

**CONFLICT OF INTEREST
PROCEDURES**

The College may enter into a contract with members of the Board of Governors to pay for goods or services totaling \$100.00 per month or less by establishing an open-account. Appropriate steps will be taken to assure that the College does not knowingly enter into any purchase commitment which would result in a conflict of interest. The Director of Purchasing will bring any situation that has the appearance of a conflict of interest to the attention of the Vice President of Administrative Services. The Vice President of Administrative Services will review the situation and may refer the matter to the College President. College policies concerning purchasing apply to all funds administered by the College regardless of source.

Original policy date: 01/12/95 (Code 2035, Item #7082)

Revision date: 02/09/95 (Code 8035, Item #7106)

Revision date: 06/10/00 (Code 8035, Item #8527)