

UNIVERSITY OF ILLINOIS

URBANA-CHAMPAIGN • CHICAGO • SPRINGFIELD

July 23, 2015

Patricia Dominguez



Re: FOIA Request 15-581

Dear Ms. Dominguez:

I am responding to your request dated and received in my office on July 9, 2015, under the Illinois Freedom of Information Act in which you request:

“This is a request under the Illinois Freedom of Information Act. I request that a copy of the following be provided to me:

1. All policies and procedures governing the use of University of Illinois email accounts for non-government business from January 1, 2000 to present.
2. All University of Illinois ethics and conflict of interest policies and procedures in effect from January 1, 2000 to present.
3. All communications, including but not limited to e-mails, voicemail transcriptions, letters, reports, and documents about this FOIA Request.”

Information responsive to point 1 of your request is available via the below links.

Acceptable Use Policy ver. 1.00 Revision Date May 5, 2003

<http://acc.uic.edu/policy/acceptable-use-policy>

Email Use Policy ver. 1.00 Revision Date August 24, 2005

<http://acc.uic.edu/policy/email-use>

Section DCS.7.3 “Message (Including but not limited to email) Security” of the UIC IT Security Program Revision Date 7/1/2014

http://security.publish.uic.edu/files/2014/10/20141007UIC_ITSecurityProgramFull.pdf

Information responsive to point 2 of your request is available via the below links.

University Code of Conduct - implemented and approved in 2003 and has remained unchanged.

<https://www.ethics.uillinois.edu/cms/one.aspx?portalId=1216&pageId=9238>

Civil Service Policy 16 Conduct and Discipline - implemented in 1997 and has remained unchanged.

<https://nessie.uihr.uillinois.edu/pdf/policy/rules/pr16r01.pdf>

Office for University Relations

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Policy on Conflict of Commitment and Interest (COCI) - <http://research.uillinois.edu/coci/coci-policy>. For your information, the following is the timeline for implementation and revision of the COCI Policy:

- March 1996 – University of Illinois Policy on Conflicts of Commitment and Interest (COCI) implemented to provide a framework for measuring and monitoring the propriety and advisability of non-University activities of academic staff members (academic professionals, postdoctoral associates, and the faculty ranks of professor, associate professor, assistant professor, instructor, and lecturer).
- January 2011 – COCI Policy amended in response to the increasing complexity of conflict management as the University’s research and technology transfer portfolios expand, and to ensure the policy was compliant with Federal regulations.
- July 2012 – COCI Policy revised in response the amended Department of Health and Human Services (HHS) regulations related to the conflict of interest in federally funded research.

The COCI Policy does not apply to civil service staff members. Section 16.01 of the Policies and Rules for Civil Service Staff provides guidelines on potential conflicts of interest for civil service employees associated with non-university activities.

Information responsive to point 3 of your request is available and attached. These are public documents numbering 28 pages.

Should you wish to inspect or receive a physical copy of these documents, please call Melanie Kuehn at the phone number below and she will provide you with all the necessary details.

You have a right, under the law, to seek a review of your status as a commercial requestor by the Public Access Counselor (PAC) in the Office of the Attorney General. The PAC may be reached by phone at 217-782-1396, by email to publicaccess@atg.state.il.us, or by postal mail at the Public Access Bureau, 500 S. 2nd Street, Springfield, Illinois 62706. You also have the right to seek judicial review under section 11 of this Act.

If you have questions for our office, please contact 217-333-6400.

Sincerely,

Thomas P. Hardy
Executive Director
and Chief Records Officer