

June 2012

5.327 Faculty Outside Employment

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Type of Policy <input checked="" type="checkbox"/> University <input type="checkbox"/> <i>Campus</i> <input type="checkbox"/> <i>Department/Unit</i> <input type="checkbox"/> Interim		Faculty Outside Employment Policy 5.327	
Academic Policies		Effective date: June 5, 2012	
Policy History:	Approved by:	Resolution #	Date
Approved	Chancellor	N/A	June 5, 2012
Revised			
Responsible Office	Responsible Administrator:	Contact information	Applies to:
Office of Vice Chancellor For Academic Affairs	Vice Chancellor for Academic Affairs	937-769-1890	All Faculty

I. Introduction and Purpose

Antioch University believes that faculty members have the right to engage in paid outside work, but this right should be exercised with responsibility to the unit, campus, and university. The purpose of this policy is to inform faculty of their rights and responsibilities regarding outside employment.

II. Scope

This policy applies only to outside work that is engaged within the scope and duration of the faculty contract term. This policy does not restrict faculty from engaging in outside work, other than in those cases in which such work would interfere with the faculty member's professional contractual obligations to Antioch University or compromise the competitive well-being of the unit, campus, or university.

III. Outside Employment Guidelines

A. Outside employment must not interfere with the full-time faculty member's professional contractual obligations to Antioch University. Within the scope and limits of these contractual responsibilities, the university recognizes the value of allowing faculty members to advance their professional knowledge and skills through limited outside work that aids in the

professional advancement and effectiveness as educators and scholars, and/or renders to the public specialist services.

B. At no time may the outside work be in conflict with the interest of unit, campus, or university.

C. It is an accepted standard in higher education that time devoted by faculty to outside work should not exceed more than the equivalent of one day per week during the contract term. It is the faculty member's responsibility to insure that time devoted to outside work is informed by these guidelines, assuring foremost that such work does not interfere with contractual responsibilities with Antioch University.

D. Faculty members are required to document, disclose, and obtain approval in advance from their Unit Heads any outside work using form 4.205:01. This written disclosure and approval form should be provided annually thereafter at the time of the contract renewal, generally July 1, of each year. In addition, faculty members shall report outside work engagements conducted throughout the contract term as a part of their annual performance review.

E. Failure to maintain these standards may be sufficient cause for a faculty member to be subject to adverse action up to and including dismissal from Antioch University.

Policy Cross Reference

Faculty Classifications	Policy #5.301
Core Faculty Contracts, Development Plans and Evaluations	Policy #5.305
Conflicts of Interests	Policy #2.105

Forms Cross Reference

Outside Employment Disclosure and Approval Form	Form # 4.205:01
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