Community Business Development

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<th>Section: Operating/Administrative</th>
<th>Policy Number: 1022</th>
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<td>Responsible Office: Community Business Development</td>
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**Philosophy**

The University is committed to assisting minority, women, small, disadvantaged and local business enterprises (M/W/S/D/LBE’s) in their long-term growth and development, thereby enhancing the economic stability and vitality of the community it serves through its student body. This commitment is rooted in our tradition as a Vincentian university dedicated to promoting the core values of truth, love, respect, opportunity, excellence and service within the University and in our relationships with the larger community. It also serves to complement the University’s Diversity Initiative (see policy #808), which seeks to identify and address personal, institutional and social injustice.

**Policy**

It is the policy of the University to identify and register qualified M/W/S/D/LBE’s for the specific purpose of affording them the opportunity to work with the University. University personnel engaged in the purchase of goods and services and in the awarding of contracts are responsible and accountable for carrying out the spirit of this policy in their daily activities.

**Procedures**

The University’s Office of Community Business Development will encourage university participation in accordance with this policy and will actively assist in promoting the development of mutually beneficial business relationships with M/W/S/D/LBE’s through a variety of proactive measures:

- Maintaining a database of qualified M/W/S/D/LBE’s.
- Identifying opportunities for employment for community residents.
- Conducting outreach programs to increase M/W/S/D/LBEs’ awareness of business opportunities with the University.
- Participating in fairs, conventions, and other events sponsored by organizations that serve the M/W/S/D/LBEs’ constituency.
- Acting as liaison between M/W/S/D/LBE’s and business units within the University.
- Encouraging major contractors and subcontractors to partner with M/W/S/D/LBE’s and to provide the University with quarterly reports on the utilization of M/W/S/D/LBE’s.
- Assisting M/W/S/D/LBE’s in the certification process.
- Monitoring quarterly and annual utilization of M/W/S/D/LBE’s by university departments.