



## UNIVERSITY POLICY

<b>SUBJECT:</b>	ACADEMIC AFFAIRS	<b>TITLE:</b>	HONORARIA: FACULTY		
<b>CATEGORY: Check One</b>	<b>Board of Trustees</b> <input type="checkbox"/>	<b>Presidential</b> <input checked="" type="checkbox"/>	<b>Functional</b> <input type="checkbox"/>	<b>School/Unit</b> <input type="checkbox"/>	
<b>Responsible Executive:</b>	Vice President for Academic Affairs		<b>Responsible Office:</b>	Academic Affairs	
<b>CODING:</b>	00-01-20-40:00	<b>ADOPTED:</b>	07/01/87	<b>AMENDED:</b>	01/10/12
				<b>LAST REVIEWED:</b> 01/10/12	

I. PURPOSE

To establish policy determining the acceptance of honoraria by UMDNJ faculty.

II. ACCOUNTABILITY

Under the President, the Vice President for Academic Affairs and the UMDNJ Ethics Liaison Officer shall ensure compliance with this policy. The Deans shall implement it.

III. REFERENCES

- A. Investigator Conflict of Interest [00-01-05-10:05](#)
- B. Code of Ethics: General Conduct [00-01-10-05:00](#)
- C. Code of Ethics: Attending Functions [00-01-10-05:10](#)
- D. Outside Employment [00-01-30-10:00](#)
- E. "Out-of-Title" work is governed by the following provision in the Faculty Handbook:  
[http://www.umdnj.edu/acadweb/facultyhandbook/right/out\\_of\\_title\\_work.htm](http://www.umdnj.edu/acadweb/facultyhandbook/right/out_of_title_work.htm)

IV. POLICY

- A. Faculty may participate in outside educational programs and activities sponsored by hospitals, professional groups, associations, societies and other organizations and institutions, and may accept reasonable honoraria and travel expenses, if appropriate, as permitted within their departmental and School or unit's policy, by the University's Code of Ethics, and by the State's Uniform Code of Ethics.
- B. Reasonable honoraria and appropriate travel expenses for participation in continuing education activities sponsored by the University or one of its Schools or units, for which a fee is charged to participants or which has been specifically funded through an educational grant or contract, may be accepted by faculty, if the School or unit determines that the activity does not decrease the faculty member's efficiency or effectiveness in performing her/his regular duties and is approved by the faculty member's direct supervisor.

- C. Honoraria or out-of-title payments may not be paid to UMDNJ paid or volunteer faculty, either directly or indirectly, for activities that are part of their regular University duties and responsibilities, as defined by their supervisor, whether performed on a UMDNJ campus or at other locations.
- D. Schools and units may establish policies and procedures consistent with this policy for the approval and payment of honoraria to faculty. Ordinarily, procedures for out-of-title payments will be followed for paying honoraria. Although out-of-title payments to faculty otherwise require prior approval by the Vice President for Academic Affairs, honoraria paid to faculty for participation in continuing education activities in accordance with section B, above, do not require prior approval by the Vice President for Academic Affairs.
- E. Nothing in the above policy or in a School or unit's policy shall be considered to be contrary to the University's policy on Outside Employment (00-01-30-10:00), Code of Ethics policies (00-01-10-05:00) and (00-01-10-05:10), and Investigator Conflict of Interest policy (00-01-05-10:05). Any questions concerning possible conflict with UMDNJ policies regarding honoraria should be referred for determination by the UMDNJ Ethics Liaison Officer.

By Direction of the President:

**SIGNATURE ON FILE**

\_\_\_\_\_  
Vice President for Academic Affairs

**SIGNATURE ON FILE**

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Senior Vice President/Chief Ethics and Compliance Officer