FACULTY REPORT ON REMUNERATED OUTSIDE ACTIVITIES
MISSOURI STATE UNIVERSITY

* University policy permits faculty members to engage in remunerated outside activities that are related to their professional interests and development to the extent described in section 10.1 of the *Faculty Handbook*.
* Outside teaching by full-time faculty members during the academic year is permitted only with the prior knowledge of and written consent of the Provost and must be reported on this activity survey.
* Reporting term is January 1 to December 31. (For a faculty member on a standard nine-month contract, the summer is excluded, unless the faculty member received additional compensation for summer teaching or performing another compensated University-related summer activity.)
* **Return all forms by** **February 28** **to your Department Head**. A separate form must be completed for each remunerated outside activity. **If you have no remunerated outside activity to report, please indicate so by signing your name below. Also print name and department.**

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Signature Date

1. Name:
2. Department:

3. General description of remunerated outside activity:

1. Name and address of outside organization:

1. Beginning date of outside activity:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Ending date of outside activity:­­­­ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6. Total number of days (do not include weekends or holidays):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Number of hours per day (on average):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Aggregate total hours involved:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Describe any potential conflict of interest:

“To the best of my knowledge and belief, the above described outside activity does not interfere with my duties at Missouri State University, does not on the average involve more than one work day per week when I am employed on a full-time basis with Missouri State University, does not utilize university materials, facilities or resources unless authorized by my department head and dean, does not compete with the work of Missouri State University, is not contrary to the best interest of Missouri State University, does not represent a reduction in work load, does not violate any law, and does not represent a conflict of interest with Missouri State University policies.”

Signature Date