

CLASSIFIED SENATE

Professional Conflict of Interest Policy

“Professional Conflict of Interest”

Definition of Conflict of Interest: a situation in which a person is in a position to derive personal/professional benefit from actions or decisions made in their official capacity as a Senate representative.

Under this policy, actual or potential conflicts arise when:

- (a) financial, professional or personal considerations compromise, or have the appearance of compromising, a classified staff member’s professional loyalty and responsibility to the Classified Senate, or professional judgment and ability to perform his or her duties and responsibilities to support the Classified Senate’s best interests, or
- (b) a classified staff member’s financial, professional or personal activities compete (or have the appearance of competing) with the Classified Senate, or are of such a nature that they would adversely impact the work of the Classified Senate, or the quality of representation provided by the Classified Senate to its members, the classified body.

It is important to note that it is not necessary for such influence or compromise to have occurred before a situation can be identified as a conflict of interest. It is sufficient for the situation to appear to provide the potential for professional judgement to be compromised.

A Professional Conflict of Interest includes, but is not limited to:

Working on, negotiating, conducting, or overseeing any contracts, agreements, or other business projects for their direct supervisor:

- (1) from which the classified staff member receives any type of compensation for services performed; or
- (2) in which the classified staff member is a direct report to an administrator who is directly involved with the policy, plan, procedure, project, or issue/discussion before the Senate.

Recusal: All Professional Conflicts of Interest must be disclosed to the Classified Senate.

The Senate representative will be excluded from the discussion and voting of said items and/or all items associated with the conflict of interest.

If an item of discussion or vote is directly related to the program, policies/procedures of the representative’s direct supervisor, that representative must recuse themselves from the senate discussion, resolution, and vote.

In determining whether there may be a possible conflict of interest, the Senate representative may obtain an advisory opinion by consulting with executive leadership of the Classified Senate. And based on the result of that consultation may recuse themselves from the matter.

Professional Expert

Upon recusal, if the Senate representative is the sole expert in the matter in front of the Senate for discussion/vote, they may provide factual information for consideration to the Senate on said topic and thereafter will recuse themselves.