

# University of Colorado at Boulder

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## Application for Approval of Regular and Periodic Consulting Activities

Note: You should fill out this form if you answer "yes" to either Question A or B below:

- A. Are you compensated for this activity beyond actual expenses? Y/N
- B. Is the consulting activity regularly scheduled or predictable in its occurrence? Y/N

Note: You do not need to fill out this form if you answer "yes" to the Question C:

- C. Is the activity considered by your chair and/or dean to be remunerated scholarship? Y/N (Remunerated scholarship generally relates to research or creative work that is an expected professional activity in your discipline for purposes of promotion or tenure. Remunerated scholarship does not include teaching activities external to the University for which you are compensated.)

To the Dean:

Date \_\_\_\_\_

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## **Clarification of Outside Consulting, Remunerated Scholarship, and the One-Sixth Rule**

The campus policy regarding consulting activities is derived from Action of the Regents 8/14/44, amended 6/12/48. It was elaborated by the Boulder Faculty Assembly “Policy on Remuneration and Professional Service” which was accepted by the Chancellor in 1980. These documents are described in the On-line Desk Reference. This document explains these policies and interprets them in the context of the professional activities and expectations of the Boulder Campus faculty..

Why are consulting activities desirable? Consultation work has long been recognized by the Regents as a desirable and legitimate function that serves to keep the faculty in contact with the contemporary problems of their professions and, in consequence, should be encouraged. Such activities inform faculty teaching, and often provide training and employment opportunities for undergraduate and graduate students. Faculty

For what types of activities should prior approval be sought? Any activity for which remuneration is received, except for those activities described below, should be reported, and any remunerated activity (except those excluded below) that are regular or periodic in nature should be submitted for approval beforehand. Two exceptions to this policy exist.

- a. If the only compensation received for faculty services is for actual expenses, this would be considered service or outreach and should be reported as such annually on the FRPA form. If this activity approaches 19.5 days per semester or if this activity threatens a faculty member's ability to carry out their regular University duties, approval to continue this activity should be sought.
- b. It is not the intent of the campus to restrict the expected scholarly activities of its faculty to one-sixth of their time. In some disciplines, particularly the visual and performing arts, professional activity is by tradition remunerated to some degree. In many disciplines, scholarly service activities (reviewing activities, colloquia presentations, etc.) are also compensated beyond expenses. These activities are referred to as