

6.4 Performance of External and Extra Work and Professional Activities

Mines recognizes that professional consulting by its faculty members can foster professional growth and lead to the development of potentially valuable external contacts for Mines. Mines also realizes that non-professional, external commitments may be a desirable or necessary activity. Mines is also aware that the performance by faculty of extra Mines services for additional remuneration can be, under appropriate circumstances, a mutually beneficial arrangement. Accordingly, faculty may undertake external commitments or activities, subject to the applicable conditions and requirements set forth in the Academic Affairs Procedures Manual. All external commitments and activities or extra Mines services must be approved prior to the work being performed.

6.4.1 Categories of External and Extra Work and Activities Subject to the Conflict of Interest Policy or the Academic Affairs Procedures Manual

A. Professional Consulting

Professional consulting is the provision of professional advice or services to external constituents with or without remuneration. Opportunities for such work commonly arise when a faculty member is asked to provide scientific analysis, testing, or expertise in another form to an outside party where it may not be feasible or appropriate to provide such service in the context of sponsored research in the university setting, for example, when a faculty member is asked to serve as an expert witness in litigation. The opportunity for employees to accept occasional professional consulting engagements is recognized as a traditional privilege accorded by Mines. If undertaken in moderation, Mines considers such activities to be a desirable and legitimate means for promoting the professional development of its employees, facilitating the flow of information between academia and external entities, and fostering the development of valuable professional relationships, which can benefit both the employee and Mines. Employees must disclose and obtain institutional approval of any professional consulting pursuant to the procedure outlined in the Conflict of Interest Policy.

B. External Employment and Other Paid Services

Any external employment or services undertaken by a faculty member for compensation from an individual or entity outside Mines during the period in which the faculty member's Mines assignment is being performed must be disclosed and approved pursuant to the procedure outlined in the Conflict of Interest Policy. Such external employment and services include, but are not limited to arrangements whereby the employee provides goods or services to external businesses or individuals, paid board appointments, paid speaking engagements, etc.

C. Non-Remunerative External Commitments

Any faculty member who seeks to undertake any continual external commitment during the period in which the faculty member's Mines assignment is being performed and during the traditional work

week schedule must disclose and obtain institutional approval pursuant to the procedure outlined in the Conflict of Interest Policy. For purposes of this section, the term "continual" shall mean more than sporadically. Such commitments may include, but are not limited to volunteer service, and external professional service or development activities such as participation in professional societies or organizations, participation in review boards or accreditation efforts for other institutions, etc.

D. Extra Mines Services for Additional Remuneration

From time to time, a faculty member may seek or be asked to perform services for Mines outside the traditional scope of the position for which the faculty member was hired, including but not limited to, instructional and other professional services. Any faculty member who seeks to perform such additional services for remuneration must obtain institutional approval prior to performing the extra services pursuant to the procedure outlined in the Academic Affairs Procedures Manual.