head training.
 - e. In the future, there will be a single audit per year, instead of two.
- New Disclosure Laws:

- a. Disclosure requirements will be much stricter; failure to disclose will result in penalties.
- b. The Affordable Care Act requires private companies to list, publically, the names of faculty that receive monies for certain kinds of consulting.
- c. Karen Wallace, Scott Wetstone, Sally Reis, and Michael Eagen are creating an approach for addressing problem violations.

J. Hepworth proposed a motion that the Committee will respond to information that violates consulting policies, not seek out violations. A De Blas seconds; motion passes unanimously.

- Consistency Across Campuses:
 - a. There are different rules on campuses for the use of University offices, telephones, and email for consulting activities. This need to be addressed and aligned.

Updates to the Faculty Consulting policies and procedures will be presented at the November 7 Board of Trustees meeting.

Respectfully submitted,

Brandon L. Murray