



POLICY 2.08

COUNCIL GOVERNANCE

Meeting Attendance

POLICY INTENT

Whereas the successful representation of AUSU members relies on the active participation of all councillors, and full attendance at council meetings is the foundation of councillor participation, this policy ensures that regular participation is maintained while allowing some flexibility for councillor emergencies.

POLICY RESPONSIBILITY

Council

POLICY

- 2.08.01 Meetings, for the purposes of this policy, include all meetings, scheduled with one week's notice or more, which the councillor is to attend as a representative of AUSU.
- 2.08.02 A councillor's attendance status at any meeting shall be defined as one of the following:
- a) present
 - b) absent, with regrets
 - c) absent
 - d) late
- 2.08.03 A councillor who is present at a meeting at the time it is called to order, shall be marked as "present" in the official meeting minutes.
- 2.08.04 A councillor shall notify the President or Council if they are not able to be present at a meeting, and include an explanation for non-attendance. Councillors who provide at least 48 hours advance notice shall have their attendance marked as "absent, with regrets" in the minutes.
- 2.08.05 Councillors who arrive more than 30 minutes after the meeting is called to order, or after half of the meeting has elapsed, whichever is shorter, shall be marked as "late" in the official meeting minutes.
- 2.08.06 In the event that a councillor has noteworthy periods of absence or inactivity during the meeting, or arrives after a substantial portion of the meeting business has been addressed, the chair may move that the member be marked as "absent" in the minutes.
- 2.08.07 An attendance status of "absent, with regrets" or "late" shall count as two-thirds of a full

absence and an attendance status of "absent" shall count as one full absence.

- 2.08.08 If a councillor accrues two or more full absences within any consecutive twelve month period, a motion for their removal from council shall be placed on the agenda for the next council meeting.

POLICY HISTORY

Original Approval Date: July 24, 2006

Updated Date: March 18, 2011

Mandatory Review by Date: March 18, 2013