

CONFLICT OF INTEREST

DSC recognizes that teaching, research, and public service are the primary responsibilities of DSC faculty members, it is reasonable and desirable for faculty members to engage in additional activity beyond duties assigned by the institution, which are professional in nature and based in the appropriate discipline for which the individual receives additional compensation during the contract year.

All DSC faculty wishing to work in a consulting role outside of the institution must receive approval from the president or their designee before any such work may begin. In order to receive approval, the faculty member must first send a formal memo requesting this activity to the president or their designee. Upon approval, the faculty member will receive a written notice from the president/designee stating their request has been approved. Those DSC faculty members who have received approval to engage in outside consulting during work hours may only do so for 1 day or 8 hours per week. Those faculty members that are on a 12-month contract who earn annual leave must also take leave consistent with USG and DSC procedures governing the use of leave when engaged in consulting during their work hours. In addition, no institutional resources may be used for outside consulting work.

Any request for an exemption to the policies in section 8.2.18.2 must be done in writing and submitted to the president or their designee. A formal written response will be sent to the employee within 14 business days. Please note that before any work can be done, the employee must receive a formal response granting approval from the president or their designee.

For additional information, please see USG policy 8.2.18.2 regarding outside activities that may create a conflict of interest. The policy can be found at the following link:

https://www.usg.edu/policymanual/section8/C224/#p8.2.18_personnel_conduct