

HOOP 2.19: Conflict of Interest and Outside Activities

Decision Matrix for Faculty

Type/Extent of Outside Activity	Procedures and Responsibilities of the Faculty Member		
	Prior Approval by Dean or Designee Required?	Effort Allowed During Regular Work Hours, Provided Work Does Not Interfere with Regular Work Responsibilities?	Retaining Honoraria, Compensation or other benefits as Personal Funds Allowed?
Category 1: Service closely related to the university mission and beneficial to the university on governmental, university or non-profit boards, study sections, committees, and for other compensable academic-related activities (e.g. royalties, authoring or editing of scientific publications)	Yes	Yes	<p>Yes, as long as:</p> <ul style="list-style-type: none"> • Services are not requested because of faculty member's government position; • Faculty member does not exercise discretion related to contracts, purchases or other financial transactions involving the entity providing the honoraria (if so, certain restrictions apply to accepting the honoraria); and • the honoraria would not influence the faculty member's university duties.
Category 2: Attending/speaking at conferences, symposia, seminars, consultative or advisory activities with governmental agencies, private industry, or other institutions, whether compensated or not, conducting activities closely related to the university mission and beneficial to the university.	Yes	Yes - Not exceeding 30 working days in any fiscal year unless exception approved by the President, dean or designee	
Category 3: Service as a consultant for a for-profit (i.e. commercial) enterprise that benefits the faculty member but is not closely related to the university mission and/or beneficial to the university	Yes	No - must work outside regular work hours or use vacation or leave without pay	
Category 4: Other outside un-related activities (e.g. service to a neighborhood association)	No		
Category 5: Professional fees generated for all patient care services, fees for all court appearances, depositions, or legal consultations by members of the MSRDP or DSRDP	Yes	Yes	
			N/A