



**Faculty Outside Professional Activities and
Conflict of Commitment AC80
IST_AC-02 Administrative Guideline**

The AC80 policy addresses conflict of commitment in the professional activities of faculty.

Required Prior Approval

A full list of outside professional activities that require prior approval can found [here](#).

It should be noted that holding a tenure-line appointment or holding tenure at another institution will not be approved.

Requests for prior approval are made by submitting a Prior Approval Request in COINS, the University's Conflict of Interest system.

Required Disclosure

A full list of outside professional activities that require disclosure can be found [here](#).

All faculty are required to disclose all Outside Professional Activities, including those for which Prior Approval was required and obtained, at least annually; within 30 days of starting a new Outside Professional Activity; prior to an application for sponsored funding; or in certain instances as identified within AC80, prior to starting the activity. Disclosures shall be made in COINS.

Please reference the full policy for additional information: [Policy AC80 Faculty Outside Professional Activities and Conflict of Commitment \(Formerly HR80\)](#)

The college does not have unit-specific guidelines or requirements beyond what is outlined in AC80.