

# BOARD POLICY

WESTERN IOWA TECH COMMUNITY COLLEGE

Series Number 303.10

Title Administrative Operations

Administrator Consulting/Outside Employment

An administrative position is considered full-time employment. The Board expects administrators to give the responsibilities of their College positions precedence over other employment. Except as noted below, an administrator may accept consulting or outside employment for pay as long as, in the judgment of the Board and the President, the work is conducted on the administrator's personal time, and it does not interfere with the performance of the administrator's regular duties.

The Board reserves the right, however, to request the administrator cease the outside employment as a condition of continued employment. The administrator shall receive a minimum of thirty days' notice to cease outside employment.

Private employment activities which are not permissible include, but are not limited to, tutoring of WITCC students for compensation and accepting WITCC students or employees as patients/ clients for private, professional counseling services.

Date of adoption 1/8/96

Legal Reference: (Code of Iowa)

Date of last revision \_\_\_\_\_

260C.14; 279.8

Date of current revision 1/8/96

Related Administrative Procedures and Cross References \_\_\_\_\_