

**Appendix C. Annual Report on Outside Employment of Faculty/Administrative Staff Members**

College/Administrative Unit \_\_\_\_\_

Academic Year \_\_\_\_\_

Please append approved requests

Name & Workday ID No.	Actual Period of Employment (Beginning and End Dates)	Actual No. of Weeks Worked	Actual Average Hrs. Worked Per Wk.	Total outside hours worked during reporting period (Should be equal to the product of the two preceding columns)