

ABOUT

Texas A&M AgriLife is committed to upholding the highest standard of ethical conduct and compliance with the legal obligations of the AgriLife agencies. In support of these efforts, the AgriLife Ethics and Compliance Office has been established within AgriLife Administrative Services to provide ethics and management advisory services, as well as to promote compliance with applicable federal, state, Texas A&M University System, and agency laws, policies, regulations, and procedures.

ETHICS AND COMPLIANCE LEADERSHIP

Debra 'Debi' Fincher, Director | 979.314.3441 | debra.fincher@ag.tamu.edu

Stephanie Payton, Executive Assistant II | 979.314.3442 | stephanie.payton@ag.tamu.edu

FUNCTION

CONTACT

Audit Liaison	Provides assistance and management support when units interact with internal and external auditors as well as for audit follow up and hotline investigations.	Brian Halfman Debi Fincher	979.314.3475 979.314.3441	brian.halfman@ag.tamu.edu debra.fincher@ag.tamu.edu
Ethics Point/ Investigations	Receives and investigates allegations of fraud, waste and abuse as well as violations of A&M System policy, AgriLife rules and procedures and state and federal laws.	Debi Fincher Brian Halfman	979.314.3441 979.314.3475	debra.fincher@ag.tamu.edu brian.halfman@ag.tamu.edu
Enterprise Risk Management/ Ethics and Compliance Plans	Assists with completion of agency's annual enterprise risk management plan/matrix, as well as ethics and compliance plans.	Brian Halfman Debi Fincher	979.314.3475 979.314.3441	brian.halfman@ag.tamu.edu debra.fincher@ag.tamu.edu
Environmental Health and Safety	Provides services that promote a healthy and safe environment and ensure regulatory compliance.	Kevin Helmer Charlotte Bajoie	979.314.3646 979.862.9199	kevin.helmer@ag.tamu.edu cbajoie@tamu.edu
Export Controls	Implements risk-based procedures to safeguard against export controls violations in the areas of sponsored research, educational activities, visitors, employment, international activities, financial transactions, contracts, shipments and technology commercialization.	Jenny Green Lynette Loche	979.314.3447 979.314.3173	jkgreen@ag.tamu.edu lynette.loche@ag.tamu.edu
Financial Conflict of Interest	Provides support in management, reduction, and/or elimination of financial conflicts of interest in research.	Kevin Helmer Debi Fincher	979.314.3646 979.314.3441	kevin.helmer@ag.tamu.edu debra.fincher@ag.tamu.edu
Hemp in Research	Provides support in research involving Hemp.	Donna Pulkrabek Debi Fincher	979.314.3644 979.314.3441	donna.pulkrabek@ag.tamu.edu debra.fincher@ag.tamu.edu
International Travel	Liaises with System Risk Management to provide assistance with travel to extreme-risk countries and regions.	Jennifer Green Debi Fincher	979.314.3447 979.314.3441	jkgreen@ag.tamu.edu debra.fincher@ag.tamu.edu
Management Advisory and Compliance Services	Assists units with methods of improving performance and productivity through analyzing processes for efficient and effective operation and preparation for audits.	Brian Halfman Kevin Helmer	979.314.3475 979.314.3646	brian.halfman@ag.tamu.edu kevin.helmer@ag.tamu.edu
Indirect Nepotism	Assists with regulations governing the employment of relatives or close acquaintances as related to sponsored research projects.	Donna Pulkrabek Kevin Helmer	979.314.3644 979.314.3646	donna.pulkrabek@ag.tamu.edu kevin.helmer@ag.tamu.edu

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FUNCTION (CONTINUED)

CONTACT

Open Records	Manages public information requests and compilation of responses to comply with the Texas Public Information Act.	Jennifer Green Debi Fincher	979.314.3447 979.314.3441	<i>jkgreen@ag.tamu.edu debra.fincher@ag.tamu.edu</i>
Programs for Minors	Provides support and guidance for events involving minors, including in laboratories and in programs such as Texas 4-H.	Kevin Helmer Debi Fincher	979.314.3646 979.314.3441	<i>kevin.helmer@ag.tamu.edu debra.fincher@ag.tamu.edu</i>
Records Management	Assists units in compliance with state and A&M System records management requirements and approves destruction requests.	Jennifer Green Stephanie Payton	979.314.3447 979.314.3442	<i>jkgreen@ag.tamu.edu stephanie.payton@ag.tamu.edu</i>
Research Compliance	Provides support in research areas related to Biosafety (IBC), Animal care and use (AACUC, IACUC) and Human Subject research (IRB).	Donna Pulkrabek Debi Fincher	979.314.3644 979.314.3441	<i>donna.pulkrabek@ag.tamu.edu debra.fincher@ag.tamu.edu</i>
Rules and Procedures	Coordinates the development, review, and approval of all new and revised agency rules and procedures.	Shannon Prescott Stephanie Payton	979.314.3648 979.314.3442	<i>shannon.prescott@ag.tamu.edu stephanie.payton@ag.tamu.edu</i>
Train Traq and Training	Coordinates train traq training and other compliance training	Beverley Rose	979.314.3442	<i>Beverley.Rose@ag.tamu.edu</i>
Unmanned Aerial Systems	Provides coordination for compliance with federal, System, and agency laws, policies, rules and procedures in the use of unmanned aerial systems for research.	Kevin Helmer Jennifer Green	979.314.3646 979.314.3447	<i>kevin.helmer@ag.tamu.edu jkgreen@ag.tamu.edu</i>

