POLICY MEMORANDUM

No. I-35

Conflict of Interest

University employees shall faithfully discharge their duties and shall refrain from knowingly engaging in any outside matters of financial interest incompatible with the impartial, objective, and effective performance of their duties. They shall not realize personal gain in any form that would influence improperly the conduct of their University duties. They shall not knowingly use University property, funds, position, or power for personal or political gain. They shall inform their supervisors in writing of reasonably foreseen potential conflicts.

University employees shall make a full disclosure in writing of their present or proposed outside financial interests by logging into eCompliance and submitting a Conflict of Interest/Conflict of Commitment Disclosure Form, which will be reviewed and approved and provided to the Missouri S&T Conflict of Interest Officer for filing in a registry located for public scrutiny and appropriate follow-up action in the following circumstances:

- When a University employee engages in any outside matters of financial interest incompatible with the impartial, objective, and effective performance of their duties; such as, when it is proposed that the University enter into (a) contracts for the sale of goods or services, or (b) research contracts, or (c) other contracts, including those for technological transfer, with private firms or corporations in which a University employee knows he or she has a direct or indirect financial interest.

- When the financial interest of the University employee in the private firm or corporation is such that it could influence the decision-making process of the private firm or corporation and the employee could also influence the decision-making process of the University in entering into or performing the contract.

- Realize personal gain in any form that would influence improperly the conduct of their University duties.

- When there is a change in the University employee's financial interest during the course of such contracts.

- When an employee enters into a business activity that overlaps with the University's teaching, research, or service missions; such as, when an employee of the University teaches either credit or non-credit courses not connected with the University.

- When a business interest for which the employee consults and the entity conducts business with the University, is in competition with the University, or competes with the work of the University.

Conduct by an employee that violates the University's policies, regulations, or rules pertaining to conflict of interest shall constitute a breach of employment contract and may lead to disciplinary action.

EFFECTIVE DATE: Immediately

RESPONSIBILITY: All Missouri S&T Employees

BASIS: University of Missouri Collected Rules and Regulations 330.015



John F. Carney III
Chancellor