Changes to PI Status requests and Request for Unpaid Faculty Affiliation (Form P85)

In order to provide everyone with great customer service experience and expedited review and approval processes Sandra Muse (muse@vt.edu) will continue the review and approval process of PI Status Requests and requests for Unpaid Faculty Affiliations (Form P-85). Also, Monica Rich (mrich14@vt.edu) will be the liaison with the requesting departments. Sandra can be reached at (540) 231-9380 and Monica can be reached at (540) 231-6077 (Mail Code 0244).

Important Updates to the Applicant Tracking System (PeopleAdmin)

The week of October 22, 2012, the university will upgrade the university’s job applicants and position descriptions tracking system, PeopleAdmin. The enhancement to the system will require that Research Faculty position descriptions be entered in the system. To learn more about the upgrade, please visit http://www.hr.vt.edu/peopleadmin_7/. Also, if you wish to sign up for a classroom or online training session, please visit http://www.training.vt.edu/.

Can Research Faculty Consult?

Consulting activities allowable under Policy No. 13010, revised August 10, 2012, are outlined in section 2.14.1 Consulting Activities of the faculty handbook. In general, “External consulting is professional activity related to an individual’s area of expertise, where that individual generally receives compensation from a third party and is not acting as an agent of the University.”

Furthermore, “Consulting arrangements may be entered into by faculty members during periods of university employment provided that:

• such advice is not part of their normal responsibility to the university and is not normally provided through Virginia Cooperative Extension, outreach programs, or other component of the University;
• the work undertaken contributes to their professional development;
• the work can be accomplished without interference with their assigned duties and does not ordinarily involve more than one day per week and does not exceed five days in any five-week period;
• university resources and facilities are not involved (except as described below in the use of university facilities policy); and
• written approval in advance is obtained from the faculty member’s department head or chair, and dean or senior manager.

Faculty members whose appointments are funded in whole or in part by sponsored projects may participate in consulting when consistent with their responsibilities and in compliance with federal contract compliance and state regulations. Generally, university time available for consulting is in proportion to base salary funding from non-sponsored sources. With supervisor approval, additional consulting days may be charged to annual leave.”

For additional information related to this topic, please visit http://www.research.vt.edu/ovpr-hr/announcements/can-research-faculty-consult.