

2512 Outside Employment

Effective Date: 7/1/2024 | Last Reviewed: 7/1/2024 | Old Policy Number: A10.6

Stonehill College recognizes that faculty members are presented with opportunities to engage in professional activities outside the College, for which they are compensated. Because the primary professional commitment of full-time faculty members is to Stonehill College, it is important that such activities not interfere with the performance of their duties at the College, as defined in the Faculty Handbook, and must be approved each year by the Vice President for Academic Affairs. Normally, full-time faculty will not teach more than one course per semester outside of Stonehill.

This policy applies to full-time faculty members during the period of their academic year contracts with Stonehill College and to the activities during that period for which they are compensated over and above their compensation from Stonehill College.

At the time of reappointment each year, all faculty are asked to complete and submit to the Office of Academic Affairs a Remunerative Employment Request Form on which they will indicate whether they will be compensated for outside employment during the upcoming academic year (instructional or non-instructional). The form asks for the following information:

- a. the institution;
- b. the position held;
- c. nature of the outside activity;
- d. the amount of time involved.

The Office of Academic Affairs will inform individual faculty members if their request for outside employment is not approved by the Vice President for Academic Affairs.