Texas A&M University-Commerce

Faculty Consulting and/or External Professional Employment Application and Approval

With few exceptions, you have the right to request, receive, review and correct information about yourself collected using this form.

Employee name: _	First		Middle		Last	
Rank or Title:						
College:						
Department:						
1. Name and addr	ess of employing	g firm, agency or inc	lividual:			
			ure of relationship with ext include where the work w			
3. Release time re	equested?	Yes	No. If yes, the following is	s my basis for rec	uesting release time	
employment du	ring the time per	riod of this request (s	value received for faculty see Item 5)\$>10,000-\$25,000		·	
Note: Faculty than one year.	consulting or e	external profession ions, regardless of	al employment requests length, terminate on Au each fiscal year, defined	s will not be gran	nted for a period lo current fiscal year.	nge
5. Period of reque	st: Date		through Date (No late		of current fiscal yea	 ır)
Total release tir	ne requested for	r period (if none requ	uested, state N/A):			
			the amount and type of e			

INTELLECTUAL PROPERTY NOTICE: System Regulation 31.05.01, Faculty Consulting and/or External Professional Employment, provides that a faculty member will not enter into any faculty consulting and/or external professional employment agreement that grants third-party rights to intellectual property conceived, reduced to practice or developed:

- a) with system or member-administered funds and/or with significant use of system resources;
- b) after the conclusion of the agreement; or
- c) outside the agreement's technical scope.

CERTIFICATION

I request permission to accept faculty consulting and/or external professional employment. The proposed employment will not interfere with my assigned duties. I will ensure that my assigned duties arising during periods of approved release time will be performed by me or another individual authorized by the member. In such faculty consulting and/or external professional employment, I will act as an individual and not as a representative of A&M-Commerce.

I agree to furnish reports and additional details of employment as required.

I have read System Policies 07.01, Ethics, and 31.05, External Employment and Expert Witness, and System Regulation 31.05.01, Faculty Consulting and/or External Professional Employment, and agree to conduct my faculty consulting and/or external professional employment in accordance with these policies and this regulation. I feel that my value as a faculty member and my own professional status will be enhanced and improved by the proposed faculty consulting and/or external professional employment.

I certify that:

- any potential or actual conflict of interest between this faculty consulting and/or external professional employment
 and my responsibilities as an employee of A&M-Commerce will be promptly disclosed and managed, reduced
 or eliminated in accordance with applicable federal or state law, system policies or regulations and/or the
 member's rules and procedures;
- this faculty consulting and/or external professional employment will be conducted at no expense to A&M-Commerce
 except as authorized by A&M-Commerce policies and regulations;
- all activities performed in connection with the faculty consulting and/or external professional employment will be conducted in accordance with the highest ethical standards of my profession; and
- this proposed faculty consulting and/or external professional employment complies with the provisions of the intellectual property notice stated above.

Employee signature					
Universal Identification Number		 Date			
Approval recommended:	Release time recommende	d?	Yes	No	
Supervisor or Department Head		 Date			
Approved:	Release time approved?		Yes	No	
College Dean		Date			
Provost/Vice President for Acadimic Affairs		Date			
		Date			—