

EMPLOYMENT

CONFLICT OF INTEREST

Employees must conduct University business within guidelines that prohibit actual or potential conflicts of interest. This policy identifies areas of conflict which are prohibited by the Oklahoma Ethics Commission and state law. The information contained within this policy is not comprehensive, but serves as a guideline to provide general direction so that employees can seek further clarification on issues related to the subject of acceptable standards of operation.

You shall not knowingly receive directly or indirectly, any money or other valuable item(s), for the performance or nonperformance of your duties, other than the compensation allowed by law.

You shall not directly or indirectly solicit, receive or agree to receive anything of value for agreeing to appoint, appointing or procuring the appointment of another person to any state office or job.

You shall not use your official position to solicit or secure special privileges, exemptions or compensations for yourself or others except in performance of your duties as may be allowed by law.

You shall not disclose or offer to disclose confidential information acquired by reason of your official position, nor use such confidential information for your own personal gain or benefit.

You shall not accept or solicit compensation or employment that would impair your independence or judgment in the performance of your public duties.

You shall not rent, lease, sell, offer to sell or cause to be sold--either as an individual or through any business enterprise in which you hold a substantial financial interest--goods, services, buildings or property to Southwestern Oklahoma State University. An exception is provided for real property when acquired by condemnation proceedings or when the price to be paid is approved in writing by the Board of Regents for Oklahoma Colleges and by the Governor.

Neither you nor an immediate family member may directly or indirectly, solicit or receive or agree to receive anything of value in excess of \$300 in aggregate, in a calendar year from a person who you know or should know:

is a lobbyist or lobbyist principal

is seeking to do business with Southwestern Oklahoma State University

has a substantial financial interest in matters or actions before or affecting Southwestern Oklahoma State University.

Employees desiring additional information concerning the Oklahoma Ethics Commission's complete rulings on conflicts of interest and other ethics issues may contact the Executive Vice-President for Administration, the Human Resources Office, or the Ethics Commission.