

ANR Cooperative Extension Risk Assessment Best Practices

Advisor's Activities

A. Ethics and Conflict of Interest Codes

1. Have conflict of interest policies in place
2. Develop sanctions for inappropriate behavior
3. Develop an ANR ethics policy and guidelines
4. Provide strict parameters and guidelines for advisors
5. Establish a standardized reference for county directors, with all up-to-date policies in one place

B. Training and Orientation

1. Instruct advisors that they are personally liable when acting outside of their scope of appointment
2. Hold statewide and regional conferences for academics and advisors that promote connectivity with the University
3. Provide administrative training at regional conferences and meetings
4. Formalize orientation and follow-up training for academics and advisors especially when dealing with external constituents

C. Individual Activities

1. Work with individual advisors who behave contrary to policy and ethical standards
2. Address inappropriate behavior that puts advisors in conflict with his/her University responsibilities
3. Be proactive and deal with conflict of interest (COI) situations before problem occurs
4. Support advisors when problems arise