

# SUL ROSS STATE UNIVERSITY

*A Member of the Texas State University System*

**SRSU Policy:** Outside Employment  
**SRSU Policy ID:** FH 2.09  
**Policy Reviewed by:** Executive Vice President and Provost  
**Approval Authority:** President of the University  
**Approval Date:** July 9, 2013  
**Next Review Date:** July 9, 2018

Sul Ross State University does not have a policy on outside employment aside from the guidelines on outside employment which appear in the *Rules and Regulations, Texas State University System*.

The statement on Outside Employment is printed in the *Rules and Regulations, Texas State University System*, Chapter V, Section 4.83, and is as follows:

## **Consultative or Advisory Employment:**

Faculty members of component universities "should not be discouraged from accepting appropriate appointments of a consultative or advisory capacity with governmental agencies, industry, or other educational institutions as long as such activities do not conflict with the individual's work at the Component. The consideration to the System of such activity is the improvement of the individual through contact with the nonacademic world. Faculty members should be discouraged from accepting regular employment outside the Component because such does not directly benefit the Component as indicated herein" (*Rules and Regulations, Chapter V, Section 4.831*).

## **Conflict of Interest:**

"Conflict of interest should be avoided in all instances of outside employment. Conflict of interest means any outside activity which intrudes upon the faculty member's responsibility" to the University (*Rules and Regulations, Chapter V, Section 4.832; See also Section 2.4, Chapter V, Rules and Regulations, Texas State University System and Chapter VIII, Ethics Code*).

No member of the faculty shall accept employment or any position of responsibility if the discharge of such employment or responsibility will be antagonistic to the interests of the State of Texas or the System or any of its component universities.

"Every member of the faculty who gives professional opinions must protect the System and its Components against the use of such opinions for advertising purposes. That is, when work is done in a private capacity, the faculty member must make it clear to the employer that such work is unofficial and that, absent the President's prior approval, the name of the System and its Components are not in any way to be connected with the faculty member's name. Exceptions may be made for the name of the author attached to books, pamphlets, and articles in periodicals, and the identification of an individual in publications of corporations or companies related to service as a member of an advisory

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council, committee, or board of directors" (*Rules and Regulations*, Chapter V, Section 4.834).

## **Use of University Facilities:**

"No member of the faculty engaged in outside remunerative activities shall use in connection therewith the official stationery, supplies, equipment, personnel services, or other resources of the System or any of its Component universities. Nor shall such member of the faculty accept pay from private persons or corporations for tests, essays, chemical analysis, computer programming, bacteriological examinations, or other work of a routine character which involves the use of property owned by the System or its Components" (*Rules and Regulations*, Chapter V, Section 4.833).

## **Reporting and Approval Requirements:**

"Any faculty member who seeks to engage in remunerative employment or consulting outside of his or her primary employment relationship with the Component, shall notify and obtain written permission from the head of his or her department before beginning such outside employment or consulting. If his or her department head determines that the employment or consulting serves a public purpose and does not unreasonably interfere or conflict with the faculty member's obligations or duties to the Component, the department head may authorize the employment or consulting" (*Rules and Regulations*, Chapter V, Section 4.836).

No member of the full-time faculty of the System employed on a twelve-month or nine-month basis shall be employed in any outside work or activity or receive from an outside source a regular retainer fee or salary during the period of employment by the University until a description of the nature and extent of the employment has been filed with and approved by the Executive Vice President and Provost. The Outside Employment form is located in the Appendix.