

## **Doshisha University Regulations regarding the Conflict of Interest Committee**

Established on March 25, 2006

Enforced on April 1, 2006

Revised on July 28, 2007; December 20, 2008; August 7, 2009; March 20, 2015;

January 30, 2016; and March 9, 2023

### **(Purpose)**

**Article 1** In order to discuss basic matters regarding the management of the conflict of interest, and to properly implement the Doshisha University Conflict of Interest Management Policy (hereinafter referred to as 'the Policy'), Doshisha University shall establish the Doshisha University Conflict of Interest Committee (hereinafter referred to as 'the Committee').

### **(Composition)**

**Article 2** The Committee shall comprise the following members appointed by the President:

- (1) Director of the Office for Research Initiatives and Development
- (2) Director of the Student Support Services Center
- (3) Director of the University Industry Liaison Office
- (4) Director of the Intellectual Property Center
- (5) Director of the Human Resources Division
- (6) One member of the Ethics Review Directors
- (7) Four members of teaching staff
- (8) One scholar outside the University

**2** The Committee shall have the Chairperson appointed by the President from among the Committee members specified in Item 7 of the previous paragraph,

### **(Term of Office)**

**Article 3** The term of office of the Committee members shall be one year except for the professional committee members. However, this shall not preclude any member from being re-appointed.

### **(Conflict of Interest Counselor)**

**Article 4** Conflict of Interest Counselors (hereinafter referred to as 'Counselors') shall be placed in the Ethics Review Office to help smooth the procedure of conflict of interest

management.

**2** Counselors shall respond to consultation from faculty and staff regarding the conflict of interest, and provide appropriate advice as necessary. Counselors shall also conduct investigation and evaluation regarding the matters specified in the Policy IV-2.

**3** Counselors shall be appointed by the President from among full-time teachers. However, academic experts other than full-time teachers, as well as specialists such as lawyers, may be appointed as Counselors when necessary.

**4** The term of office for Counselors shall not be more than one year. However, this shall not preclude the Counselors from extending their term of office after one year.

**5** Several individuals shall be appointed as Counselors.

**6** Necessary matters regarding the procedure of the conflict of interest management shall be prescribed separately.

#### **(Matters to Discuss)**

**Article 5** The Committee shall discuss the following matters:

- (1) Matters regarding the implementation of the conflict of interest management policy.
- (2) Matters reported by Counselors
- (3) Important matters regarding the conflict of interest
- (4) Matters raised by the President
- (5) Other necessary matters

#### **(Proceedings)**

**Article 6** The Chairperson of the Committee shall call the Committee and preside over it.

**2** The Committee may hold a meeting with the attendance of one half or more of its total members, and make a resolution by a majority of votes.

**3** In the case where the Chairperson of the Committee deems it necessary, the Committee may request the attendance of individuals other than the Committee members to hear additional opinions about the matters under discussion.

#### **(Administration)**

**Article 7** Administrative and clerical work of the Committee shall be conducted by the Ethics Review Office.

#### **(Revision or Abolition)**

**Article 8** The revision or abolition of these Regulations shall be determined by the

President through the deliberation of the Committee and Directors Meeting.

**Supplement**

These Regulations shall take effect on the first day of April, 2023.