

Title of Issue (short descriptive title by which the issue may be referenced)

Clarification of Outside Employment Policy

Description of Issue

The outside employment policy does not contain a definition of "outside employment," except to say that it does not include grants and contract awarded to the University. This leaves at least two things unclear:

1. Are some outside activities that involve payments so de minimis in terms of the amounts of time and money involved that they fall below the threshold where formal approval is needed?
2. Faculty sometimes receive fairly nominal amounts of money for research activities, i.e., book royalties or honoraria for invited talks. Does this qualify as "outside employment" within the scope of the policy?

Rationale for Submission

My impression is that at present Academic Affairs interprets the idea of outside employment more broadly than has been the case previously. This may be appropriate, but whether it's interpreted broadly or narrowly we ought to make sure that the definition is well understood by all faculty members. Otherwise faculty will either be wasting time by going through the approval process unnecessarily or leaving themselves vulnerable by failing to get approval where they should. If in fact there is already a clear definition in practice then making this explicit in the policy would be straightforward.

Name	Dale Miller
Department	College of Arts and Letters
Email	demiller@odu.edu
Date	Jan 10, 2025