

## **6HX19-2.33    OUTSIDE EMPLOYMENT AND CONSULTING SERVICES**

The purpose of this Board Rule is to establish Board policy regarding outside employment and consulting services performed by full-time employees of the College.

The success of the College is dependent on the good will, support, and respect of the community. All employees must evaluate opportunities for outside employment and consulting services with regard to ethical and professional propriety. Outside employment and consulting services which may violate professional ethics, present a conflict of interest, or that may negatively impact an employee's ability to perform his or her primary responsibilities to the College must be avoided.

College employees may provide outside consulting services for compensation as long as the outside consulting services do not involve processes or documents which were developed in the course of performing their duties and responsibilities at the College and which might reasonably be considered as property of the College. Consulting for fees must be performed outside the normal College duty hours or by using either vacation or personal leave. Consultation with accrediting associations, visits to other institutions as a team member representing the accrediting association, and consulting services related to the employee's position at the College that result in reimbursement of expenses are permissible and may be performed while the employee is on temporary leave, provided that the employee obtains approval from his/her immediate supervisor.

The President may establish procedures regarding outside employment and consulting services performed by the College's full-time employees. Violations of this Board Rule and related procedures shall be grounds for disciplinary action, and/or requiring that the employee terminate his/her outside employment.

Rule Adopted:            6/13/74; 8/25/75; 11/19/79; 3/17/86; 11/16/87; 10/21/97; 11/18/08

Effective Date:         6/13/74; 10/7/75; 11/19/79; 3/17/86; 11/16/87; 10/21/97; 11/18/08

**Reviewed:**

**President's Administrative Leadership Team – Non-Substantive/Editorial: 6/11/18**

Legal Authority:

General Authority:       Florida Statutes: 1001.64; 1001.65

Other References:

Law Implemented:       Florida Statutes: 1001.64(1)(2)(4)(18)(44); 1001.65(1)(3)(24)

Proposer:     Timothy L. Beard, President