



Accountability Policy

I. Background and Purpose

- A. In order to ensure that the board members of the Student Senate for California Community Colleges are effectively representing the interests of California Community College Students, this accountability policy shall be followed.

II. Tardiness and Absences of SSSCC Board of Directors

- A. A member of the SSSCC Board of Directors is considered absent if they miss a meeting of the Board of Directors, a Regional meeting, an internal or external committee meeting, or a General Assembly.
- B. A member of the SSSCC Board of Directors is considered absent if they miss more than 20% of any meeting of the Board of Directors, a Regional meeting, an internal or external committee meeting, or a General Assembly. Tardiness is determined at the discretion of the President/ Chair of the Committee, should a member miss any section of a scheduled meeting.
- C. If a member of the SSSCC Board of Directors is considered tardy twice within one semester, the member shall receive one absence.

III. Requirements for Removal from Office (SSCCC Bylaws Article III, Section IV)

- A. A member of the Board may be removed by the Board with a two-thirds vote for any of the following, but not limited to:
 - 1. Willfully violating the governing documents of the Senate.
 - 2. Dereliction of duties prescribed to the members of the Board.
 - 3. Incompetence in the performance of the Board member's duties.
 - 4. Any actions that violate the code of conduct of the Board.
 - 5. Earning at least two unexcused absences or four tardies (the President or Chair of the Region/ Committee are the only members who can excuse an absence or tardy).
- B. Only an article of removal submitted by a member of the Board shall be considered.



IV. Accountability and Oversight

- A.** Attendance and tardiness of members at each meeting of the SSSCC Board of Directors shall be recorded by the Vice President of Communications.
- B.** Attendance and tardiness of members at committee meetings shall be recorded by the committee Vice-Chair, should the committee have one, or the committee Chair if it does not.
- C.** Records of attendance and tardiness shall be reported to the Executive Vice President (EVP) no later than 48 hours after the conclusion of each meeting in order to maintain accurate and timely totals. The EVP shall contact each committee Chair and Vice-Chair to ensure compliance.
- D.** The EVP shall notify each member by email of their absences and tardiness upon receipt of attendance records.
- E.** The EVP shall notify the SSSCC President that a member has reached the threshold for removal. After review by the President and Executive Director, the articles of removal shall be provided to the Accountability Panel for review and if warranted will be placed on the agenda for the next Board of Directors meeting. If approved by the Accountability Panel, the EVP shall then notify the member that they will have articles of removal placed on the next Board of Directors agenda.
- F.** Absences and tardiness of members are tracked on an Accountability spreadsheet maintained by the Executive Vice President

V. Code of Conduct

A. Ethical Codes

- 1.** Each voting board member shall adopt the same code of ethics that is required for all elected officials and officers, appointees, and employees of SSSCC, which is as follows:
 - a)** No board member shall engage in any business or transaction or shall have a financial or other personal interest, direct or indirect, which is incompatible with the proper discharge of higher official duties or would tend to impair their independence or judgment or action in the performance of such duties.
 - b)** No board member shall engage in any enterprise or activity that will result in any of the following:
 - (1)** Using the prestige or influence of SSSCC office or employment for private gain or advantage of themselves or another.
 - (2)** Using time, facilities, equipment, or supplies of SSSCC for the private gain or advantage of themselves or another.
 - (3)** Using official information not available to the general public for their private gain or advantage, or that of another.

- (4) Receiving or accepting money or other compensation from anyone other than SSCCC for the performance of acts done in the regular course of duties.
 - (5) Receiving or accepting, directly or indirectly, any gift or favor from anyone doing business with SSCCC under circumstances from which it could reasonably be inferred that such was intended to influence them in their official employment or duties, or as a reward for official action with the proper discharge of their official employment or duties.
2. Every SSCCC board member shall act in good faith, in the best interests of SSCCC, and with the care of an ordinarily prudent person under similar circumstances. Every official, officer, appointee, or employee of SSCCC shall disclose completely the nature and extent of any interest, direct or indirect, which conflicts with their responsibilities or duties.

B. Behavioral Codes

1. Prohibited Practices include, but are not limited to the following:
- a) Consumption of alcohol or possession of related paraphernalia at Chancellor's Office sponsored Student Senate events
 - b) Possession, use, or distribution of illegal drugs or related paraphernalia
 - c) Possession of any firearm, illegal knife, explosive or other weapon
 - d) Assault, or deliberate physical injury to another person e.g. Sexual harassment, unwanted sexual advances and sexual assault
 - e) Violation of hotel or facility rules and/or policies
 - f) Disruptive behavior or the behavior that threatens the health and or safety of others.
 - g) Discrimination, harassment and bullying against any individual on the basis of race, ethnicity, age, gender, gender identity, sexual orientation, physical and/or mental disability, or political ideologies. Such discrimination, harassment and bullying has the effect of creating a hostile or intimidating environment sufficiently severe or pervasive to substantially impair a reasonable person's participation in SSCCC and CCCCCO sponsored events or activities.
 - h) Threatening or harassing behavior conveyed by written or electronic means, including, but not limited to email, social media, texting and online.



VI. Accountability Panel

An Accountability Panel shall be comprised of the EVP (chair) and three randomly selected regional vice chairs excluding the vice chair of the regional director in question. The President and Executive Director will also participate on the accountability panel as ex officio members.

The Accountability Panel shall review all complaints or articles of removal prior to placement on the SSCCC agenda. In the event that the complaint is against the EVP, the President shall chair the Accountability Panel.

Approved by Board of Directors November 9, 2019.