

PROFIT ACTIVITIES

Independence Community College recognizes employees participate in many organizations that conduct fundraising activities. However, only college approved fundraising activities may be conducted during working hours. Employees should not actively solicit another employee at work with goods for sale as a fundraiser for a non-ICC activity/organization.

Employees may not use work time to engage in external business or activity(s), whether they are for non-profit or for profit. Additionally, employees may not use college resources to engage in external business or activity(s).

Employees are encouraged to participate in community activities and organizations but must confine their activity to non-working hours. If employees have an opportunity to integrate the college community and the greater community, the employees should discuss the collaboration with their supervisor to ensure college approval.

College-sponsored volunteer programs are permitted with supervisory approval. No college resources may be utilized by or for outside organizations without prior approval.

Effective: 07/01/2021