



Board of Directors Attendance Policy

Objective:

To establish consistent parameters for attendance for members of the Board of Directors of the Michigan Cancer Consortium.

Excessive amounts of absenteeism prevent Board of Directors from being effective and may risk the success of the organization. Tardiness and early departure is a type of absenteeism.

Scope:

All members of the Board of Directors.

Policy:

The Board shall require a Director to contact a MCC-designated staff person when he/she is unable to attend a meeting (regularly scheduled or special meeting) and request to be excused.

Any Director absent for more than 50% of scheduled meetings or for more than 2 consecutive meetings is considered delinquent in attendance and participation in Board responsibilities.

Under special circumstances, determined by Co-Chairs in consultation with MCC staff, an alternate electronic communication method (e.g., teleconference, videoconference, etc.) may be an option for participation. Participation in a meeting in this manner constitutes presence in person at the meeting.

1. Attendance will be tracked and reviewed regularly, at least annually.
2. A list of Board of Directors members in violation of these meeting attendance expectations will be provided to the Co-Chairs for appropriate action which may include:
 - a. Clarification of Board member role & responsibility
 - b. Evaluation of ability to fulfill responsibility of total term
3. If a Director is absent and unexcused from three consecutive Board meetings, the Director will be deemed to have resigned. The Board of Directors, may, in its discretion, accept or reject the resignation.