

**COLLEGE-SPONSORED TRAININGS,
SEMINARS AND WORKSHOPS**

The College will sponsor mandatory training, seminars and workshops. Identified employees are expected to attend, subject to obtaining prior approval from their immediate supervisor.

Subject to obtaining prior approval from their immediate supervisor, employees may enroll in optional College-sponsored trainings, seminars and workshops. When space is available in a seminar or workshop, the College division or department will not be charged for the employee's registration fee. A special fee for handouts and/or meals may be charged.

This Policy will be administered consistent with the College's collective bargaining agreement obligations where applicable.

[Link to Academic Manual for this Policy](#)

Implemented: March 24, 2009
Revised: April 8, 2014