

**Department Oversight Committee Annual Report**

Committee Report Date: \_\_\_\_\_  
 Committee Members: \_\_\_\_\_  
 \_\_\_\_\_  
 Principal Investigator: \_\_\_\_\_  
 Project Title: \_\_\_\_\_  
 Supported By: \_\_\_\_\_  
 Project Period: \_\_\_\_\_  
 Graduate Student: \_\_\_\_\_  
 Thesis or Research Project Title: \_\_\_\_\_

1. On what date was the first individual and private meeting held with this student? \_\_\_\_\_
2. On what date was this student fully informed of the PI's conflict of interest? \_\_\_\_\_  
 (Include a copy of the letter from the PI to the student with this report.)
3. Has satisfactory academic progress been sustained by this student?       Yes     No  
 Please explain this evaluation:

4. Is there any indication of unsatisfactory progress toward degree completion related to the stated conflict of interest of the PI?       Yes     No  
 If yes, please explain:

5. Is there any indication that the student has been discouraged or held back from properly sharing or disseminating his/her research results?       Yes     No  
 If yes, please explain:

**Department Oversight Committee Annual Report**

6. Has there been any indication of a change in the scope of work of this student's thesis or research project to further the financial position of the conflicted PI?  Yes  No

If yes, please explain:

7. What protections or controls have been put in place to safeguard the academic welfare of this student:

8. Please provide information on any additional findings and/or corrective actions or concerns:

*Attach additional sheets as required.*

**Accepted by:**

Professor: \_\_\_\_\_ Department: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Chair: \_\_\_\_\_ Department: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Submit this report to:**

Conflict of Interest Committee Coordinator  
[researchcoi@berkeley.edu](mailto:researchcoi@berkeley.edu)

*or*

Research Administration and Compliance Office  
 University of California, Berkeley  
 1608 Fourth Street, Suite 220 Mail Code 5940  
 Berkeley, CA 94710-1749

For assistance, contact Alaisha Hellman ([researchcoi@berkeley.edu](mailto:researchcoi@berkeley.edu), 510/642-0122). For more information, see <https://researchcoi.berkeley.edu>.