

# Outside Employment of Members of the Faculty

Full-time members of the faculty must not engage in outside employment that interferes with their University duties or that could in any way reflect discredit on the University. Furthermore, they are not ordinarily permitted to teach at another university, college or institution during the academic year, except by special arrangements between Converse and another institution. Before accepting any outside position or ongoing work, such as professional consulting, artistic performance or projects, or counseling, an individual must obtain the permission of the appropriate dean. The request should be in writing, should explain the nature of the work and hours involved, and should be approved by the department chair. Requests must be renewed at the beginning of each academic year.