TO: Jose Wudka, Chair Academic Senate  
FROM: Ameae Walker, Chair Executive Committee School of Medicine  
RE: Conflict of Interest Statement

The School of Medicine Executive Committee adopts the following policy on conflict of interest: If a member of the committee believes that a conflict of interest exists for him/herself or for another person on the committee, said member should bring the potential conflict of interest to the attention of the Chair. The Chair will convene a meeting in the absence of the person with the potential conflict and those present will determine whether a conflict exists. If the decision is in the affirmative, the individual considered to have a conflict may be asked to recuse him/herself during committee discussions of the subject matter in question and, should a vote be taken, will not vote on the issue. Should the Chair be the person considered to have a conflict of interest, the Vice Chair of the committee will serve the function of the Chair in the process outlined.