

Board Policies

ADMINISTRATIVE AFFAIRS

137.00 CONFLICT OF INTEREST

Cowley College board members and employees have an obligation to uphold public trust, protect and advance the college's integrity, and act in the best interests of the college while carrying out their official duties. The purpose of this Policy is to ensure that board members and employees identify and disclose potential Conflicts of Interest and conduct themselves in a manner that will not compromise the integrity of the College. No employee may engage in any activity either within or outside the college that conflicts with his/her primary duty to the College per KSA 75-4304.

A potential conflict of interest arises where financial or personal considerations compromise an individual's objectivity, professional judgment, professional integrity, or ability to perform responsibilities for the college.

In order to prevent any appearance of impropriety, Cowley College expects each full-time employee and Board member to:

- Disclose any direct or indirect arrangement, agreement, investment or other activity with any vendor, supplier, or other party doing business with the College or changes therein
- Refrain from participation in any discussion, selection, award, vote, or administration of a bid proposal, purchase, or contract with which the employee or Board member has a potential conflict of interest.

Board of Trustees, Administrators of the College, and all employees responsible for maintaining financial records will be required to submit a Conflict of Interest Form annually. These forms will be maintained by the Human Resources office.

This Policy is implemented through Procedure AP137.

Adopted March 19, 2012
Revised July 18, 2016
Revised July 19, 2021
Revised September 16, 2024