

**Conflict of Commitment occurs when the personal or other non-College related activities of an employee at the College impair the ability of that employee to meet the employee's commitment of time and energy to the College.**

- 1. Regular Professional Activities.** Activities considered to be within the regular work duties and obligations of faculty members. These activities include (but are not limited to) teaching; research and application of research findings; preparation, publication, and review of articles and books (whether for royalty or not); preparation and delivery of lectures; scheduling and maintaining office hours; administering examinations; being accessible to students, staff, and other faculty members; sharing in service responsibilities; providing consultation to government agencies; serving on advisory bodies; participating in professional societies; and participating in artistic performances or activities. With each of these, the following shall apply: (1) the activities are related to the faculty member's professional field and (2) no compensation is received other than royalties from intellectual property rights or honoraria typically given for service on federal or state advisory panels or for presentations to scientific and professional meetings.
- 2. Outside Professional Activities.** Activities within a faculty member's area of professional academic expertise and that advance or communicate that expertise through interaction with industry, scientific and professional bodies, the community, or the public. Outside professional activities may be compensated or uncompensated. These activities include (but are not limited to) consulting for remuneration (e.g., providing services to individuals or firms, education programs presented by private firms or independently by faculty members) or engaging in a deeper involvement with commercial enterprises (e.g., ownership in a commercial enterprise, holding a line management position).

3. **Outside Non-Professional Activities.** Activities not directly related to a faculty member's area of professional academic expertise and that take place outside the College context. These activities include (but are not limited to) volunteering for a local community event; working part-time in a sales or services position; and nonpartisan public service where the activities are not associated with one's job and are not carried out during normal working hours.

### **Application of Conflict of Commitment Policy Faculty**

South College encourages its professional faculty members to undertake outside professional activities that will increase their effectiveness and broaden their experience in relation to their functions at the College, or which will be of service to the community, private sector, nation, or world, provided:

- ✓ the cumulative total of outside professional activities and overload activities does not interfere with the performance of the faculty member's College duties;
- ✓ the outside professional activities do not involve use of College property, facilities, equipment, or services, except as approved by the faculty member's academic program Chair or Dean;
- ✓ the faculty member makes it clear to the outside employer, and to all others with whom the faculty member interacts, that he or she is acting in an individual capacity and does not speak, write, or act in the name of the College; and
- ✓ the outside professional activity is consistent with policies of the faculty member's academic program.

A full-time faculty member may engage in outside professional activities related to the faculty member's College responsibilities during one day in each workweek during periods of full-time employment. A part-time faculty member is allowed to devote time to such outside professional activities in an amount proportional to the faculty member's full time equivalent (FTE). With supervisor approval, a reasonable amount of averaging the time allowance over the quarters of an academic year is permissible. Outside activities that cause an actual conflict of commitment must be acted upon by the faculty member's academic program Chair or Dean using the Conflict of Commitment Acknowledgement before engaging in the outside activity.