UNIVERSITY OF CENTRAL FLORIDA
POTENTIAL OUTSIDE ACTIVITY, EMPLOYMENT, AND CONFLICT OF INTEREST AND COMMITMENT FACULTY REPORT (AA-21)

Reporting Period: 08/08/2009 - 08/07/2010

Purpose:
The purpose of this disclosure statement is for all benefits accruing faculty members, including faculty administrators and researchers, to ensure that no unresolved conflict exists between primary university commitments and outside activities, interests, and commitments. This statement conforms with Florida Statutes; policies of the Board of Governors (BOG) and the University of Central Florida (UCF); provisions of the Board of Trustees-United Faculty of Florida Collective Bargaining Agreement; and current federal guidelines requiring disclosure for professional activities of faculty members, administrators, and investigators. This statement establishes specific facts to help your supervisor and other appropriate university officials determine whether a potential conflict exists so they can manage or eliminate the problem when possible. If a conflict is identified upon review by your supervisor or other appropriate university officials you will be notified and the conflict must be resolved.

Procedure:
This form must be completed at least annually, regardless of whether or not the faculty member has any outside activities, interests, or commitments to report. Failure to disclose the required information in a timely fashion is insubordinate and subject to disciplinary action up to termination of your employment with the university. A new disclosure form must also be submitted at any subsequent point during the reporting period that it becomes necessary to disclose any new or anticipated outside activity, interest, or commitment that has occurred or is expected to occur during that reporting period. Timely and complete disclosure of outside activities and potential conflicts of interest and commitment protects you from suspicion and accusations of breach of academic integrity. Information on policies, regulations, and requirements, as well as directions for completing the potential conflicts of interest & commitment form and the review process, is available on the Office of Faculty Affairs website. A list of definitions for some of the terms referenced below is available by selecting the linked words. For assistance you may also contact the Potential Conflicts Administration email, PCA@mail.ucf.edu

NOTE: For each question answered "Yes", all sub-questions that appear are required and must be answered. Upon answering all sub-questions, use the "Add Response" button to submit your answers to the question. Multiple responses may be submitted to each question.

Sponsored Research
Questions 1, 2 & 3 apply to faculty who have and/or plan to receive funding for sponsored research & training during the current reporting period. Please answer "No" if you have not received and/or do not expect to receive sponsored research & training funding during the current reporting period.

1. During the current reporting period do you have and/or plan to receive a sponsored research or training award and will you or members of your immediate family expect to receive a combined remuneration from a single source in the amount of $10,000 or more for research & development services conducted by you within your field or discipline from sources other than the university? For this question only you do not need to include income from seminars, lectures or teaching engagements sponsored by public or non-profit entities; or income from service on advisory committees or review panels for public or non-profit entities.

Response: O Yes O No

2. During the current reporting period do you have and/or plan to receive a sponsored research or training award and will you or members of your immediate family, in aggregate, have or expect to receive more than 5% ownership interest (equity) in any single entity for your research &

development activity at the university?

Response:  

3. During the current reporting period do you have and/or plan to receive a sponsored research or training award and will you or members of your immediate family receive more than $10,000 from advanced payments and/or other compensation from intellectual property rights (patents, copyrights, trademarks) from a single entity for your research & development activity at the university? You do not need to include royalties or compensation received from the UCF - Research Foundation, and/or from intellectual property made by you while a UCF employee outside your field or discipline in which you are employed, and/or for which no University support has been used (independent efforts). Consulting, professional or other services related to your academic or professional discipline should be reported in question 8.

Response:  

Use of UCF Students, Personnel, or Other University Resources (e.g., equipment, facilities, supplies) in Outside Activities

4. During the current reporting period do you intend to use the services of UCF students or personnel for whom you have supervisory or evaluative responsibilities at UCF, in carrying out any outside activity?

Response:  

5. During the current reporting period do you intend to use other UCF resources (e.g., equipment, facilities, supplies) or services (including information technology resources) in carrying out any outside activity? You do not need to report incidental use of such resources.

Response:  

Other Activities, Interests and Commitments

6. During the current reporting period will you hold or do you expect to run for political office?

Response:  

7. During the current reporting period do you intend to engage in any teaching activity external to UCF (e.g., courses, workshops, lectures, training)?

Response:  

8. During the current reporting period will you receive royalties, advanced payments, or other compensation from an external entity or engage in consulting, professional, or other services not reported elsewhere in this document, (e.g., textbook, novel, play, artwork) that relate to your academic or professional discipline? You do not need to report work completed for professional discipline-related associations (e.g., serving as an officer of your academic discipline's national association; a journal editor; or on a national peer review committee). Sponsored activity compensation should be reported in question 3.

Response:  

Florida State Conflict of Interest Standards of Conduct

Florida State conflict of interest statutes (FS 112.311) requires that no employee shall have any interest, financial or otherwise, direct or indirect; engage in any business transaction or professional activity; or incur any obligation of any nature which is in substantial conflict with the proper discharge of his or her duties in the public interest. In concert with the Florida Statute please answer the following Standards of Conduct (FS 112.313) questions:

9. During the current reporting period do you intend, as a UCF employee, to authorize business transactions with an entity in which you or your immediate family are an officer, partner, director or proprietor of the entity, have a material interest (direct or indirect ownership) of more than 5% of the total assets or capital stock of the business entity, and/or hold any employment or contractual relationship with the entity?

Response:  ○ Yes  ○ No

10. During the current reporting period do you intend to hold any employment or contractual relationship and/or engage in other activities, not previously reported on this form, in excess of your assigned teaching, research, and/or service responsibilities (e.g., serving as a director and/or board member, officer, partner, agent or in any managerial position with an entity external to the university) that may:

- lead an independent observer to suggest that a conflict of interest or commitment might exist
- require frequent or prolonged absences from the university on non-university business
- engage a substantial portion of the time you are expected to spend on assigned duties or university related activities
- create a continued or frequently recurring conflict between your private interests and the performance of your university employment responsibilities

You do not need to report work completed for professional discipline-related associations (e.g., serving as an officer of your academic discipline's national association; a journal editor; or on a national peer review committee; or other activity related to your UCF assigned duties).

Response:  ○ Yes  ○ No

I certify that the outside employer or recipient of services understands that I am engaging in such outside activity as a private citizen, not as an employee, agent, or spokesperson of the university. I further certify that the statements and disclosures provided herein are current, accurate, and complete, and understand that any false or misleading representations may result in disciplinary action up to and including termination of my employment.

Test Account

PRINT Name

Date