



MEMORANDUM

To: President's Leadership Group

From: Noah Arney, Policy Specialist
Office of the Provost & VP Academic, Office of the General Counsel

Date: July 17, 2024

Subject: Repealing Outside Professional Consulting/Employment policy

Purpose of this document:

This memo is to provide advice on the repealing of the Outside Professional Consulting/Employment policy (ADM 4-3).

Background of Policy:

The Outside Professional Consulting/Employment policy (the policy) was last updated January 16, 1991, but has been superseded by the Conflict of Interest policy since at least 2009. Both policies are administrative policies under the authority of the President with "Deans/Directors" as the primary contact.

The purpose of the policy is to state that employees additional employment or consulting responsibilities outside of TRU are not to disrupt or impact responsibilities under their employment with TRU. It further lays out that employees may not speak on behalf of TRU.

Discussion:

All points in the policy have been restated in the Conflict of Interest policy including information about outside responsibilities and about speaking on behalf of TRU. In some cases the same language has been used. The policy, although it aligns with current practice, is redundant and no longer needed. In an effort to keep our policies up to date we should remove this policy.

Action Requested:

The president should repeal the Outside Professional Consulting/Employment policy.

Attachments:

- Outside Professional Consulting/Employment policy

OUTSIDE PROFESSIONAL CONSULTING/EMPLOYMENT

POLICY NUMBER	ADM 04-3
APPROVAL DATE	JANUARY 16, 1991
PREVIOUS AMENDMENT	N/A
REVIEW DATE	JANUARY, 1996
AUTHORITY	PRESIDENT'S COUNCIL
PRIMARY CONTACT	DEANS/DIRECTORS

POLICY

Thompson Rivers University (TRU) recognizes that the competence and effectiveness of faculty members as teachers and scholars, and administrative staff as specialists in their fields, may be enhanced by their participation in certain kinds of outside professional consulting/ employment. Furthermore, such participation frequently advances the purpose of TRU in serving the needs of the larger community of which it is a part.

Professional activities are those activities involving specialized skills and knowledge for which TRU has appointed a faculty or administrative staff member.

It is expected that full-time faculty members will be engaged for the whole of the year (except for the usual vacation period) in teaching, professional development, research (or other creative work or scholarly activities appropriate to their discipline) and other TRU service. Similarly, it is expected that full-time administrative staff will be engaged for the whole of the year (except for annual vacation and approved leaves of absence) fulfilling their job responsibilities.

The essential principle of TRU's policy on outside professional activities is that professional commitments by full-time faculty and administrative staff to tasks outside their responsibilities to TRU – that is, their responsibilities to their students, their discipline and their colleagues – must be such that the TRU responsibilities do not suffer.

When making statements outside TRU, faculty and staff members retain the responsibility of seeking the truth and of stating it as they see it. However, they should make clear that except when specifically authorized to do so, they are acting in their own names and not in the name of TRU.