Conflict of Interest Policy for the Committee on Lectures, Publications, and Research

This conflict of interest policy is meant to supplement the American Philosophical Association conflict of interest policy which all committee members sign. All aspects of that policy supersede this policy. This policy has been established to ensure the integrity and credibility of the APA Committee on Lectures, Publications, and Research (LPR) award procedures.

Attending to the possibility of conflicts of interest (COI), this policy provides a framework for identifying and remediying conflicts of interest among the various subcommittees of the LPR by:

- Establishing clear definitions of COI for prize committees;
- Providing the means to identify such COI;
- Establishing clear standards for dealing with real, perceived, or potential COI.

Not attempting to cover every situation where a potential COI might arise, this policy has been designed as a general policy and reference; situations not covered by the document are to be referred to the LPR chair who may consult the APA board chair and vice chair for adjudication.

All deliberations of the LPR committee and all its subcommittees are considered confidential. Members shall not disclose or use information, including subcommittee membership, in any way unrelated to the specific charge of the subcommittee.

Members of the LPR are selected in part on the basis of their reputation and standing in the profession. It is expected that they will be in contact with, know, or have interacted with at least some of the candidates for APA prizes. This policy aims to identify specific relations which pose a substantial conflict of interest in the decision-making for APA awards and prizes. LPR members are not eligible for prizes during their tenure on the committee.

Members of LPR may not serve on subcommittees where they are asked to consider awards for any of the following relations:

- Spouses or significant others
- Children and other direct family members
- Co-authors, co-editors, or co-PI’s on a funded grant with whom a committee member has worked within the last seven years or with whom a committee member is currently engaged in a research-related partnership
- Colleague in a direct supervisory role over the committee member and vice versa (mere colleagues does not necessarily constitute a conflict of interest but ought to be disclosed)
- Current and former doctoral students (where the committee member had primary responsibility for supervising the dissertation)
- Former dissertation advisors if the completion of the degree is within seven years of the committee member’s service on the prize subcommittee
- Professional colleagues about whom a committee member does not feel he or she can act impartially

Approved by the board of officers, August 20, 2013
Procedures

1. **Duty of Disclosure.** In connection with any real, potential, or perceived conflict of interest, an interested person must disclose the nature of the relation with a prize candidate. To facilitate this process, whenever possible, the APA National Office or other prize administrative office will send a list of candidates to subcommittee members. Members will then notify the LPR chair of any possible COI. Prizes that are designed for anonymous review will remain anonymous throughout the selection process. If a subcommittee member believes he or she knows the identity of a prize candidate and realizes a conflict of interest with that candidate, the subcommittee member should first contact the LPR chair who will seek to confirm the identity of the prize candidate with the staff member at the National Office administering the prizes. If a conflict of interest exists, the rest of the policy applies.

2. **Determining Whether Conflict of Interest Exists.** After disclosure of the relationship with the prize candidate(s) and discussion with the interested committee member, the LPR chair and the subcommittee chair shall determine whether a conflict of interest or a perceived conflict of interest exists. In the event that the subcommittee chair has the conflict of interest, two other non-interested LPR members will make the determination. In the event that the LPR chair is the subcommittee chair, two other LPR members will be consulted in his/her stead. In the event of a disagreement, the APA board chair will be consulted. The board chair’s decision is final.

3. **Procedures for Addressing the Conflict of Interest.**
   a. The interested LPR committee member or subcommittee member who is not a member of LPR will recuse him- or herself from further involvement with the particular prize in question.
   b. The chair of the LPR, if appropriate to the prize, shall appoint a disinterested person (who may or may not be an LPR committee member in accordance with the selection criteria of the specific prize) to fulfill the term of service on the prize subcommittee. If the subcommittee membership already exceeds the number required for prize selection, however, no replacement member will be added.

4. **Violations of the Conflict of Interest Policy**
   a. If a member of the LPR committee has reasonable cause to believe another member has failed to disclose real or potential conflicts of interest, s/he shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose and to make any appropriate disclosures in accordance with this policy.
   b. If, after giving the member in question reasonable opportunity to respond, the member with the potential COI fails to respond to the allegation or disclose the COI in accordance with this policy, the member who believes a COI may exist shall notify the subcommittee chair of that conflict.
   c. The subcommittee chair will then seek to determine whether the member has failed to disclose a real or potential conflict of interest, in consultation with the chair of LPR as appropriate. If a violation of this policy is confirmed, the subcommittee chair and/or chair of LPR shall take appropriate corrective action.