

FACULTY AGENDA ITEM NO 18-8

Date: October 9, 2017

Submitted by: *Faculty Handbook Committee-*

SUBJECT: ***Modification to Handbook – Employment Outside the University***

Rationale: It is currently unclear in the Faculty Handbook how to deal with requests for faculty to be employed by external entities while maintaining their full-time status at Washburn University. These modifications attempt to clarify the policy in Section Five II – Employment Outside the University.

Description:

Current wording Section Five II:

II. Employment Outside the University

Faculty members may engage in a reasonable amount of consulting assignments outside the University as long as these do not interfere with the effective discharge of the University's duties. Before accepting a position or performing any consulting service outside the University, a faculty member must notify his/her department chairperson and/or the Dean of the appropriate school or college of the nature of the assignment and an estimate of the amount of time to be spent in the outside activity. The member must receive approval in writing from the Dean of the school or college.

Proposed wording Section Five II:

II. Employment Outside the University

Full-time faculty members may engage in a reasonable amount of compensated work outside the University as long as the work does not interfere with the effective discharge of the faculty member's University duties. Before accepting a position or performing any compensated work outside the University which has the potential to conflict with expected work hours, use significant university resources, or create a conflict of interest, a faculty member must notify his/her department chairperson and/or the Dean of the appropriate school or college of the nature of the assignment and an estimate of the amount of time to be spent in the outside activity. The member must receive approval in writing from the Dean of the Major Academic Unit and the Vice President for Academic Affairs before such work can be conducted. Short-term engagements for which a small amount of compensation is received do not constitute compensated work. All compensated work must be reported on the faculty member's conflict of interest form.

As relates to teaching, in accordance with the WUPRPM Section 5.5.2, full-time faculty members are prohibited from serving in a teaching capacity, with or without compensation, on a full-time or part-time basis with another higher education institution without the advance approval of the Major Academic Unit Dean, which may not be unreasonably denied.

Financial Implications: None

Proposed Effective Date: *Immediately*

Request for Action:

Approved by: *FHC on September 27, 2017*

FAC on November 27, 2017

Faculty Senate on December 4, 2017

Attachments Yes **No**