Policy Title: Consulting Time

Policy & Procedure Statement:

Faculty may engage in outside activities only after review and approval of the Dean. Appropriate outside activities can enrich professional competence and provide a service to society. Full-time faculty members, however, are expected to devote substantially all of their working time and efforts primarily to their duties to ICOM. The following guidelines should be borne in mind:

- As a general rule, any outside employment or consultation should contribute affirmatively to the faculty member’s professional advancement and correlate with the faculty member’s duties to ICOM.
- A primary consideration should be whether outside activities interfere substantially with the faculty member’s classroom teaching schedule, student interviewing and counseling role, scholarly activities or other teaching responsibilities.

The Dean must be consulted in advance in those instances where proposed outside activities, such as regular outside private practice, part-time teaching at other educational institutions, or substantial educational undertakings, could have a negative impact upon faculty duties and responsibilities.

Approved by: