

6HX19-2.33 Outside Employment and Consulting Services

This Board Policy governs outside employment and consulting services performed by employees of Pasco-Hernando State College (College).

The success of the College is dependent on the goodwill, 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.

Part-time employees, including adjunct faculty, are restricted to no more than 29 hours per week of employment across all institutions covered under the State Group Insurance Plan (i.e., PeopleFirst). Work hours for part-time employees may be reduced to ensure the 29 hours per week are not exceeded. New part-time employees actively eligible for coverage under PeopleFirst may be required to delay their start date by 26 weeks from date of separation from the prior employer for insurance purposes.

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

Rule Initially Adopted: 6/13/74

Policy Review History: 6/13/74; 10/7/75; 11/19/79; 3/17/86; 11/16/87; 10/21/97; 11/18/08;
4/21/26

Legal Authority:

General Authority: FS: 1001.64; 1001.65

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