OP 01.03: SALARY SUPPLEMENT FUND-RAISING

PURPOSE

This policy is intended to clarify what constitutes "appropriate and ethical" fund-raising activity as it relates to the solicitation of gifts from which the solicitor stands to realize a pecuniary benefit through a supplement to the solicitor's salary.

POLICY

The role of all fund-raising officers and any volunteers, including faculty or other staff, engaged in solicitation of funds at Mississippi State University is to generate charitable gifts which will benefit the institution. Whenever gifts are solicited or offered which would directly benefit the solicitor, consideration of ethical issues becomes paramount.

It is improper for any University employee to seek gifts which would provide personal pecuniary benefit. Further, it may be improper for an employee to accept such a gift if he or she has served as a primary contact during the cultivation or solicitation process. This principle holds true even if the designation for the gift was proposed by the donor.

PROCEDURE

If there is a question concerning the advisability of participating in a fund-raising activity because of a potential ethical conflict, the activity in question should be cleared in advance through the individual's official reporting chain.

All fund-raising personnel and volunteers should target solicitation for prioritized projects, special programs, and educational needs which benefit departments, schools, colleges, or the university at large. To avoid potential ethical conflicts in fund-raising, instead of soliciting or accepting charitable gifts to be used for direct compensation, other forms of enhancements for meritorious faculty and staff should be examined. Examples of such enhancements include travel to attend workshops and conferences, research funding, and funding for graduate assistants.

Faculty and administrators are often involved in the cultivation of endowed faculty positions such as Endowed Chairs or Endowed Professorships. The solicitation of such positions should focus on research/teaching/outreach expertise or position and not on individuals.

If a faculty member, department head or dean find themselves in a unique situation with potential for personal benefit, they should transfer coordination of development efforts to the Foundation's representative for that college and alert the Vice President for Development and Alumni along with the next higher level of administration such as Dean or Provost.

REVIEW

This policy will be reviewed every four years or as needed by the Vice President for Development and Alumni.

REVIEWED BY:

/s/ John Rush — 10/06/2026
Vice President for Development and Alumni — Date

/s/ Tracey N. Baham — 10/19/2026
Associate Vice President, Institutional Strategic & Effectiveness — Date

/s/ Joan Lucas — 10/26/2026
General Counsel — Date

APPROVED BY:

/s/ Mark E. Keenum — 11/23/2026
President — Date