

Faculty Outside Professional Activities and Conflict of Commitment (AC80)

Full-time university faculty are encouraged to engage in outside activities when such activities enhance the mission of the University and do not compete with the University. Faculty members' primary professional duties and responsibilities are to the University, and such primary obligations require that faculty be available and accessible to fulfill the requirements of their appointment. This Policy is not intended to discourage Outside Professional Activities but aspires to ensure that all such activities do not conflict or materially interfere with any faculty member's appointment with the University, with reference to the University's mission.

Time Limits

A faculty member may engage in Outside Professional Activities up to forty (40) hours per month throughout the duration of their Appointment Period ("Monthly Time Limit"). Thus, faculty with a thirty-six (36) week appointment may engage in Outside Professional Activities for a maximum of forty (40) hours per month for the 36 weeks of their appointment period, but no more than 360 hours total during that 36 week period; and, faculty with a forty-eight (48) week appointment may consult for a maximum of forty (40) hours per month for the 48 weeks of their appointment, but no more than 480 hours total during that 48-week period ("Annual Time Limit"). Full-time faculty on a temporarily reduced appointment or partial supplemental salary should contact the Office for Research Protections to determine how time limits apply.

Required Prior Approval

A faculty member must request and obtain prior written approval for their department head prior to engaging in the following Outside Professional Activities, regardless of whether these activities take place during or outside of the Appointment Period (except as specifically noted):

- Exceeding the Monthly or Annual time limits defined above during the Appointment Period;
- Involving undergraduate or graduate students, or University staff, in Outside Professional Activities;
- Starting a Company;
- Outside Teaching during the Appointment Period;
- Outside Professional Activities that involve the conveyance of intellectual property rights to another entity;
- Compensated (money or In-Kind) Research from all foreign and domestic entities that is not subject to approval by the Office for Sponsored Programs;
- Research at other entities for which there is a required time commitment or an agreement/contract between the faculty member and the other entity;
- Chairing a doctoral or graduate committee at another university;
- Holding a foreign or domestic position or professional appointment, including honorary, adjunct, and visiting positions or appointments, at another university (this includes titled academic, professional, or institutional appointments whether full-time, part-time, or voluntary) whether or not remuneration is received, other than those solely for the purpose of teaching a course outside of the Appointment Period;
- Running or having fiduciary responsibility for a Research endeavor at another entity (e.g., a lab, institute, program);
- Participation in programs sponsored by foreign governments, instrumentalities, or entities, including foreign government-sponsored talent recruitment programs;

- Becoming an employee of or assuming an executive or management position for a third party entity (e.g., as President, Chief Scientific Officer, etc.) including serving on advisory board positions that have fiduciary responsibilities on behalf of the third-party entity.

Such requests are made by submitting an [Outside Professional Activities Request](#) form. Department heads and unit heads shall review all Outside Professional Activities Requests for approval to ensure the proposed Outside Professional Activities do not violate this Policy and are appropriate in relation to the performance of the faculty member's regular University duties.

The following academic activities **will not be approved**:

- Holding a tenure-line appointment another institution.
- Holding tenure at another institution.

Detailed information about AC80 can be found here: <https://policies.psu.edu/policies/ac80>