

CONSULTING POLICY AND OUTSIDE ACTIVITIES

The School of Medicine and Dentistry recognizes that it is desirable for faculty to contribute to their discipline and to enhance the reputation of the School through private external consulting arrangements, while keeping faculty in touch with practical applications of their scholarly work. The University's *Faculty Handbook* provides general guidance with respect to such activities, describes broad principles for engaging in consulting arrangements, identifies limitations therein, and outlines procedures for reporting such activities and for avoiding potential conflicts of interest.

In the School of Medicine and Dentistry, faculty are employed on a 12-month, full-time (or prorated part-time) appointment basis. Nonclinical consulting arrangements should be undertaken in the context of assuring that the faculty member's other primary responsibilities, be they clinical, research, teaching, or administration, are met. Potential conflicts between a faculty member's external consulting activities and his or her primary responsibilities (especially with respect to patient-care requirements or those of external funding agencies), should be anticipated and discussed in advance with the department chair or center director (and with the Dean, when appropriate) and reviewed periodically, while consulting arrangements are in force.

Consulting arrangements vary widely in scope, in the degree to which they encroach on the faculty member's time and effort devoted to the School's affairs and in their potential for leading to the development of intellectual property and technology transfer agreements between the University and commercial organizations. In addition, compensation provisions in some consulting arrangements may need to be reviewed in the context of the School's *Faculty Compensation Plan*.

Regardless of whether the consulting opportunity is with the public or private sector, the basic tenet of the University's policy on consulting is that consulting must enhance, not reduce, the individual's service to the University. **External consulting activity by faculty should not exceed one day per week on average during the faculty member's primary annual appointment period.**

When presented with the opportunity to consult, a faculty member should discuss with his or her department chair the effect of the opportunity on his or her teaching, research, and administrative responsibilities. The faculty member should apprise the chair of the expected effects on his or her administrative schedule; availability for students and departmental activities; the expected gains to the department and to the individual, and the potential for conflict as defined in the "Policy on External Activities" in the University Faculty Handbook. In evaluating a given consulting arrangement, the chair should determine whether or not the Dean's prior review and written approval is also required. Chairs may also contact the Dean if they are uncertain about comparable treatment of faculty in different departments.

Faculty have the duty to report their outside compensated activities as described in the UR Faculty Policy on Conflict of Commitment and Interest.

When faculty are contemplating entering into discussions or making arrangements for the commercial development of intellectual property resulting from their research, the chair and the Dean should be apprised of such discussions. Such arrangements must comply with the provisions of the University of Rochester's "Policy on Intellectual Property and Technology Transfer", which is administered by UR Ventures and the Office of Research and Project Administration (ORPA).

Further, as outlined in the Faculty Handbook, faculty are prohibited from entering into consulting arrangements or other agreements with outside entities that are inconsistent with the University Policy on Intellectual Property and Technology Transfer, and may submit agreements with outside entities to the Office of Counsel for review prior to signature for advice about changes that would be necessary to ensure the agreements are not inconsistent with University policies. Faculty are strongly encouraged to submit proposed agreements with outside entities to the Office of Counsel for such review.