



Ohio Administrative Code

Rule 3344-11-11 Consulting and other extramural employment (non-bargaining unit members only).

Effective: November 26, 2023

(A) Faculty members are frequently called upon to render professional counsel or service to public or private agencies for which compensation is direct and in excess of the terms of university contracts. Such services are encouraged if they fulfill a responsibility of the university to the community at large and provide invaluable professional experiences. It is understood, however, that such activities shall in no way limit the extent or quality of a faculty member's obligation to the university or their profession. There are three levels of such activities:

(1) Activities that have a minimal impact on the faculty member's university or professional obligations, e.g., keynote speeches, paid reviews of research articles, books or creative works, and tenure reviews for other universities.

(2) Activities that have a somewhat substantial one-time impact on the faculty member's university or professional obligations, e.g., teaching short courses or workshops, consulting on projects for business, government or nonprofit organizations, expert testimony and self-employment.

(3) Activities that have a substantial and continuing impact on the faculty member's university or professional obligations, e.g., long-term consulting relationships with business, government or nonprofit organizations, expert testimony and self-employment.

(B) The activities described in paragraph (A)(1) of this rule are exempt from the pre-approval requirements specified in the remainder of this article but shall be included in the annual spring semester report of extramural employment.

(C) Before performing activities described in paragraphs (A)(2) and (A)(3) of this rule, the faculty member shall obtain the written approval of the faculty member's supervisor; such approval shall not be unreasonably denied. In no event shall the faculty member accept a regular salary or annual retainer for counsel or services without the written consent of their supervisor.



(D) Faculty members shall not engage in any outside employment activity, which competes directly with the university in its pursuit of grants, awards, projects and other sources of funding. In addition, outside employment shall not be undertaken, that violates Ohio's ethics laws governing public employees.

(E) The use of the name, symbol, or address of Cleveland state university in any extramural employment agreement is prohibited. University facilities, equipment, and materials may be used for such purposes only with the prior express consent of the administration and according to explicit terms for reimbursement.

(F) The faculty member's supervisor shall be kept informed in writing of the extramural employment of full-time faculty members. Faculty shall submit a report of such activities, indicating the number of hours and for whom the work was performed, to the supervisor in the spring semester of each academic year. Consulting activities should make a contribution to the enrichment of the teaching and/or research competence of the faculty member.

(G) If the faculty member's supervisor believes that a faculty member's outside activities interfere with the extent or quality of the faculty member's obligation to the university or to the profession or compete directly with the university in its pursuit of grants, awards, projects and other sources of funding, or if the faculty member fails to abide by the procedures set forth in paragraph (A) of this rule, the supervisor and the faculty member shall discuss the situation in an attempt to resolve any problems or misunderstandings. After such consultation, the supervisor may order suspension or termination of any outside employment. Such orders to suspend or terminate outside employment may be appealed to the provost. During the grievance procedure, the order of the supervisor affecting outside employment normally shall not force suspension or termination of existing contractual obligations, but shall prohibit the faculty member from extending or renewing any existing contractual obligations, or accepting any new outside employment. Nevertheless, if the supervisor determines that continuing the outside employment impairs the faculty member's obligation to the university or the profession, the faculty member shall suspend or terminate the outside employment even if the order is challenged through appeal.

(H) Faculty members are expressly prohibited from teaching for other educational institutions, colleges or universities while under contract, unless such teaching is a part of an inter-institutional



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agreement entered into by Cleveland state university or the faculty member has the prior written consent of the faculty member's supervisor.