

Policy Title: Entrepreneurial Activity

Category:	<input type="checkbox"/> Institutional - Board <input type="checkbox"/> Academic - Administrative <input checked="" type="checkbox"/> Institutional - Administrative <input type="checkbox"/> Employment - Administrative		
Approved by:	<input type="checkbox"/> Board <input checked="" type="checkbox"/> President		
Date approved:	May 28, 2020	Effective date:	May 28, 2020
Policy Sponsor:	Vice President, Administration and Finance	Date last reviewed:	May 28, 2020
Date of Mandatory Review (expiry date):	May 2025	Date of last revision of Procedures:	May 28, 2020

1. POLICY

No entrepreneurial activity is permitted on CMCC premises, or via CMCC electronic means, unless approved by the Vice President, Administration & Finance (for employees) or the Director, Student Affairs (for students), each of whom will ensure contact has been made with the relevant Director(s) before a decision is made.

2. PURPOSE

To regulate entrepreneurial activity at CMCC that may be in conflict with CMCC and its mission.

3. SCOPE

All employees and students.

4. INFORMATION AND COMPLIANCE PLANS (not a comprehensive list)

Sales and solicitations by employees and students must be in support of CMCC's mission and programs.

5. RELATED POLICIES (not a comprehensive list)

- Advertising
- Conflict of Interest and Conflict of Commitment
- Email – Employees

- Email – Students
- Speakers

6. DEFINITIONS

Entrepreneurial activity in this policy refers to the advertising or sale of a good or service which competes with goods or services offered by the institution, and/or where there is the potential of profit either directly or indirectly to the person leading the activity or to those whose products and services they are promoting.

New Policy Approved (date):	August 1999
Policy Revision History (dates):	August 2017 May 28, 2020

-----**END OF POLICY**-----

7. PROCEDURES

Students

1. Students or student groups wishing to promote or sell a good or service to raise funds for themselves or their organization are to ensure that their proposal conforms with Students' Council policy.
2. Students' Council is to approach the appropriate CMCC Division whose interests or business may be affected, e.g. Alumni Relations, Clinic, Continuing Education, Development, Supply Centre and Bookstore, before the approval of an entrepreneurial activity may move forward.
3. Students' Council is to contact the Director, Student Affairs for help in determining which Division Director is to be contacted, and also to seek approval before promoting, or allowing the promotion or the sale of any good or service to the CMCC community.

Employees

1. Employees wishing to promote or sell a good or service to raise funds for themselves or their organization are to approach the appropriate CMCC Division, as outlined in #2 above, before the approval of an entrepreneurial activity may move forward.
2. Employees are to contact the Vice President, Administration and Finance for help in determining which Division is to be contacted, and also to seek approval before promoting, or allowing the promotion of the sale of any good or service to the CMCC community.

New Procedure Approved (date):	May 28, 2020
Procedure Revision History (dates):	

8. ATTACHMENTS

None.