

## Article \_\_: Outside Activity

**Section 1.** The University encourages its faculty members to engage in outside activities that will advance the University's mission, increase their effectiveness and broaden their experience in relation to their institutional responsibilities, be of service to the community, the private sector, and the nation. Thus, the University recognizes that bargaining unit members may currently, or in the future, perform paid or unpaid activities outside the University provided that they are disclosed according to the University policy and the terms of this Agreement. Outside activities are defined as any paid work, activity, or employment, including self-employment, which is not contracted for through the University.

**Section 2. Scope.** A bargaining unit member ~~shall~~ may perform only paid ~~or unpaid~~ outside activities which are consistent with the mission of the University and do not interfere or legally or ethically conflict with the full and faithful performance of the member's obligations and responsibilities to the University, ~~do not legally or ethically conflict with the proper discharge of member's University responsibilities,~~ comply with all University rules and policies, and do not violate the Oregon Government Ethics Law.

A bargaining unit member may perform unpaid outside activities which do not interfere or legally or ethically conflict with the full and faithful performance of the member's obligations and responsibilities to the University. Where the performance of unpaid outside activities conform with these requirements, the bargaining unit member need not seek approval as outlined in Section 3, below, but shall comply with Section 4, below.

For full-time bargaining unit members, 9-month faculty, ~~paid~~ ~~or unpaid~~ activities outside the University shall not exceed one (1) day during the course of a week, which is defined as seven (7) calendar days. ~~For part-time bargaining unit members, 9-month faculty, the paid activities work is~~ are prorated by FTE.

**Section 3. Approval, Change, and Renewal.** Effective upon ratification of this Agreement, any bargaining unit member who wishes to perform paid ~~or unpaid~~ activities outside the University must ~~receive prior approval~~ obtain authorization from the Provost to perform such by completing an Outside Activity Approval Request form and filing such with their respective Dean who shall recommend approval or denial to the Provost.

Within ninety calendar (90) days of ratification of this Agreement, all bargaining unit members currently performing paid ~~or unpaid~~ activities outside the University, either previously approved or otherwise, as of the date of ratification must obtain authorization to continue performing paid activities outside the University. Bargaining unit members

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must complete an Outside Activity Approval Request form and file such with their respective Dean who shall recommend approval or denial to the Provost.

The Provost reserves the sole and exclusive right to approve or deny a bargaining unit member's performance of any current or future paid ~~or unpaid~~ activity outside the University and shall do so within fourteen (14) calendar days of receipt of the recommendation from the Dean. A denial may be appealed to the President within seven (7) calendar days, who shall issue a final decision within fourteen (14) calendar days from receipt of the appeal. The Provost's initial decision and the President's final decision are not subject to the grievance process under this Agreement.

If a bargaining unit member's request is denied by the Provost and not appealed, or denied by the President after appeal, the bargaining unit member must cease the outside activity within fourteen (14) calendar days from the final decision and send written notification of cessation to the bargaining unit member's Dean and Provost.

An approval is valid for twelve (12) calendar months or until the scope or employment commitment performance of the approved paid ~~or unpaid~~ activity outside the University changes, whichever is earlier. In either case (expiration of the time period or a change), an approval is required before the activity work can continue.

Failure to receive approval for the performance of any initial, change in, or renewal of a paid ~~or unpaid~~ activity outside the University may result in termination of employment by the University.

**Section 4.** If approved, the bargaining unit member must make it clear that in the performance of the paid or unpaid activity outside the University the bargaining unit member is acting in an individual capacity and does not speak, write, or act in the name of the University or directly represent it. Thus, the bargaining unit member may not list their university telephone number, address, or email in commercial listings or other public documents, the purpose of which is to draw attention to the individual's availability for compensated or uncompensated service.

Furthermore, the performance of a paid or unpaid activity outside the University must not involve the use of the University name, logo, letterhead, property, facilities, equipment, or services.

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