ACCEPTANCE OF MONEY FROM STUDENTS

A. Purpose

The purpose of this policy is to specify the conditions and procedures under which certain members of the faculty may accept money from students. (See Regents' *Rules and Regulations*, Series 31004, Section 9.)

B. Persons Affected

This policy applies to faculty.

C. Policy

The policy of The University of Texas-Pan American regarding acceptance of money from students by faculty is:

1. **Fees.** Faculty members, without previous and special approval of The University of Texas System Board of Regents, shall not collect from students any fees or charges to be expended for institutional purposes, and shall not sell books, notes, or similar student supplies to students.

2. **Prohibited Fees.** A member of the faculty may not accept pay for extra instruction or teaching of students registered in the institution where he or she is employed.

3. **Allowed Fees.** Teaching assistants, assistants, and other instructional employees below the rank of an instructor, may accept pay from students for extra-class instruction or coaching in courses or sections of courses with which they have no instructional connection. Written approval from the department chairperson in which the course is offered and the appropriate dean must be granted prior to accepting pay from students.

D. Definitions

Not applicable.

E. Responsibilities

Not applicable.

F. Procedures

Not applicable.

ACCEPTANCE OF MONEY FROM STUDENTS

G. <u>Review</u>

The Divisional Head for this policy is the Provost/Vice President for Academic Affairs and this policy shall be reviewed every five years or sooner if necessary by the following Stakeholders:

1. Vice Provost for Faculty Affairs – Senior Reviewer
2. Academic Affairs Executive Team
3. Faculty Senate Chair
4. Student Government Association President