Conflict of Interest Policy

Policy
It is the policy of the CSU, Bakersfield Student Union Incorporated, to have all of its Board members complete a Conflict of Interest Questionnaire annually at the first meeting of the academic year. Additionally, new members who join the board will be required to complete the Conflict of Interest Questionnaire at that time.

General Statement
A potential conflict of interest occurs when a divergence develops between an individual's private interests and his/her professional obligations to the University and its auxiliary organizations such that an independent observer might reasonably question whether the individual's professional actions or decisions are determined by considerations of personal gain, financial or otherwise.

A conflict of interest exists when a review reasonably determines that a significant financial interest could directly and significantly affect the design, conduct, and reporting of the proposed activities. Upon such a finding, the CSUB Student Union Board of Directors, Inc. will refer the actual or potential conflict to the office of the Vice President for Business and Administrative Services where an investigation will be implemented. The CSUB Student Union Board of Directors, Inc. will abide by the findings of the independent review committee.

Procedure
The CSUB Student Union Board of Directors, Inc., Secretary will issue each of the Board of Directors a Conflict of Interest Questionnaire and instructions at the first meeting of the academic year. The Board's Secretary will monitor the return of the forms in a timely manner. The originals will be kept on file in the Office of Business and Administrative Services. A copy of the forms will be kept locally in the CSUB Student Union Director's Office.
CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
Student Union Incorporated
2014-15 Conflict of Interest Questionnaire

The CSUB Student Union Incorporated requires each board member annually:
1) To review the CSUB Student Union Conflict of Interest Policy;
2) To disclose any possible personal, familial, or business relationship that reasonably could give rise to a conflict of interest or the appearance of a conflict of interest; and
3) To acknowledge by his or her signature that he or she is acting in accordance with the letter and spirit of the policy.

The information provided on this form shall be available for inspection by members of the Board, legal counsel, and independent auditors, but shall otherwise be held in confidence except when the Board determines that it is in the best interest for disclosure.

1) Have you or any related party of yours had any interest, direct or indirect, in any of the following transactions in the period from July 1, 2014 to June 30, 2015 to which the organization was, or is to be, a party? YES [ ] NO [ ]
   Sale, purchase, exchange, or leasing of property? [ ]
   Receiving or furnishing of goods, services, or facilities? [ ]
   Transfer or receipt of income or assets? [ ]
   Maintenance of bank balances as compensating balances for the benefit of another? [ ]
   Acting as a director, officer, partner, trustee, employee, or manager in a business entity? [ ]
   A direct or indirect investment in a business entity of at least $1,000? [ ]
   Other transactions? [ ]

2) Do you or any related party of yours have any interest, direct or indirect, in any of the following pending or incomplete transactions to which the organization is, or is to be, a party? YES [ ] NO [ ]
   Sale, purchase, exchange, or leasing of property? [ ]
   Receiving or furnishing of goods, services, or facilities? [ ]
   Transfer or receipt of income or assets? [ ]
   Maintenance of bank balances as compensating balances for the benefit of another? [ ]
   Acting as a director, officer, partner, trustee, employee, or manager in a business entity? [ ]
   A direct or indirect investment in a business entity of at least $1,000? [ ]
   Other transactions? [ ]

3) Have you or any related party of yours been indebted to or had a receivable from the organization at any time in the period from July 1, 2014 to June 30, 2015? Please exclude amounts due for ordinary travel and expense advances. YES [ ] NO [ ]

4) Do you know of any related party that has misappropriated assets or committed other forms of fraud against the organization? YES [ ] NO [ ]

5) Do you know of any person or organization that should be receiving this questionnaire? YES [ ] NO [ ]

6) Have you or any related party of yours had any interest, direct or indirect, in any transactions in the period from July 1, 2014 to June 30, 2015, or in any pending or incomplete transactions, to which any pension, retirement, savings, or similar plan provided by the organization was, or is to be, a party? Do not include payments to a plan or payments by the plan made pursuant to the terms of the plan. YES [ ] NO [ ]

The answers to the foregoing questions are correctly stated to the best of my knowledge and belief. I have received, read and will comply with the CSUB Student Union’s Conflict of Interest Policy.

Print Name: __________________________________________ Signature: __________________________________________

Date: ___________________________ Title: __________________________

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