

FINAL - UO Senate ad hoc COI-C Committee Meeting Minutes

Thursday, February 26, 2009, Johnson Hall Conference Room
4:00 p.m. to 5:00 p.m.

Voting Members Present: John Bonine, Chair, Jim Brau, Rob Horner, Richard W. Linton, Kyu Ho Youm

Voting Members Absent: Russ Tomlin

Non-voting Members Present: Meg Rowles

Non-voting Members Absent: Lynette Schenkel

1. CALL TO ORDER

John Bonine, Chair, called the meeting to order.

2. REVIEW of COI DISCLOSURE FORM

The committee reviewed the Conflict of Interest Disclosure form. Both the language and the format were revised.

Discussion centered on the need for clarity as to *who* is required to complete the disclosure and *when* to complete and submit the forms. Language in the policy and forms will reflect the following:

Who will need to complete the COI Disclosure and the Disclosure Attachment?

All “Investigators” as identified by the Principal Investigator on the Electronic Proposal Clearance System (E-PCS) as responsible for the design, conduct, or reporting of externally funded research or other externally funded program must submit an annual disclosure form. If there is a “signification financial interest” indicated on the COI Disclosure form, that interest is described further on the Disclosure Attachment.

Significant Financial Interests

If an Investigator has a “Significant Financial Interest” in an external entity that is related to their research or to their sponsored program activities, that interest must be disclosed.

Examples of external entity activities related to a sponsored program:

- the entity *sponsors the research or the program*
- the entity has *made a gift* to the University of Oregon that benefits the research or sponsored program
- the entity has *products or research interests* that could reasonably appear to be affected by the research or sponsored program
- the entity *sells goods or services* to the University that will be used in the research or sponsored program
- the entity has *a direct involvement* in the sponsored research/program

“Significant Financial Interest” means:

(a) compensation from any external entity (non-UO) that is related to the Investigator’s research or to their sponsored program activities that exceeds \$10,000* when aggregated for the Investigator and their family members* **or**

(b) ownership interest exceeding 5%* or **equity** interest exceeding \$10,000* in value in any external entity (non-UO) that is related to the Investigator's research or to their sponsored program activities when aggregated for the Investigator and their family members.* (This does not include 'indirect' equity interest through mutual funds.)

* The threshold limits and the inclusion of "family members" significant financial interests are requirements of the federal DHHS regulation (42 CFR Part 50.503). "Family Members" for the purpose of this policy means spouse, domestic partner, and/or dependent children.

For Investigators doing invasive (using drugs or devices) Human Subject Research a "Significant Financial Interest" is **any** compensation from or **any** percentage of ownership or equity interest in an external entity that is related to their research.

When should the Disclosure form be submitted?

Annual disclosures are due May 1st of each year and are based on your data from the prior calendar year (January-December). The disclosure date was chosen to facilitate use of financial information from annual income tax returns. A current disclosure must be on file with the Office for Responsible Conduct of Research prior to the submission of proposals for external funding. In addition, if there is a material change to the information provided on this form, a new disclosure form must be submitted within 30 days of that change.

Also discussed was the meaning of "Disclosure Year." As an individual's financial information from the prior calendar year (January through December) will be used to complete an annual disclosure due May 1, it was agreed that the term "Disclosure Year" refers to the year from which the financial information originated. Example: "Disclosure Year 2008" is based on financial activities between January 2008 and December 2008 even though the form itself is completed and due in 2009.

It was noted that the draft policy and forms were to be completed for presentation to the UO Senate at their March 11, 2009 meeting.

[Subsequent to this COI Committee meeting, it was recommended, in order to meet the UO Senate's requirement of a 10 day period for review of documents after a "notice of motion" that the motion should come before the Senate at their April, not March, meeting. The committee agreed with this recommendation.]

Rowles will re-draft the disclosure form and the attachment. The new drafts will be sent to the committee by March 2, 2009.

Note: The draft minutes from the 2-19-09 meeting were approved by email on 2-26-09.

THE MEETING ADJOURNED AT 5:00 p.m.

Minutes transcribed and submitted by Meg Rowles

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