

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 and/or classified representative on a committee.

Under this policy, actual or potential conflicts arise when:

- (a) financial, professional or personal considerations compromise, or have the appearance of compromising, a classified professional 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 professional 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 professional member receives any type of compensation for services performed; or
- (2) in which the classified professional member is a direct report to an administrator who is directly involved with the policy, plan, procedure, project, or issue/discussion put before the Senate and/or a committee.

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

The Senate or classified representative will be excluded from the discussion and voting of said items and/or all items associated with the conflict of interest, as to avoid the potential of a member casting a vote that may be swayed or have the appearance of being swayed.

The Senate or classified representative may choose to recuse them self during shared governance and/or committee work when there is a conflict of interest due to the misalignment of Senate responsibilities and departmental/supervisor wishes.

Approved on August 4, 2020. Updated on April 27, 2021.

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 and/or committee discussion, resolution, and vote.

In determining whether there may be a possible conflict of interest, the Senate or classified 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 or classified representative is the sole expert in the matter in front of the Senate or committee for discussion/vote, they may provide factual information for consideration to the Senate or committee on said topic and thereafter will recuse themselves.