



ETHICAL PERFORMANCE OF FACULTY DUTIES

Purpose and Authority

The first obligation of members of the faculty and staff is the preparation for and carrying out of official college duties. The State Board for Community and Technical Colleges (SBCTC) recognizes that individuals, the colleges, and the state benefit from faculty and staff involvement in and support of producing, publishing, and disseminating research and scholarship related to the requirements of their jobs. Such involvement provides individuals opportunities to disseminate expert information outside of the traditional college employment structure while simultaneously providing individuals additional experiences, augmenting their ability to carry out their professional responsibilities.

RCW 42.52.220 and RCW 42.52.360, allows for SBCTC to develop policies and procedures for faculty that apply in place of the Washington State Ethic's Act prohibition on the use of state resources for private gain when required as part of certain, specified, job requirements of faculty members.

Introduction/Background

SBCTC may develop policies and administrative processes for faculty that apply in place of the Washington State Ethic's Act prohibition on the use of state resources for private gain when required as part of certain, specified, job requirements of faculty members.

The State Board for Community and Technical Colleges recognizes that students, individuals, the community and technical college system, and the state benefit from faculty and staff involvement in producing, publishing and disseminating research as it relates to their position as a faculty member.

Faculty members may engage in research and publication provided these activities do not interfere with the performance of official college duties and that no conflict of interest exists.

Faculty members must adhere to their college policies and approval procedures before engaging in private uses of college resources that have more than de minimis cost to the institution per WAC 292-11-010. Participation in these activities must not disrupt one's own work, or the work of others.

Policy Statements

1. Non-Interference with Professional Duties

Participation in research or publication must not interfere with a faculty member's normal official duties, including those non-classroom responsibilities expected of all faculty members, as defined by each college.

2. Compensation

Faculty members may accept compensation for publication or research if it is authorized consistent

with each College's SBCTC approved policy and procedure which aligns with the College's policies, procedures, and/or applicable collective bargaining agreements.

3. Use of Facilities

Unless such use is de minimis, College facilities (equipment, space, or computers) may not be used for research or publication without requesting approval for use, which must be for a specific project, of a limited duration, and determined to be related to the faculty member's job duties. Such use must not conflict with the instructional or other activities of the college. An estimate of time, associate costs, and method for calculating reimbursement shall be determined consistent with each College's SBCTC approved policy and procedure. The fees must include overhead costs and be comparable to what the private sector in other cities charges, or to what other universities charge. The fee schedule must be filed with the Vice President for Business affairs, and the faculty member authorized to use the facilities or equipment is responsible to the University for payment of the fees.

4. Responsibility

SBCTC or the college assumes no responsibility for the competence or performance of a faculty member who engages in research and/or publication. No such responsibility may be implied in any advertising or contractual documents.

5. Local Policies and Procedures

Consistent with the expectations of community or technical college faculty to produce, publish, and disseminate research and scholarship, each community or technical college may choose to adopt a policy and administrative procedure(s) that provide for the disclosure, review, and approval of outside work activities of that institution's faculty members. Any such policies and procedures must:

- Ensure that faculty are fulfilling their employment obligations to the college;
- Address intellectual property and ownership in accordance with existing or revised policies, procedures, and collective bargaining agreement provisions;
- Require reimbursement for more than de minimis use of resources;
- Establishes the faculty member's ethical obligations that would otherwise be governed by RCW 42.52.030, RCW 42.52.040, RCW 42.52.080, RCW 42.52.110, RCW 42.52.120, RCW 42.52.130, RCW 42.52.140, RCW 42.52.150, and RCW 42.52.160 and set out the procedures for complying with those obligations; and
- Is approved by the SBCTC.