

1 **Article 5 – Point System**

2 “Nonfeasance” shall be defined as the failure of any official, elected or appointed, to perform the duties,
3 responsibilities, or functions of office. Nonfeasance can result in automatic termination.

4 A. A point system is used to determine when termination must be initiated.

5 a. 10 points: Verbal warning (followed up with written documentation)

6 b. 15 points: Written referral

7 c. 25 points: Termination process begins.

8 B. Points are assigned for the following

9 a. 1 point: Non-Response by communicated deadline (Each additional business day late adds
10 1 point per day until completed.)

11 b. 1 point: Unexcused missed office hours (per hour)

12 c. 1 point: Unexcused absences (see C below) from campus or university-wide trainings or
13 retreats (per hour)

14 d. 1 point: Late for meetings or events (After 15 minutes you are considered late)

15 e. 3 points: Unexcused absence (see C below) from a committee meeting of the university senate

16 f. 5 points: Missed one-on-one with advisor (when required)

17 g. 5 points: Missed submission deadline (including, but not limited to the examples below)

18 Each additional day late adds 1 point per day until completed.

19 i. Reports not submitted when due

20 ii. Committee meeting minutes (standing and ad hoc) not submitted when due

21 iii. Meeting agendas not distributed one week prior to Senate meetings

22 iv. Meeting agendas not distributed 3 days prior to executive committee meetings

23 v. Minutes not sent for review to speaker, evp, or president (depending on the type
24 of meeting held) and campus or university-wide advisor within 3 business days of
25 the meeting

26 h. 5 points: Unexcused absence (see C below) from a scheduled university-wide senate
27 meeting or executive committee meeting (UEC or CEC)

28 i. 7 points: Unexcused absence (see C below) from scheduled campus meeting

29 j. 15 points w/ written warning: Unexcused absence from external trainings or conferences (i.e.
30 Student Advisory Council, National Association of Campus Activities SG East, American
31 Student Government Association)

32 (2nd infraction, immediate dismissal from position)

33 1. *Note: Depending on cancellation date, student is also subject to reimbursing their*
34 *portion of entire cost of the trip/training.*

35 k. 15 points: not fulfilling duties of position as outlined in bylaws (as indicated in written referral)

36 C. Unexcused absences are any absences that are not approved by the individual designated in
37 Title IV: Attendance Policy, Article 3: Absences of the bylaws.

38 D. Each time an SGA officer accumulates points, they will receive documentation regarding their
39 point total. Individuals who wish to appeal an assignment of points must do so by requesting in
40 writing an in-person meeting with the individual who assigned the points and the appropriate SGA
41 executive officer within three business days of receipt of the document. The meeting must occur
42 within five business days of receipt of the written request. The SGA advisor makes the final
43 decision as to whether the points were properly assigned within three business days of the
44 meeting.