The University of Texas Rio Grande Valley

Conflict of Interest / Conflict of Commitment

Are you one of the following:
- UTRGV Faculty
- UTRGV Employee
- UTRGV Student
- Research collaborator with one of the above

Yes → Are you engaged in research or sponsored programs?

Yes →

You must disclose any/all of the following for you or your covered family members:
a. Payment from an outside entity (non-UTRGV)**
b. Interests in intellectual property and royalties
c. Equity interests in any entity, such as stock, stock options or other ownership interest or entitlement
d. Gifts totaling over $250 received in the last 12 months from a single entity other than gifts from a covered family member
e. Outside employment or board service of an employee or a covered family member, compensated or not, that reasonably appear to be related to the employee's institutional responsibilities.
f. All foreign affiliations and activities.

You must disclose any/all of the following for you only:
g. Sponsored travel**
h. Fiduciary positions for which the employee received any form of remuneration or reimbursement for expenses.

***Does not include payments or reimbursements from a federal, state, or local governmental agency; institution of higher education; or an academic teaching hospital, medical center, or research institute affiliated with an institution of higher education. Please refer to the notes in the Decision Matrix.*

THEN: CONTINUE THROUGH FLOWCHART.

No → Are you involved in procurement activities with respect to purchases of $15K or more?

Yes →

You must disclose any/all of the following:
a. Non-University employment or other compensated activity of covered family members that reasonably appear to be related to your institutional responsibilities.
b. Any substantial interest in a business entity
c. Gifts totaling $250 or more from a single person or entity – other than gifts received from parent, sibling, child, grandparent, grandchild; the spouse of anyone mentioned above; or your own spouse's parent, child, sibling, grandparent, or grandchild.

THEN: CONTINUE THROUGH FLOWCHART.

No → Are you a non-exempt or part-time employee?

Yes → Do you have outside employment, board service, or other financial interests that:
1. are with an entity that does business with UTRGV,
2. would reasonably appear (to an objective third party) to create a conflict of interest, or
3. interferes with your UTRGV responsibilities?

No → **You do not need to report.**

Yes → **You must report and request prior approval.**

No → Do you have outside employment or other compensated activities, such as consultant or advisor to another entity?

Yes →

You must report and request prior approval.

THEN: CONTINUE THROUGH FLOWCHART.

No → Do you provide service on a board (compensated or uncompensated)?

Yes → Is it a board of a religious institution that provides the same services as UTRGV (academic, education, healthcare, etc.)?

Yes →

You must report and request prior approval.

THEN: CONTINUE THROUGH FLOWCHART.

No → Does the board service reasonably appear to create a conflict of interest?

Yes →

No →

No →

Are you involved in any of the following activities:

1. Serving on a federal, state, or local gov't agency committee, panel, or commission?
2. Acting in an editorial capacity for a professional journal?
3. Reviewing journal manuscripts, book manuscripts, or grant or contract proposals?
4. Attending or providing talks or honorary lectures at scholarly and professional colloquia, other academic institutions and conferences?
5. Developing scholarly communications in the form of books or journal articles, movies, television productions, and similar works?
6. Serving as a committee member or as an officer of a professional, academic, or scholarly committee?

Yes → Does it clearly relate to the UTRGV mission?

No → **You must report and request prior approval.**

Yes →

No →

If you have not already been directed (through this flowchart) to submit a disclosure or request for approval for an activity, submit a "No Activity" Form in the COI/COC Reporting Portal.