Salisbury University’s Faculty Reporting Procedures for Potential Conflicts of Commitment*

Salisbury University Faculty are required to report outside conflicts of commitment or potential conflicts of commitment in two steps.

- First, Faculty must disclose any significant commitment to professional activities to be undertaken outside the University or department to both the chairperson and the dean. This disclosure is expected to be made before such commitments are finalized. Guidelines for what constitutes a significant commitment will be established by each Department with the approval of the Dean of the School.

- Second, faculty must complete an Annual Report describing any and all significant commitments on Outside Professional Activities, which provides appropriate context in which the department chair can evaluate individual conflict issues and from which the University can gauge broader trends.

If the faculty member and the Chair fail to agree on whether an activity is a Conflict of Commitment, the issue will be addressed by the Dean of the School.

*This policy has been adapted from II-3.10(A) and (B) UMCP Guidelines and Procedures for Conflict of Interest and Conflict of Commitment. This portion of the policy was approved by the Deans and Provost’s Group, April 2006; Executive Staff, April 2006; Faculty Senate, May 2007 and Office of the Attorney General, June 2007

Approved by BOR November 1989
Amended by BOR June 2003
Approved by Senate 6/5/07 and Provost 6/8/07
Revised 9-7-07 (SU’s Conflict of Commitment)