

Scarborough Campus Students' Union Policy Manual

OPERATIONAL POLICY – Board of Directors Honorarium Policy

Adopted : November 24, 2021 – Annual General Meeting

Preamble

The purpose of this policy is to outline honorarium of the Board of Directors (“Directors”) for the Scarborough Campus Students’ Union. The By-laws stipulate the roles and responsibilities of the Directors. To ensure accountability and transparency, the following policy has been adopted as the Board of Directors Honorarium Policy. Every Director is required to work on behalf of the membership and for the University of Toronto Scarborough students by attending monthly Board Meetings, attending team check-ins holding regular office hours, advocating on behalf of their academic department, and participating in regular outreach; among other responsibilities, as outlined in their signed start-of-term contracts and this policy.

There shall be a set amount of honorarium established for the Directors with the understanding that part of the role is to volunteer for the improvement and betterment of students’ lives and a socially just society.

Honorarium

- The Directors shall receive an honorarium of \$500 for their service to the UTSC student body from May 1st to April 30th of the following calendar year.
- SCSU recognizes that the amount of honorarium is not reflective of the total amount of work hours conducted to service students, but rather that it is a nominal recognition of the service conducted as an elected representative.

Board Meetings

- Directors are required to attend monthly Board Meetings as well as any Emergency or Special Board Meetings of the Union.
- Directors must submit monthly reports to the Vice-President Operations to be included in the Board Package.
- Directors can miss up to one (1) Board Meeting with regrets per semester, without an impact to their honorarium.
- Missing a Board Meeting without regrets may lead to a reduction in honorarium.
- For full Meeting responsibilities, see Bylaw XI.1.i.

General Meetings

- Directors are required to attend and participate in both Annual General Meetings and Winter General Meetings of the Union.

Office Hours

- Directors are required to maintain a minimum of one (1) office hour per week.

- Designated office hours are to be shared with the Vice-President Operations and made public on the SCSU website.

Outreach

- Directors must participate in a minimum of 20 hours of outreach throughout the duration of their term.
- Outreach hours are to be reported bi-weekly to the President, Vice-President Operations, and Executive Director.

Qualification

- Directors must adhere to the SCSU Bylaws and Policies.
- Honorarium will be awarded based on Director efforts within their role.
- Directors will be compensated proportional to their ability to meet the responsibilities of this policy.
- Should a Director be unable to fulfill any of the responsibilities outlined in this policy, they must seek prior exemption from the President and Vice-President Operations or risk reductions or loss of honorarium.
- Should a Director not complete their term in office, they will not be eligible to receive an honorarium.