

## BINGHAMTON UNIVERSITY

### INSTITUTIONAL CONFLICT OF INTEREST COMMITTEE ESTABLISHMENT AND CHARGE

#### **PURPOSE**

The Institutional Conflict of Interest Committee maintains an institutional climate where sponsored projects, research and scholarship, and entrepreneurship and intellectual property management are undertaken in a spirit of openness and integrity. Potential conflicts of interest must be identified promptly and managed or eliminated before any contract, sponsored project, or transaction is executed, any contractual relationship is initiated, any research that may be impacted, or any action is taken that might be influenced or appear to be influenced by the conflict of interest. The charge of this committee supports the [Investigator Conflict of Interest Policy](#) that applies to all awards administered by the Research Foundation for SUNY at Binghamton University and to all Investigators who apply for, receive, plan to participate in or are participating in sponsored programs and/or engage in human subjects research. Binghamton University is an Association for the Accreditation of Human Research Protection Programs (AAHRPP) accredited University, and as such must follow written policies and procedures to identify, manage, and minimize or eliminate financial conflicts of interest of the University and individuals that could influence the conduct of research.

#### **BACKGROUND**

A conflict of interest exists when a significant financial interest may affect or appear to affect the design, conduct, reporting, review, or oversight of research. Financial conflicts of interest are of significant concern when they create the potential for inappropriate influence over research. All forms of potential (whether real or perceived) conflicts of interest require disclosure, evaluation, and management or elimination. Conflicts of interest exist when Covered Individuals (and their immediate family members) hold influence, provide oversight, or are directly responsibility for research and have a significant financial interest in, consult for, serve on the board of, or are otherwise expected to act for the benefit of an entity that has a financial interest in the associated research. Covered Individuals also include those who have (or have been delegated) the authority to make decisions on behalf of the University. Covered Individuals, whether employed by New York State, the Research Foundation, or volunteers may include but are not limited to: President, Provost, Vice Presidents, Deans, Associate Vice Presidents, Assistant Vice Presidents, Principal Investigators, Key Personnel engaged in research, and all members of the Research Compliance oversight bodies (IBC, IRB, RSC, SCRO, IACUC ).

#### **DISCLOSURES**

*Covered Individuals* are required to complete, or have on file, a current *Disclosure* at the time of a grant submission, an IRB protocol submission, or annually in the case of those that have authority to make decisions on behalf of the University. Disclosures are to be verified no less than once a year, thereafter. Covered Individuals are required to report within 30 days of discovering or

acquiring a new financial interest, as well as when any existing disclosure materially changes.

The COI Official will evaluate the institutional conflicts of interest and consult with Covered Individuals that have reported COIs to determine if any real and/or perceived conflicts that may impact the research being conducted and or that may, on a broader scale, impact research at the University.

## **COMMITTEE CHARGE**

The **Institutional Conflict of Interest Committee (ICIC)** reports to the Vice President for Research on behalf the President. The ICIC consists of the Associate Vice President for Research /Research Foundation Operations Manager, Vice President for Operations (or designee), Senior Vice Provost/Chief Financial Officer, University Ethics Officer Associate/Vice President for Human Resources, and COI Official. The COI Official shall serve as administrator for the ICIC and as the liaison to the IRB and other related Research Compliance oversight bodies. The COI Official will convene the ICIC when deemed necessary, to perform the following:

- Review disclosures that present or appear to present significant conflicts of interest held by Covered Individuals.
- Assist in the development of Conflict of Interest Management Plans (COIMPs)
- Oversight of projects that are being managed under a COIMP
- Communication to appropriate institutional officials and the IRB and other related Research Compliance oversight bodies (when applicable) of COIMPs

## **CONFLICT OF INTEREST MANAGEMENT PLANS**

COIMPs may include but are not limited to the following:

- disclose the conflict(s) of interest in the informed consent form in human subjects research
- disclose the conflict to any journals or other publications for which the results of the research will be submitted
- monitor research by independent reviewers
- divestiture of the significant financial interest
- severance of relationships posing real or perceived conflict(s) of interest
- prohibit the conduct of the research

The COI Official will provide applicable COIMPS to the IRB and other related Research Compliance oversight bodies to ensure the mitigations to protect human subjects and research integrity are consistent with the management plan. The execution of a COIMP must be completed prior to the commencement of the project (including enrollment of research subjects).

The COI Official will provide COIMPs to the Associate Vice President for Research/Research Foundation Operations Manager to ensure the management of any related conflicts of interest throughout an award term is accomplished and in congruence with the COIMP.