Huron COI Disclosure System Training Schedule

Over the past year, working with faculty and other stakeholders, UCF has been preparing to implement a new outside activity and conflict of interest (COI) disclosure system to replace ARGIS. The new Huron COI disclosure system for submitting Potential Outside Activity, Employment, and Conflict of Interest and Commitment Disclosures (AA-21) will go live on October 31st, 2022.

Starting the week of October 24th there will be live virtual sessions available to assist you with submitting your AA-21. Additional live trainings for Supervisors and COI Coordinators will take place on October 26th and 27th as well as November 2nd. Below you will find the individual groups, dates, times, and registration links for the Huron COI trainings. Also included is a brief description to help you determine which group(s) you may fall into:

Who should attend the Discloser training?
- Faculty, Executive Service, Post-doctoral employees
- Individuals in positions of trust (includes all employees in positions of director and above)
- Employees engaged in the design, conduct, and reporting of research or other types of sponsored projects at UCF

Who should attend the Supervisor training?
- Chairs, Deans, Directors, and Employees supervising disclosers listed above who submit an AA-21
- Principal Investigators who oversee employees working on research projects

Who should attend the COI Coordinator training?
- Employees who are designated as COI Coordinators for their department, college, or unit

Training Schedule			
Group	**Date**	**Time**	**Registration Links**
Disclosers	October 26th 2022	10AM - 12PM	Click here to Register for this training
	October 28th 2022	2PM - 4PM	Click here to Register for this training
	November 3rd 2022	10AM - 12PM	Click here to Register for this training
	November 9th 2022	2PM - 4PM	Click here to Register for this training
Supervisors	October 27th 2022	10AM - 11AM	Click here to Register for this training
	November 2nd 2022	1PM - 2PM	Click here to Register for this training
COI Coordinators	October 26th 2022	2:30PM - 3:00PM	Click here to Register for this training
	November 2nd 2022	10AM -10:30AM	Click here to Register for this training

On October 31, 2022, employees who submit a disclosure using the online AA-21 will receive a direct email from PCA@ucf.edu with a link to complete and submit a 2022-23 disclosure that covers the report period 8/8/2022 to 8/7/2023.

As always, we invite you to contact PCA@ucf.edu for any questions that you may have or if you need further assistance.