

Pamplin External Activities/Conflict of Interest and Commitment

Policy 140

Revised: February 28, 2022

The Pamplin College recognizes that external activities congruent with the professional expertise of faculty and consistent with the mission of the affiliated department can enhance professional development of the faculty member and enrich the academic experiences of students. While external activities are encouraged on their own merits and as part of the Association to Advance Collegiate Schools of Business accreditation, the integrity of the institution and of the research conducted by individual faculty members and students depends on a high degree of transparency and appropriate oversight of relationships with outside entities. Elimination or careful management of disclosed potential conflicts of interest provides assurance to research sponsors, subjects, and the broader public that possible personal gain has not influenced the design, conduct, or outcomes of the research, nor inappropriately biased decision making in other university activities.

Faculty who have actual or potential perceived conflicts of interest are obligated to investigate whether their circumstance represents a conflict of interest or commitment that requires disclosure and for those activities that constitute actual or perceived conflicts, faculty should complete a disclosure. For external activities that continue beyond one year, new disclosures are required each academic year. Guidance on determining whether an activity represents a conflict of interest or commitment are available at the following address:

<https://www.research.vt.edu/conflict-of-interest/>

Access to Virginia Tech's online Conflict of Interest and Disclosure Management System is also available through the link above. Conflict of interest disclosures receive three levels of review—department, college and the university COI office.

When completing the online disclosure form, faculty members should forward the completed disclosure to their department head for review. Administrative and center faculty should forward disclosures to their supervisor or the associate dean for research and faculty affairs. Faculty can use the system to monitor the sequence of approvals of any request. Approvals, request for additional information, the details of any management plan, if required, or reasons for denial of a request to perform an external activity are reported through this online system. The system also retains an electronic record of all active and prior conflict of interest disclosures dating back to the launch of the online conflict of interest system prior to the 2016-2017 academic year.

All fulltime faculty in the Pamplin College are required to complete conflict of interest training. Faculty participating on certain externally funded research grants have an additional requirement to complete conflict of interest training. Faculty participating in

federally funded research must renew this training every four years. A link for instructions on how to access the COI course to the online training follows:
[Researcher Requirements | Research and Innovation | Virginia Tech \(vt.edu\)](#)

Adopted	November 17, 2014
Revised	February 28, 2022
Style Updated	January 18, 2023