

UNIVERSITY OF REGINA

Faculty of Graduate Studies and Research

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Regina, Saskatchewan
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Conflict of Interest Declaration for Members of the University Staff as Candidates for Graduate Programs

After reviewing the policy document concerning "Members of University Staff as Candidates for Graduate Programs", I declare that I am unaware of any conflict of interest within my program of studies, _____, with regards to my employment as a _____ in the _____ department/area. Should any conflicts appear in the future, I will bring them to the attention of the Dean of the Faculty of Graduate Studies and Research immediately.

- I am aware of a possible conflict of interest and request a meeting with the Dean of the Faculty of Graduate Studies and Research to discuss matters.

Signature

Date

Name (print or type)

ID Number

Faculty Approval – Dean of Faculty
Signature

Date

Dean of the Faculty of Graduate
Studies & Research (or designate)

Date

Members of the University Staff as Candidates for Graduate Programs

University of Regina staff members may be candidates for any graduate program in the Faculty of Graduate Studies and Research.

Conditions under which staff become students are stated in the collective bargaining agreements of the University of Regina Faculty Association, the Administrative Professional and Technical Employees Bargaining Unit, and the Canadian Union of Public Employees.

The perception of a possibility of, or the occurrence of, a conflict of interest is considered to be a major threat to the integrity of a graduate program. It is the responsibility of a prospective candidate to declare this prior to entering a graduate program, or if not evident until after that point, as soon as it becomes evident. Details of such a conflict are to be reported in writing to the Dean of the Faculty of Graduate Studies and Research.

If reasonable remedies to avoid or minimize a possible conflict of interest are not found, the Dean may rule to reject an application. If this situation arises after an applicant has been accepted as a candidate for a graduate program, and ways of avoiding or offsetting a conflict of interest is not found, the Dean may decide to implement remedies that could include discontinuation of the student's program at this University.

Examples of conflict of interest include but are not limited to the following:

- A relationship with a candidate that parallels or could compromise a fair and impartial review in an academic sphere would normally be prohibited.
- A person employed by an academic unit should not take courses or a degree program in that academic unit. Similarly, a person taking a graduate program in an academic unit should not become a full-time employee in that unit until the program of studies has been successfully completed or formally terminated. While such an arrangement might under certain circumstances be regarded as acceptable in the case of a support staff member, the situation would be regarded as unacceptable for a faculty position.

Right of Appeal

A student wishing to appeal a decision is first directed to the Dean of the Faculty of Graduate Studies and Research. If the appellant is not satisfied with the outcome of the Dean's review, the next level is to request that the matter be addressed by the Faculty of Council Committee or for Doctoral students the Ph.D. Committee.

Exemptions

Exemptions from these terms include those employees/candidates who are not full time or are hired full time on only an interim (i.e., semester) basis. For example, graduate teaching assistantships and department research and teaching assistants would normally be exempt from review according to the terms of this policy.

Revised August 2011