

Smeal Guidelines for the Implementation of AC80

AC80, Faculty Outside Professional Activities and Conflict of Commitment (policy.psu.edu/policies/ac80), addresses conflict of commitment in the professional activities of faculty.

The Dean's Office has established the following guidelines to help Smeal faculty apply AC80 to their specific situations. Additionally, the Senior Associate Dean is available to assist faculty in complying with AC80.

The following activities do not require prior approval by the Department Head and Dean:

- giving a seminar or a not-for-credit short course (of no more than six weeks duration) at another institution;
- serving on a doctoral or master's thesis or dissertation committee at another institution, when any compensation is only for travel expenses and an honorarium of no more than \$1,000 and the faculty member is not the committee chair;
- teaching that is not for academic credit, including teaching professional education courses necessary to earn or maintain a professional designation or license (e.g., ASA, CERA, CFA, CMA, CPA, FSA, or Real Estate License);
- teaching that is not in the general area of expertise of the faculty member's appointment at Penn State and is not offered through a post-secondary institution of higher education.

The following activities require prior approval by the Department Head and Dean:

- teaching or research appointments (even short ones) that include intellectual property agreements;
- teaching for credit at another institution of higher education during the appointment period, though this may be permitted, particularly when on a one-year sabbatical;
- chairing doctoral or graduate committees at another institution of higher education; and
- holding an honorary chair or lab chair at another institution.

The following academic activities will not be approved:

- tenure at another institution, or
- teaching for an online-only post-secondary institution of higher education.

Created November 18, 2022 by S. Huddart.

Revised December 7, 2022 by S. Huddart and endorsed by the Advisory Committee.