



Conflict of Commitment and Leaves

A Primer on APM 025/671 and APM 700

Presented by

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APM 025/APM 671 – Conflict of Commitment and Outside Activities of Faculty Members



- You are the Chair of the Digital Art Department. At the start of fall quarter, you find yourself in casual conversation with a member of your faculty, Professor Sketch (an academic year faculty member), who happens to mention that she taught a short summer school course at Williams College in Massachusetts over the month of August.

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- Professor Sketch also mentions that she has been approached by the Crocker Art Museum in Sacramento with a request for her to provide services as a consultant on their collection. She tells you that she may ask one of her graduate students to collaborate with her on this project.

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- Finally, Professor Sketch tells you that she will be away from campus for a couple of weeks in October because she is attending a conference in Japan and then taking care of some family business in Michigan. She says she has arranged coverage for her classes and she will be checking her email during her absence.

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- **Category I** – Activities that require PRIOR APPROVAL of the VICE PROVOST, and must be disclosed annually:
 - Teaching at a non-UC School
 - Employment outside of the University
 - Assuming a founding or a co-founding role of a company
 - Assuming an executive or managerial position outside of the University.

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- **Category II** – Activities that must be disclosed annually
 - Additional University-compensated teaching, including teaching University Extension Courses.
 - Consulting or Testifying as an Expert Witness
 - Providing consulting services or professional practice as a sole-proprietorship or single-member professional corporation
 - Serving on a board of directors outside of the University
 - Presenting a workshop for industry



Annual Limits on Category I and Category II Activities



- Even with prior approval for Category I activities, faculty cannot exceed 39 days per year (academic year faculty) or 48 days per year (fiscal year faculty) of Category I and Category II activities combined.
- Unused days do not roll over to the following year
- For academic year faculty, the summer months do not count against the 39 day limit (unless the faculty is earning summer salary)
- The policy requires the days spent on Category I and Category II activities to be evenly distributed throughout the year.

Student Involvement In Outside Professional Activities



- APM 025/APM 671 require that faculty get advanced written permission from their department chairs prior to involving any student in any Outside Professional Activity.

APM 671 Health Sciences Compensation Plan Participants – Earnings Threshold for Outside Professional Activities

- For faculty who are participants in the Health Sciences Compensation Plan, any compensation earned from Outside Professional Activities in excess of the greater of \$40,000 or 40% of base salary (scale 0) must be remitted to the Health Sciences Compensation Plan.

Leave policy for Faculty

- “Academic year appointees are expected to be present from the beginning of the Fall Semester (Quarter) through the end of the Spring Semester (Quarter). Any appointee returning after the beginning of the Fall Semester (Quarter) or leaving before the end of the Spring Semester (Quarter) should apply in advance for a leave of absence in accordance with these sections.” (APM 700)



Leave policy for Faculty (Continued)



- “Department chairs may approve leaves of absence **for seven calendar days or less** to attend professional meetings or for University business.” (APM 752)