

# **EXHIBIT 21**

THE STATE UNIVERSITY *of* NEW YORK

STATE  
UNIVERSITY  
01 JUL 1 2001



July 11, 2001

Ms. Terri Schillaci  
Associate Counsel  
New York State Ethics Commission  
39 Columbia Street – 4<sup>th</sup> Floor  
Albany, NY 12207

*John J. O'Connor*  
Vice Chancellor  
and Secretary  
of the University

Dear Ms. Schillaci:

State University Plaza  
Albany, New York  
12246

518 443 5362  
fax - 518 443 5159

oconnoj@  
sysadm.suny.edu

I understand from the Office of University Counsel at the State University of New York that I need to submit an Outside Activity Report for my serving as Executive Director of The American Ditchley Foundation. I am pleased to do so at this time.

Please note that upon my formal appointment as Vice Chancellor and Secretary of the University in June 24, 1997, my ongoing responsibilities as director and assistant secretary of The American Ditchley Foundation were discussed. The Board agreed that I could continue with those duties as they did not interfere with my State University responsibilities. I enclose a letter from Board Chairman Thomas F. Egan confirming that action.

I had previously served the State University first in a consulting, and then "acting" capacity, which contributed to the omission in filing my initial Outside Activity Report. Since my formal appointment in 1997, I have annually reported income from the Foundation in Ethics Commission filings and to the State University. Over this period, my Foundation title has changed from Director to Executive Director, though my responsibilities have remained the same.

I appreciate your bringing this matter to my attention and hope that this is responsive.

With best regards.

Sincerely,

John J. O'Connor

Enclosure

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NEW YORK STATE ETHICS COMMISSION  
39 COLUMBIA STREET; 4th FLOOR  
ALBANY, NEW YORK 12207

**Outside Activity Report**

NAME (Last, First, M.I.) O'Connor, John TITLE Vice Chancellor and Secretary of the University

STATE AGENCY State University of New York REGULAR WORK SCHEDULE FROM 9 am TO 6 pm REGULARLY SCHEDULED WORK DAYS MON-FRI [ ] OTHER

STATE AGENCY ADDRESS State University Plaza, Albany, NY 12246

HOME ADDRESS [REDACTED]

All correspondence should be sent to my  State Agency Address [ ] Home Address

This is a request for approval of:

[ ] holding an elected or appointed public office; e.g., mayor or uncompensated Town Board member.

[ ] holding public employment from which I would receive more than \$4,000 annual compensation or the per diem amount provided to such position.

Position: \_\_\_\_\_

private employment, engaging in a profession or business or other outside activity from which more than \$4,000 annual compensation would be received.

Position and Employer: Executive Director, The American Ditchley Foundation

Specify hours per week 3 and

days and hours during which you will be engaged in the outside activity Evenings, miscellaneous lunches, weekends, (vacation days for board meetings)

Does your private employment, profession or outside activity conduct any business with your employing state agency or any other state agency? [ ] YES  NO

[ ] my serving as a director or officer of a profit-making corporation or institution.

Name of corporation/institution: \_\_\_\_\_

Specify hours per week \_\_\_\_\_ and

days and hours during which you will be engaged in the outside activity \_\_\_\_\_

Does the corporation/institution conduct any business with your employing state agency or any other state agency? [ ] YES [ ] NO

You MUST ATTACH a copy of your state job duties AND a description of your outside activity.

Signature  [Signature] Date 7/12/01

**APPOINTING AUTHORITY CONSENT (MUST be completed by appointing authority):**

I give my consent to the above-stated outside activity, having determined that this request is appropriate, considering Sections 73 and 74 of the Public Officers Law; this agency's applicable policies, procedures or rules and regulations governing employee conduct; and other factors such as (specify factors, if appropriate):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Authorized Signature  Thomas J. Egan Date 7/12/01  
Title Chairman, Board of Trustees

John J. O'Connor

Description of Outside Activity

Executive Director and Assistant Secretary, The American Ditchley Foundation / The Ditchley Foundations, Oxfordshire, England

The American Ditchley Foundation is the US branch of The Ditchley Foundations, a British not-for-profit foundation which hosts conferences on issues of importance to the US-European community. Conferences are held at the Ditchley Park Conference Center in Oxfordshire, England near Oxford University. The Foundations are led by John Major, the former British Prime Minister; Lord David Windlesham, head of Brasenose College, Oxford; and John Brademas, President Emeritus of New York University.

As Executive Director, I am responsible for:

Recruiting top-level leaders in US government, business, education and the not-for-profit sector to take part (pro bono) in Ditchley Conferences throughout the year. Approximately 5 US participants attend each of 14 conferences, for a total of 70 American attendees over the course of a year.

Recruit an annual Ditchley Lecturer once every three years.

Organizing two meetings of the American Ditchley Board of Directors and two meetings of the American Ditchley Advisory Council each year (spring and fall) in New York City.

Participating in the Annual Meeting of the Foundation in Oxfordshire. (summer) and attending one or more of the Ditchley Conferences each year.

Participating in New York-based meetings related to US – Great Britain issues, including meetings with diplomatic officials, as requested by Foundation officials in England.

Hosting Prime Minister Major and/or Lord Windlesham on annual visits to New York.