

**To:** Mathematics Department tenure-track faculty  
**From:** Jonathan Hodge, Chair  
**Re:** Conflicts of interest in 2015 personnel actions  
**Date:** September 14, 2015



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A few years ago, faculty governance approved a new policy on Conflict of Interest that affects eligibility of unit regular faculty to vote on personnel actions relating to contract renewal, tenure, and/or promotion. This policy can be found in the Administrative Manual at Chapter 4, Section 2.10.6.1.A, and is republished in Chapter 4 of the Faculty Handbook.

The policy reads as follows:

*A. Conflict of Interest. For purposes of Section 2.10.6 and 2.10.7, unit regular faculty members who have a Conflict of Interest with a candidate under consideration for a personnel action shall be completely excused from all aspects of involvement and participation in the unit procedures as it relates to the candidate for which there is a Conflict of Interest. Should a question arise as to whether there is a Conflict of Interest, the Dean of the College/Library shall make the final determination. A Conflict of Interest includes, but is not limited to, one or more of the following:*

- 1. A familial relationship, including Household Member and their dependents, with the candidate;*
- 2. A financial or business relationship exists with the candidate outside of the University;*  
*or*
- 3. Unit regular faculty members who are in their terminal year of employment due to non-renewal of a contract or denial of tenure.*

Any faculty member who might have a conflict of interest or knowledge of a conflict of interest, as defined by the policy, should contact me to discuss the matter. If it appears that there is a conflict of interest, I will notify the Dean, and the Dean will make the final determination as to whether or not a conflict of interest exists.

In the event the Dean determines there is a conflict of interest, the faculty member with the conflict of interest will not participate in the personnel process of the candidate with whom there is a conflict of interest. Furthermore, the faculty member with a conflict of interest will not be counted for either quorum or for a majority needed to approve a motion on a personnel action.

As a reminder, unit regular (tenure-track) faculty who have not yet completed two years of full-time service as a regular faculty member are also ineligible to vote on personnel actions, but may participate in the remainder of the personnel process.