



Policy Name: Executive Accountability	Policy Number: D6
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Policy Statement:

SAOC Executive shall perform all duties required by their position and shall be held accountable for a failure to do so.

Purpose:

To provide recourse for the Student Board of Directors and Executive Council in the event that a member of the SAOC Executive fails to meet responsibilities to clarify what is mandatory outside of regular duties.

Related Policies: Bylaw 7	
Review Plan: 5 years	Review Date: March 2021
	Ratification Date: March 14, 2016



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Procedure:

- I. Mandatory Attendance;
  - 1. Failure to meet Mandatory Attendance results in automatic dismissal from Executive Council. Mandatory Attendance occurs with:
    - a) Transition Weekend- The weekend where the old Executive and new Executive meet and the new Executive develop a goal plan and become a team. This is a vital step to team building. Absence will cause discord in the team and is unacceptable.
    - b) Fall Training- The week of college success. This is a vital step to team building and presents the team as a unit to the Student Body. Absence is unacceptable and will not be tolerated.
  - 2. The dates for these events are given far in advance. Short of a vital emergency of a tragic nature or the individual being physically incapacitated by an involuntary occurrence, absence will not be tolerated.
- II. Compulsory Attendance;
  - 1. Compulsory Attendance occurs with board meetings where a member of the Executive is representing the SAOC, Christmas Formal, Gala and SAOC Executive duties as outlined in Bylaw 7.
    - a) Absence at Christmas Formal and Gala will result in a dockage in Honorarium of 50%, barring an excused absence.
    - b) Board Meeting absences result in a 20% dockage to Honorarium, barring an excused absence.
    - c) SAOC Executive must post a minimum of five (5) hours on the "In Office" board. The executive must spend a minimum of ten (10) hours in the office a week. Failure to meet this requirement will result in a 20% dockage to Honorarium.
    - d) SAOC Duties as outlined in Bylaw 7 must be met. This bylaw outlines the individuals mandate for representing the SAOC Student Body. Failure to meet these duties equates to the individual being in dereliction of duty and results in a 20% dockage to Honorarium.
    - e) If the individual has three unexcused absences, or fails to meet the mandate of their position repeatedly, the motion to dismiss said individual will be voted on in Executive Council and brought to the Student Board of Directors for final approval.
  - 2. All dockages will be decided by consensus of Executive.
- III. Excused Absence;
  - a) Will be brought before Executive Council and addressed there. Vote of consensus for either excused or unexcused.

Related Policies: Bylaw 7	
Review Plan: 5 years	Review Date: March 2021
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