

## Extra Compensation

Statement: The university encourages appropriate and properly sanctioned faculty creative and professional activity that

may result in extra faculty compensation. Such appropriate activities include, but are not necessarily limited to, teaching,

research, professional consulting, invention, technical or professional innovation, and clinical practice. Because of differences in traditions, opportunities, methods, resources, and/or client populations among different

discipline groups which may require flexibility and/or variation in policies and/or procedures from one part of the campus

to another, college deans are encouraged and expected to be flexible and creative in the utilization of available techniques,

mechanisms, and incentives to encourage, monitor, and evaluate such faculty activities. At the same time, college deans

and the provost and vice president for academic affairs should institute policies and monitoring mechanisms to define,

preserve and insure commitment of faculty to the traditional basic workload of teaching, research, and service. A normal

faculty workload for each discipline must be established in order to permit deans and department chairs to determine which

activities should be considered overload for payment of extra compensation.

Four existing mechanisms may be utilized within academic colleges to facilitate faculty extra compensation activities. These are:

1. Traditional overload payment from university-administered accounts, as currently used for credit and noncredit

instruction. Such payment could be made under the existing standard faculty appointments if such payment is specifically

permitted by university policy and regulations;

2. Overload payment from grant or contract funds administered through the Old Dominion University Research Foundation,

provided 12 load hours per semester are assigned and all of the following conditions have been met:

A. Purchased Release Time options have been utilized to the maximum extent permitted by the grant or contract.

B. The semester workload of faculty requesting overload payment includes a minimum of three load hours for a

lecture course unless 100% of the faculty's time is purchased.

C. The semester workload of faculty requesting overload payment includes no more than three load hours of

contributed grant or contract time, if required, and does not include unfunded research time as part of the assigned

semester workload.

D. The assigned semester workload of faculty requesting overload payment only recognizes administrative release

time for serving as department chair or graduate program director.

E. The request for overload payment is submitted prior to the start of the semester in which the payment is scheduled

to be made.

F. The request is allowable under Federal regulations and the terms of the grant or contract.\*

3. The flexible employment contract, with specific provisions governing compensation for specific activity that is above

and beyond basic contractual workload; and

4. Creation of special-purpose enterprises, under the umbrella of a university-affiliated foundation, for the conduct of

appropriately designed and approved activities.

The total amount of extra compensation earned by an individual faculty member, on a specific project or in

total over the period of a year, should not be arbitrarily limited by university policy. Limits on the amount of such earnings, whether on a specific project or in total, should be based on the quantity and quality of services provided, the importance and value of the services to the university's mission and objectives, and the amount of additional institutional revenues generated by the faculty activity. Should any individual(s) engage in such activities to the extent that their basic faculty workload responsibilities are being neglected or not performed in a satisfactory manner, it should be the responsibility of the department chair and/or dean to take appropriate corrective action, including placing reasonable limits on the extent of future involvement in such extra compensation activities.

The principal responsibility for development and administration of such endeavors is at the college level, with appropriate reporting to and oversight by the provost and vice president for academic affairs. No overload payments from university or research foundation accounts shall be paid to faculty without the approval of the provost and vice president for academic affairs or his/her designee.

- Approved by the president  
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**\*Subject to Office of Management and Budget (OMB) Circular A-21 on "Principles for Determining Costs**  
**Applicable to Grants, Contracts, and Other Agreements with Educational Institutions" (as revised on 05/10/2004)**