

MEMORANDUM

To: Board of Regents
From: Board Office
Subject: Approval of Vendors with a Potential Conflict of Interest
Date: November 5, 2001

Recommended Action:

Approve the following additions to Iowa State University's list of approved vendors with a potential conflict of interest:

- Mr. Tom Maze
- Freelance Garden Writer

Executive Summary:

Vendors at the Regent institutions with a potential conflict of interest are required by statute to be approved by the Board.

TOM MAZE

Employee Relationship: Mr. Tom Maze was a former full-time Professor of Civil Engineering and Director of the Center for Transportation Research and Education. He resigned on January 1, 2000 but continues to be a member of the Graduate College and he serves on the supervisory committees of ISU graduate students.

Nature of Business: Mr. Maze is a consultant/collaborator located in White Bear Lake, Minnesota. He is interested in acting as a consultant to Iowa State University with regard to external grants and contracts. Mr. Maze does not receive a salary from the University.

Purchasing Authority: The University reports that Mr. Maze will not participate in any evaluation or award decisions relative to his providing services to ISU.

FREELANCE GARDEN WRITER

Employee Relationship: Ms. Veronica Lorson Fowler is a freelance writer. Veronica's spouse is an Associate Professor in the Journalism Department at the University.

Nature of Business: Ms. Fowler's business, Freelance Garden Writer, provides writing and editing services.

Purchasing Authority: The University reports that Mr. Fowler will not participate in any evaluation or award decisions relative to services provided to Iowa State University by Ms. Fowler.

Background:

Iowa Code

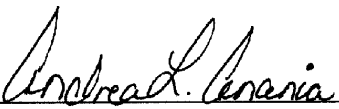
The Iowa Code:

- Does not alleviate the requirement for institutions to obtain competitive bids and provide public notice [§68B.3].
- Prohibits an official or employee of a regulatory agency from selling, either directly or indirectly, goods or services to the agency of which the individual is an official or employee, except when certain conditions are met [§68B.4].
- Requires all regulatory agencies to adopt rules specifying the method by which employees may obtain agency consent for exception [§68B.4(4)].

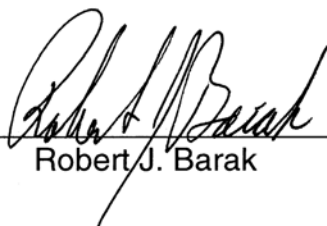
**Regent
Procedural
Guide**

The Regent Procedural Guide:

- Precludes individuals with potential conflicts from being directly involved in the purchasing decisions or authorizing of any such contracts making material changes to such contracts [§10.09.A].
- Requires Board authorization when a single purchase from a conflict of interest vendor (Regent employee) exceeds \$1,000 or a fiscal year's cumulative purchases exceed \$2,000 [§10.09.B].
- Requires that a summary of institutional expenditures with approved conflict of interest vendors will be included in the annual purchasing report presented to the Board in November [§10.09.E].



Andrea L. Anania

Approved: 

Robert J. Barak