

**UNIVERSITY OF CENTRAL ARKANSAS**  
**BOARD POLICY**

Policy Number: 653

Subject: Extracurricular Camps

Date Adopted: 02/24/12 Revised: 02/13, 08/14

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Act 707 of 1981 authorizes the Board of Trustees of the University of Central Arkansas to grant permission to employees to conduct, on and in campus facilities, certain outside work for private compensation, which is to be engaged in only after their employment responsibilities to the university have been fully discharged. The Board of Trustees will determine that:

- (i) the activity would involve no conflict of interest with the mission and purpose;
- (ii) the activity would bring to campus a significant number of potential students as a result of their exposure to the university's facilities and personnel; and
- (iii) the activity would generate funds to be paid to the university for housing, meals, and the use of other university resources, which would produce revenues in support of the activity.

After an extracurricular camp receives approval from the Board of Trustees, the applicable rental fee(s) and other charges shall be paid promptly to the university by the employee, or participants at the direction of the employee, to cover the direct and indirect costs associated with operating and maintaining the facilities that will be used for the camp.

In conducting a camp, which has been approved by the Board of Trustees, the employee shall make known in all advertising and other publicity involving the activity that participants are contracting with that employee and not with the university, and the State of Arkansas does not assume any contractual obligation for the conduct of the employee's activity. Each camp director will furnish liability insurance for all participants in an amount, with provisions, recommended by the athletic director and the vice president for finance and administration. After the camp is completed, the employee shall, within a reasonable period of time, submit a complete financial report relating to such employment to the athletic director and the vice president for finance and administration in a format and content acceptable to the vice president for finance and administration.

The vice president for finance and administration or athletics director shall submit to the Board of Trustees, on an annual basis, a summary of all such financial reports.