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**To:** [Schahczenski, Celia](#)  
**Cc:** [Yoder, Jill](#); [IT-tosborne1](#)  
**Subject:** New COI database information  
**Date:** Thursday, January 13, 2022 10:10:23 AM  
**Attachments:** [Conflict of Interest Disclosure Statement and Certification.msg](#)  
[MT Tech ANNUAL CONFLICT OF INTEREST REPORT--12 27 2021.pdf](#)

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Hello Celia,

Here is the background information on our new digital COI database. In early 2021 I worked with Trevor Osbourne to create a digital database and pull lists from banner of all employees that are required to fill out an annual COI disclosure form. He worked with Banner Services to create that list. An e-mail (attached was sent out to all employees that qualify starting 9/7/21 but it really should have been sent out no later than 9/1/2021. In the e-mail It states who must complete and submit the COI disclosure form (at the top) and that is how I asked for the list to be pulled. It also has a link at the bottom to our portal for each employee to get to their specific form. [Conflict of Interest Disclosure Statement and Certification Portal](#).

**Problem 1:**

I am able to filter people showing they have not started the form. I had several complaints that either:

- A. Their signature section name did not match their listed legal name. (which they could not do even when it was typed in as banner had it)
- B. That they filled out but were still showing not started. (Which I received screen shots to show the filled out but the data base did not mark them as In Progress or Completed)

**Problem 2:**

When the employees filled out and checked that they had a potential conflict and they clicked on upload explanation document the uploaded document was not received in the Research Office E-mail box for most of them. Out of 30+ potential conflicts I only received 5.

**Problem 3:**

Trevor in IT was also working on a Metrics page that would estimate the numbers so we could submit a letter to the Board of Regents (sample letter supplied to IT and is attached above) by the December 26<sup>th</sup> deadline. When I select the Metrics tab in the Admin Display screen it states this:

```
System.Data.SqlClient.SqlException (0x80131904): Could not find stored procedure 'COI_get_Metrics'. at System.Data.SqlClient.SqlConnection.OnError(SqlException exception, Boolean breakConnection, Action`1 wrapCloseInAction) at System.Data.SqlClient.TdsParser.ThrowExceptionAndWarning(TdsParserStateObject stateObj, Boolean callerHasConnectionLock, Boolean asyncClose) at System.Data.SqlClient.TdsParser.TryRun(RunBehavior runBehavior, SqlCommand cmdHandler, SqlDataReader dataStream, BulkCopySimpleResultSet bulkCopyHandler, TdsParserStateObject stateObj, Boolean& dataReady) at System.Data.SqlClient.SqlDataReader.TryConsumeMetaData() at
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System.Data.SqlClient.SqlDataReader.get\_MetaData() at  
System.Data.SqlClient.SqlCommand.FinishExecuteReader(SqlDataReader ds,  
RunBehavior runBehavior, String resetOptionsString, Boolean isInternal, Boolean  
forDescribeParameterEncryption, Boolean shouldCacheForAlwaysEncrypted) at  
System.Data.SqlClient.SqlCommand.RunExecuteReaderTds(CommandBehavior  
cmdBehavior, RunBehavior runBehavior, Boolean returnStream, Boolean async,  
Int32 timeout, Task& task, Boolean asyncWrite, Boolean inRetry, SqlDataReader  
ds, Boolean describeParameterEncryptionRequest) at  
System.Data.SqlClient.SqlCommand.RunExecuteReader(CommandBehavior  
cmdBehavior, RunBehavior runBehavior, Boolean returnStream, String method,  
TaskCompletionSource`1 completion, Int32 timeout, Task& task, Boolean&  
usedCache, Boolean asyncWrite, Boolean inRetry) at  
System.Data.SqlClient.SqlCommand.RunExecuteReader(CommandBehavior  
cmdBehavior, RunBehavior runBehavior, Boolean returnStream, String method) at  
System.Data.SqlClient.SqlCommand.ExecuteReader(CommandBehavior behavior,  
String method) at System.Data.SqlClient.SqlCommand.ExecuteReader() at  
\_default.DisplayMetrics(String year) in  
e:\Inetpub\wwwroot\app\coi\default.aspx.cs:line 798 ClientConnectionId:186f6aea-  
e987-443a-8f1c-ac720f5661f8 Error Number:2812,State:62,Class:16

**Future Requests:**

1. Future Problems Resolved
2. Storage capacity to not only retain COI Disclosure forms but also the uploaded explanation of potential conflict forms (to review then access if audited)
3. A bin system separated into Minor Potential Conflicts that will notify Jill Yoder (who will be taking this program over in my place) and Major Conflicts that will notify (Angela Lueking the Vice Chancellor of Research). The check boxes in the disclosure form should be what separate the minor and major Conflicts
4. Finally the Plan of action Templates that will have to be filled out if a potential conflict has been deemed a Minor or Major Conflict (and of course storage capacity to hold those in case of audit by the Board of Regents)

I hope this helps you and your class understand the problems and hopes for the future of this BOR policy that is required annually. Please let me know if you have anymore questions of me.

Best,

**VICTORIA PAGAN**

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