University of Colorado at Boulder

APPROVED

Dean

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: I hereby request approval for employment in a consultative capacity in addition to my regular University appointment. The consultative activity is described below. Employer or sponsor of activity 2. Description of activity in sufficient detail to show its professional quality and importance 3. Dates and frequency of the activity or employment. From ______ To_____ Frequency (3 days/month, etc.): (The "One-Sixth Rule" limits total activity of this type to 19.5 days per semester.) 4. Will University facilities be used? Y/N _____ (If Yes, describe facilities and their use below) 5. Will the activity involve students or other University employees on University time? Y/N _____ (If Yes, provide detail below) RECOMMENDED: Applicant Signature Name Printed Department Chair or Program Director email address_____

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

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