

Coppin State University

II-3.10 POLICY ON PROFESSIONAL COMMITMENT OF FACULTY

(Approved by the Board of Regents, November 30, 1989; amended by the Board of Regents, June 27, 2003)

I. INTRODUCTION

By accepting an appointment to Coppin State University (CSU), faculty members make a major professional commitment to the university, its students, and the State of Maryland. Maryland law encourages higher education institutions to promote economic development in the State and to increase their financial resources through arrangements with the private and nonprofit sectors, including collaborative research and development, commercial application of institution-owned intellectual property, and provision of technical assistance. Coppin State University encourages its faculty to use its expertise in serving the economic and social interests of the community and the advancement of the academic disciplines.

CSU faculty members may be expected to contribute to all aspects of the mission of the institution, including such essential components as teaching, student direction, and advisement; research and economic development; professional, public, and institutional service; and administration. The distribution of assignments will vary greatly from year to year and from person to person according to the particular talents and interests of the faculty member and the needs of the university and the academic unit as determined in consultation with the department chair or responsible administrator.

II. SCOPE AND PURPOSE

- A. **Scope.** This policy applies to all faculty members of Coppin State University and shall be incorporated in the published policies of CSU. By explicit reference, some sections of the policy apply only to full-time faculty members.
- B. **Purpose.** Recognizing the need for balance among personal, university, and social missions and goals, this policy establishes broad guidelines for avoiding conflicts of commitment and requires CSU to review or develop procedures for handling possible instances of conflict of commitment.
- C. **Definition.** A conflict of commitment situation arises when outside activities substantially interfere with the person's obligation to students, colleagues, or this university.

III. PROFESSIONAL SERVICES WITHIN THE INSTITUTION

Full-time faculty members may undertake consulting, overload teaching, or professional services within CSU during an appointment period for a stipend only with the advance written approval of the President or designated administrator.

IV. EXTERNAL COMMITMENTS

Consulting and other external professional services may enhance the reputation of the university as well as the individual, assist in recruiting or placing students, apply the expertise developed in its academies to the enterprises of the State, and test the applicability of theoretical ideas. Nevertheless, the faculty and the university must remain vigilant to ensure that such external services enhance and do not detract from a faculty member's fulfillment of his or her responsibilities to the university. Therefore, external professional services, whether income-producing or not, may be undertaken only when it is ensured that all responsibilities associated with the individual's faculty position are fully satisfied and will continue to be met.

A. Professional Services

1. Within Coppin State University. Consulting or professional services which carry a stipend and are rendered to another institution in the University System or another State agency in Maryland require the advance written approval of Coppin State University's President or designee.

2. Use of Coppin State University Resources. A faculty member may use the physical resources of Coppin State University in connection with consulting or professional services beyond routine use of the office, computer, library, and telephone only if the institution is reimbursed in accordance with prior arrangements, or if such reimbursement is waived by the President or designee of the university.

3. Endorsement Not Implied. A CSU faculty member shall not convey endorsement on behalf of the university or the University System of the recommendations or results from his or her consulting or professional services.

4. Protection of Intellectual Property. No individual shall enter into an agreement in the pursuit of consulting or professional services which conflicts with university or the University System policy on intellectual property (See Policy IV-3.20) without the advance written waiver or consent of the President or designee.

B. Teaching Outside the Home Institution. A full-time CSU faculty member, with the advance written permission of CSUs President or the Provost, may teach

a maximum of two courses at another institution for extra compensation during the individual's contract year.

V. DISCLOSURE TO PREVENT CONFLICT OF COMMITMENT

Although external activities may enhance the university, they also bring with them the potential for conflicts of commitment. Although some situations carry the potential for a conflict of commitment, the faculty member and the University may be able to avoid actual conflict by careful attention to the individual's assigned university responsibilities. In situations that have the potential for conflict, the faculty member must confer with the department chair or other appropriate administrators and resolve the potential conflict according to university procedures before assuming additional professional responsibilities outside the university.

IV. IMPLEMENTATION

- A. Limits of Application to Contract. Nothing contained in this policy shall be construed as imposing any obligations on CSU faculty members or to Coppin State University beyond those required by law or contract, nor as adding any grounds for termination of a faculty appointment beyond those stipulated in the policies governing faculty appointments, ranks, and tenure, as approved by the Board of Regents.
- B. Procedures at Coppin State University. Coppin State University shall develop and publish procedures to implement this policy. Such procedures shall include provisions for regular reporting by its faculty members to the university on all outside professional consulting or teaching and substantial external professional services, whether paid or unpaid.