

RECEIVED
STATE ETHICS COMMISSION

Date: **May 31, 2023**

To: Richard Glejzer, Vice President of Academic Affairs

2023 JUN 26 PM 12:00

From: Professor Melanie Mowinski, FPA Department

Re: Disclosure of Decision to Adopt Instructional Materials
In Whose Sale I Have a Financial Interest

In compliance with the Massachusetts G.L.c.268A, §6, I disclose my intent to adopt the following:

Semester: Fall	Year: 2023	<input checked="" type="checkbox"/> Day	<input type="checkbox"/> DGCE	<input type="checkbox"/> Non-Credit	check all that apply
Course Number and Title: Art 235 Collage					
Anticipated course enrollment: 16 students in 1 sections.					
Full description of materials (e.g., published text, course-pack, CD, etc) (use reverse side of form if necessary)					
Techniques, Prompts, and Inspiration for Creative Self-Expression and Visual Storytelling <i>published by Storey Publishing 2022</i>					
If this is a published work sold to students through a 3 rd party such as a bookstore:					
Check all that apply					
<input checked="" type="checkbox"/> I am the author		<input type="checkbox"/> I am the editor		<input type="checkbox"/> Other (indicate)	
<input type="checkbox"/> I am the co-author		<input type="checkbox"/> I am the co-editor			
From sale of this title to MCLA students I anticipate that I will receive royalties in the amount of \$48.					
If you are the publisher of this work and are selling it directly to students:					
From direct sale of this title to MCLA students I anticipate that I will receive income of \$ of which \$ is profit.					

In the event you determine that my financial interest is sufficiently substantial to warrant assigning to someone else the decision whether the instructional materials described above should be adopted for use in the course identified above, I agree to allow the Department Chair/Graduate Program Coordinator to make that decision in my stead.

Melanie Mowinski 5/31/23

Signature of Faculty Member Date

Determination of MCLA Appointing Authority

() I have reviewed this matter and determine that the faculty member's financial interest as disclosed above is not sufficiently substantial to warrant my assigning to someone else the decision whether the instructional materials described above should be adopted for use in the course identified above.

() I have reviewed this matter and determine that the faculty member's financial interest is sufficiently substantial to warrant my assigning the decision in question to someone else. Therefore, in accordance with M.G.L.c.268A, §6, I assign that decision to the Department Chair/Graduate Program Coordinator.

Richard Glejzer

Richard Glejzer, Vice President of Academic Affairs Date

6/1/23



Faculty Disclosure to the State Ethics Commission

The State Ethics Commission has determined that pursuant to G.L. c. 268A, §6, prior to assigning any instructional material in which they have a financial interest, a faculty member must file a written disclosure and receive a written determination from the Vice President of Academic Affairs indicating the financial interest is not so substantial as to constitute a violation of the conflict of interest law. The text of the Commission's decision can be found online at:

<https://www.mass.gov/opinion/ec-coi-04-2>

If you are assigning instructional material in any of your courses from which you benefit financially, please complete the checklist below.

Checklist for Completing the College Disclosure Form

- ☒ Provide the information requested above the dotted line. Use the reverse side of the form or blank paper to provide a complete description of the materials.
- ☐ Attach a *self-addressed stamped envelope* with your *home mail address* if you wish to have the form mailed home.
- ☐ Attach a *self-addressed envelope* with your *on-campus mail address* if you wish to have it returned to you via inter-campus mail.
- ☒ Sign and date the form.
- ☒ Forward the form and *self-addressed envelope* to: Office of the Vice President of Academic Affairs, Bowman Hall
- ☒ A copy of the form will be returned to you with the Vice President's determination and signature.
- ☒ The Vice President will send the original to the State Ethics Commission.

If the Vice President of Academic Affairs finds financial interest is **not** sufficiently substantial, you may proceed with the materials selection process.

If the Vice President of Academic Affairs finds financial interest is sufficiently substantial, please contact your Department Chair/Graduate Program Coordinator to proceed with the materials selection process.