

**CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA
POLICY NO: 1398**

COMPENSATION FROM SOURCES OTHER THAN UNIVERSITY

When any outside activity on behalf of the university will result in income to the individual, that person must consult with his/her department chair or immediate superior and Associate Vice president for Faculty Affairs to eliminate possible conflict with state regulations.

Individuals performing officially assigned duties which benefit an outside agency may accept expense fees from that agency. Individuals filing expense claims against another agency shall submit such claim through their college dean or appropriate administrator. If such an expense claim is filed against another agency, no claim may be filed for the same expense against any university administered funds.