

# TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER

## Operating Policy and Procedure

HSC OP: 72.08, Independent Academic Services

### PURPOSE:

the Executive Vice President for Finance and Operations.

of independent academic personnel may be acquired when there is a need  
ces which cannot be satisfied by internal personnel. When external  
used, it must be for organized activities relating to instructional  
of institutions of higher learning and similar activities of other state agencies.

s of this HSC OP are applicable to only the following services and

ng professors  
t lecturers to agencies of higher education  
nguish individuals  
s presenting lectures  
quiums  
ches  
nars  
shops  
als  
rmances

is not applicable to the use of private consultants, to the use of  
covered by the Professional Services Procurement Act (Texas Government  
n 2254), or to the appointment to non-faculty positions (HSC OP 70.11).

is not applicable to the services of any person who, during the current  
, has been an employee of the institution; any payment made to such a  
be made as a supplemental compensation payment through Payroll.

is not applicable to the services of course instructors, regardless of the  
(hourly or lump sum) or the number of courses taught. These persons are  
viewed as independent contractors under IRS guidelines.

ures.

ponsible for an activity may arrange directly with academic personnel for  
Buy Requisition, accessible at <http://techbuy.ttu.edu> , must be submitted

prior to the date services are rendered. All Travel Expenses must be submitted thr

