

BAGLEY COLLEGE OF ENGINEERING OPERATING POLICY AND PROCEDURE
EOP 34
Outside Employment Policy and Approval Process

PURPOSE

It is recognized at Mississippi State University and within the Bagley College of Engineering that appropriate consulting and other outside employment activities may be mutually beneficial to members of the faculty and research staff, and to the Bagley College of Engineering.

REVIEW

This Engineering Operating Policy and Procedure (EOP) will be reviewed every four years (or whenever circumstances require an earlier review) by the Bagley College of Engineering Administrative Council with recommendations for revision presented to the Dean.

POLICY/PROCEDURE

Both the nine-month academic faculty and twelve-month research faculty and staff in the Bagley College of Engineering are permitted to engage in outside employment provided permission is first obtained (see AOP 13.10 and HRM 60-415). The outside employment must not interfere with the institutional duties of the faculty or staff member involved and should not compete in any manner with a similar business or profession over which the faculty member would have direct supervision, inspection, or purchasing authority within the University, as such would be a conflict of interest. The Bagley College of Engineering allows an average of one day per week of outside consulting services during the academic year for nine-month faculty. The Bagley College of Engineering allows an average of one day per week of outside consulting services for twelve-month research faculty and staff. Twelve-month research faculty and staff members are required to submit personal leave associated with approved consulting services. Management of the workload of individual faculty and staff is the responsibility of the academic department heads and research center directors.

APPROVED:

Sarah A. Rajala	October 4, 2011
Dean of Engineering	Date

REVISED:

Jason M. Keith	May 9, 2017
Dean of Engineering	