



September 17, 2012

Prof. Ed Lazowska, Computer Science Engineering  
Prof. Judith Howard, Arts & Sciences  
Jeff Cheek, Office of Research  
Lauren Exnicios, School of Medicine  
Shelley Kostrinsky, Academic HR  
Fred Holt, Center for Commercialization  
Jack Johnson, Office of the President

Dear Colleagues:

I am writing to ask you to serve as a member of a work group to help revise the form used by faculty and other academic personnel to request approval of outside professional work for compensation. Last year, part of the form was modified to address a Supreme Court decision -- it was during this process that a variety of concerns regarding the form were highlighted. I believe it is now worthwhile to determine whether further refinements to the form might make it clearer and more helpful.

As you may be aware, the Center for Commercialization has spent the last several months gathering perspectives regarding a series of potential policy reform efforts around commercialization, industry engagement, and outside work. During this effort, the policies and approval processes related to outside work have emerged as top priority for many. However, rather than waiting for these bigger fixes to take shape, I would like to move forward with this first step of making useful improvements to the outside work approval form. This focused task may also help identify policy areas that need attention.

Jack Johnson, of the President's Office, has agreed to help schedule an initial meeting of the work group and facilitate moving ahead with this task. We will also be seeking the assignment of a lawyer from the Attorney General's Office. My hope is that your work can be completed during autumn quarter.

Thank you in advance for your help with this project.

Sincerely,

A handwritten signature in black ink that reads "Ana Mari Cauce". The signature is written in a cursive, flowing style.

Ana Mari Cauce  
Provost

cc: Linden Rhoads  
Tom Baillie  
Gary Ikeda