



Mary Anne Fitzpatrick
Educational Foundation Distinguished Professor of Psychology
College of Arts and Sciences

Memorandum

April 26, 2007

TO: Arts and Sciences Department Chairs and Directors

FROM: Dean Mary Anne Fitzpatrick

A handwritten signature in black ink that reads "Mary Anne Fitzpatrick".

RE: USC Ethics Policy

Based on the legislatively mandated, State Ethics, Government Accountability, and Campaign Reform Act of 1991, the University of South Carolina Ethics Policy (HR 1.02) was formulated. It states that public employment is a public trust and any effort to realize personal gain through official conduct is a violation of that trust. The rules of conduct outlined in the policy prohibit employees from using their official position or office to obtain an economic interest for the employee, or the employee's immediate family, or an individual with whom the employee is personally associated.

One of the first steps of the faculty/staff merit process should be a review of the listed faculty/staff members to ensure that you are not inadvertently in violation of this policy. It is possible, for example, for a faculty subcommittee to evaluate a larger group of faculty in which partners/spouses are inadvertently a part of that group.

Please bring any situation that may represent a conflict of interest promptly to the attention of your senior associate dean. The Office of the Dean will then work with you on a solution. At times, for example, we issue a corrected merit worksheet for your use and the merit allocation for the faculty/staff member is set by the senior associate dean. Alternately, the department may have worked out a solution to this problem at the program level, but the Office of the Dean needs to be notified of that solution.

Thank you for your attention to this matter and for your work on behalf of your departments and the College.