

## **Entrepreneurship Partners Guidelines for Mentors, Evaluators and Speakers Effective September 1, 2006**

### **1. Background**

Faculty and administrators at Columbia Business School from time to time invite distinguished experts from the private sector to participate in educational programs and classes. The participation of these experts is greatly appreciated by the students and the School.

### **2. Scope of Effort**

Experts may serve as group facilitators, guest speakers, mentors, and competition and presentation evaluators. These activities often occur after business hours, and in some cases involve a substantial commitment of time on the part of the invited experts. Experts volunteer their time willingly, and do not receive any compensation beyond the gratitude of the students they support, and the satisfaction of assisting young entrepreneurs in realizing their aspirations.

### **3. Requirements of Mentors, Evaluators, and Speakers**

a. No Compensation or Employment Relationship. Facilitators, speakers, mentors and evaluators volunteer their time to support the programs and students of the Business School. There is no employment or similar relationship between the external experts and the School or Columbia University, and the experts are not compensated for their activities.

b. Suspension of Commercial Involvement. Students, faculty and staff seek specific expertise held by invited experts, and business interactions unfold. While this is to be expected and in some cases may be desirable, it is important to recognize that the intended role of the external experts is to further the learning objectives of the School's educational programs and classes. Because mixing commercial and educational objectives in a school setting detracts from these educational goals, experts participating in educational classes and programs are required to suspend any commercial interest or involvement with all students, faculty and staff with whom the expert comes into contact as a result of his or her participation for the total duration of the academic year during which the participation occurs, and to refrain from pursuing any commercial interest or involvement with those students, faculty and staff members until one month after the submission of grades and the completion of the academic year.

c. Proprietary Rights; Confidentiality. Invited experts should be aware that students, faculty and staff of the School and/or other persons or entities may have intellectual property rights in ideas and technology to which the expert may be exposed in the course of the expert's activities at the School. In addition, in general, under the University's patent policy, any patentable conception developed using University facilities or resources is owned by the University. Business concepts and other proprietary information shared with experts during the course of their participation are shared with the understanding that the experts will maintain their confidentiality.