



Number: SCP 2562.A
Effective: November 1, 1984
Revised: September 1, 2000

OUTSIDE EMPLOYMENT OR NON-COLLEGE RELATED ACTIVITIES

The following is quoted from BOD Policy No. 36. The appointment of a person to a full-time faculty position at an institution is made subject to the following conditions:

- (1) "The appointee shall render full-time service to the institution to which appointed. Outside activities shall not be restricted unless such activities or employment interfere with the adequate performance of academic duties. The administration of each institution shall establish a program of periodic review of outside services of appointees to guide faculty members.
(2) If outside employment or service interferes with the performance of the appointee, the institution has the right to make such adjustments in the compensation paid to such appointee as are warranted by services lost to the institution, and institutional equipment and materials used."

To assist in fulfilling the obligations for periodic review, please answer the following questions:

- 1. Are you employed or engaged in non-college activity which would fall under the intent of BOD policy stated above?
Yes - Please describe below.
No
2. Do you plan other employment or non-college activity which would fall under the intent of BOD policy stated above, during this school year?
Yes - Please describe below.
No

Comments or explanations:

Date

Signature

Print Name