



Type:	C – Institutional	Last Approved: Apr. 18, 1991
Executive Responsibility:	Vice-President Administration & Finance	Next Review: Jan., 2014
Administrative Responsibility:		Procedure:

STATEMENT:

University employees are encouraged to engage in professional and/or technical activities which enhance their professional growth. An employee may undertake activity on a remunerative basis or otherwise, in circumstances which satisfy the following conditions:

That such activity does not, in the supervisor's view, impair the ability of the employee to fulfill the obligations of his/her employment with the University by reason of conflict of interest or any other factor;

That such activity does not damage the standing of the University as an educational institution and publicly funded corporation.

The President shall cause to be maintained, a record of all regular employee's ongoing business interests and outside contracts of employment.

No employee shall make use of University facilities, equipment, materials or students for activities covered by this policy other than with the written permission of the President.

If there is any evidence outside activities are interfering with the employee's responsibilities to the University, the employee may be required to curtail or terminate the outside activity.