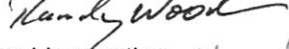



MEMORANDUM

TO: Deans, Department Heads and Directors

FROM: Randy Woodson, Chancellor, NC State University 
Alyson Wilson, Interim Vice Chancellor, Research and Innovation 

SUBJECT: Conflicts of Interest and Conflicts of Commitment REG 01.25.01 Update

DATE: Tuesday, August 27, 2024

NC State University expects all of its leadership, faculty, staff, and students to conduct activities undertaken to further the university's mission in an ethical and transparent manner consistent with federal and state law and university policy.

In response to recent amendments to Chapter 300 of the UNC System Policy Manual, NC State has revised [REG 01.25.01 – Conflicts of Interest and Conflicts of Commitment](#). Specifically, in accordance with revisions to UNC System policies [300.2.2](#) and [300.2.2.1](#), the following updates have been made to NC State REG 01.25.01:

- Revised definitions of University Employment Responsibilities, Conflict of Interest, Conflict of Commitment, and External Professional Activities
 - External Professional Activities now encompass both paid and unpaid activities.
- Added requirements concerning participation in certain [Foreign Talent Recruitment Programs](#) and the related disclosure and reporting of resulting potential conflicts.
- Eliminated RUL 01.26.01 – Conflict of Interest and Commitment PHS Rule and consolidated its relevant content into [REG 01.25.01](#).

These changes are intended to ensure compliance with federal and state regulations and further promote transparency in all professional activities undertaken by those who work for, or on behalf of, the university, including those responsible for designing, proposing, conducting, or reporting federally funded research.

Given the substantive changes to [REG 01.25.01](#), NC State is working to revise its electronic forms for Conflict of Interest Disclosure and Notice of Intent for External Professional Activities in the Research Enterprise Data (RED) system. Employees affected by these changes should continue to follow existing procedures until the new electronic forms launch in RED. Further communication will be sent to affected employees, including notice of when they will be expected to follow new procedures.

Individuals subject to this regulation include anyone who falls into one or more of the following categories:

- Faculty employees
- Exempt Professional Staff (EPS) employees (previously called Non-Faculty EHRA)
- Senior Administrative Academic Officers (SAAO)
- Any individual, regardless of employment type or status, serving as [Senior/Key Personnel](#) on a sponsored research project
- Anyone supported by a particular sponsored research project, as required by specific federal award terms*

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*Individuals in this category will be notified of their inclusion and shall be subject to this regulation only for the period of time they participate in the applicable project.

For more information, visit go.ncsu.edu/coi-reg-update-2024. If you have any questions or desire further clarification on the changes to REG 01.25.01, contact COI-support@ncsu.edu.

Questions regarding any [other changes to Chapter 300](#) of the UNC System Policy Manual should be submitted to University Human Resources via its [UNC 300 Policy Change Inquiry Form](#) in HRNow.

WRW:AW/mh