



Interagency Committee of State Employed Women (ICSEW)

Policy No.: 620

Policy Name: Attendance Policy

PURPOSE

This policy provides guidance and expectations on attendance at ICSEW meetings.

SCOPE

This policy applies to all ICSEW agency-appointed representatives.

POLICY

Regular attendance at the ICSEW general meetings is essential so that decisions made represent the opinions of the committee as a whole. In addition, regular attendance enables committee members to be productive and helps ensure that issues are examined from a variety of perspectives. An ICSEW committee member may forfeit their appointment as a result of poor attendance.

Appointed representatives to ICSEW are expected to attend six scheduled general membership meetings per year.

In the absence of the member, an alternate may be designated to attend. The alternate may vote provided a signed proxy is submitted to the ICSEW chair directly or through the membership chair at or prior to the bimonthly meeting.

RELEVANT LAW AND OTHER RESOURCES

ICSEW Bylaws

Meeting Proxy Form