

**HEALTH SCIENCE CENTER HANDBOOK OF OPERATING PROCEDURES**

Chapter 1	Administration and Organization	Effective:	October 2001
Section 1.6	Administrative Committees	Revised:	December 2008
<b>Policy 1.6.11</b>	<b>Conflict of Interest Committee</b>	Responsibility:	Vice President for Research

## **CONFLICT OF INTEREST COMMITTEE**

---

### **Members**

At least nine voting members, including

1. Two administrative personnel
2. One faculty member from each of the five Schools
3. One member external to the Health Science Center who is involved in research activities in a San Antonio institution or corporation, and
4. One community representative

Members shall be determined by background and area of expertise. Membership categories are determined annually based on needs to accomplish the work and based on requirements of federal regulations.

---

### **Ex-Officio (without vote)**

1. Assistant Vice President for Research and Sponsored Programs
  2. Chief Legal Officer
  3. Director, Institutional Review Board
  4. Assistant Vice President for South Texas Technology Management
- 

### **Chair**

Designated annually by the Vice President for Research from the membership. The Committee will report to the Vice President for Research.

---

### **Charge**

To advise the Health Science Center on conflict of interest/commitment issues, to consider Disclosure Statements that indicate a possible conflict of interest/commitment, and any other such tasks as assigned by the Vice President for Research.

Committee will implement and oversee conflict of interest policy;

---

**HEALTH SCIENCE CENTER HANDBOOK OF OPERATING PROCEDURES**

Chapter 1	Administration and Organization	Effective:	October 2001
Section 1.6	Administrative Committees	Revised:	December 2008
<b>Policy 1.6.11</b>	<b>Conflict of Interest Committee</b>	Responsibility:	Vice President for Research

---

develop conflict of interest management plans to include annual disclosure for all faculty; respond to federal requirements; provide appropriate peer review and recommendations; assistance in monitoring and managing identified conflicts of interest/commitment; and advising senior administration of revisions/modifications to policy/practices.

---

**Term of  
Membership**

Three years

---