

Faculty Consulting, External Employment, and Conflicts of Interest

System Regulation: 31.05.01

Approved: July 31, 1996

Most Recent Revision: July 10, 2023

Next Scheduled Review: July 10, 2028

System Regulation: 31.05.02

Approved: November 22, 1999

Most Recent Revision: July 10, 2023

Next Scheduled Review: July 10, 2028

A&M-Commerce Rule: 31.05.01.R1

Approved: September 4, 2014

Most Recent Revision: August 13, 2021

Next Scheduled Review: August 13, 2026

Responsible University Office:

Human Resources

Responsible University Administrator:

Chief Human Resources Officer

Faculty members are encouraged to make their expertise available to business, industry, government, professional societies, and other appropriate entities. Such professional employment serves to strengthen the individual faculty member, improve the educational status of the department, and enhance the image of the university.

Consulting and/or external professional employment may be authorized provided that (a) these activities do not interfere with the faculty member's proper performance of his or her regular duties and do not exceed 15 business days in a fiscal year; (b) no materials, supplies, or equipment belonging to the university are used without compensation to the university; and (c) it is clearly understood that the faculty member is acting as an individual and not as an agent of the university. Request for approval of consulting and/or external professional employment must be submitted using the [System Faculty Consulting and External Professional Employment Application and Approval Form](#) 60 days in advance, or as soon as possible. Written approvals are given on this form by the department head, the college dean, the provost and vice president for academic affairs, and the president.

Release time, if any, will be granted on a semester-by-semester basis. Approval for activities requiring no release time will be approved on an annual basis. Consulting and/or external professional employment exceeding 15 business days during any one fiscal year will require a specific rationale.

For external employment that is not directly related to the faculty member's professional discipline, he or she must submit the [External Employment Application and Approval Form](#). Written approvals are given on this form by the department head and university president. See System Regulation [31.05.02](#) for more information on external employment that is not directly related to faculty professional discipline, including conditions of approval and circumstances regarding release time.