

Lewis Center for Educational Research

**BP 4136: PERSONNEL
 NON LCER EMPLOYMENT**

Adopted: June 5, 2003

Revised:

The Foundation Board recognizes that LCER employees may receive compensation for outside activities as long as these activities are not inconsistent, incompatible, in conflict with or inimical to the employee's duties or to the duties, functions or responsibilities of the LCER.

Outside activities are incompatible with LCER employment if they require time periods that interfere with the proper, efficient discharge of the employee's duties, if they entail compensation from an outside source for activities which are part of the employee's regular duties, or if they involve using for private gain the LCER's name, prestige, time, facilities, equipment or supplies.

The CEO is authorized to determine which outside activities are inconsistent, incompatible, or in conflict with any employee's duties.

Upon determining that an employee's outside job is incompatible with LCER employment, the CEO or designee shall so inform the employee. An employee who continues to pursue an incompatible activity may be subject to disciplinary action. Appeals shall be addressed in accordance with law, Board policy and administrative regulations.