

Tribunal Member Compensation Policy

H-62, F-06

LONG TITLE	A Policy Respecting Compensation for Members of the Students Tribunal, Electoral Tribunal, and Judicial Board of the Association	DATE OF ENACTMENT	21 November 2022
		LAST AMENDED	
REFERENCE No.	H-62	NEXT REVIEW	August 2024
CROSS-REFERENCE.	F-06		
CATEGORY	Human Resources, Finance	COMPETENT CHAMBER	Board

MANDATE

This Policy shall govern the compensation of Tribunal Members in the Association. It is recognized by the Association that members of various Tribunals in the course of their public service ought to be compensated justly for their work. Such compensation is essential to ensure proper dedication to the duties of those offices. This policy shall apply to members of tribunals. This Policy shall be reviewed every two years by Council.

INTERPRETATION

- 1 This Policy may be called the *Tribunal Member Compensation Policy*.
- 2 In this Policy, the following definitions shall apply:
“**association**” means the Carleton University Students’ Association;
“**board**” means the CUSA Board of Directors
“**compensation**” means the full and proper remuneration for an individual;
“**tribunal member**” means any voting member of either the Students Tribunal, Electoral Tribunal, or Judicial Board, excluding advisors
“**subcommittee**” means a respective subcommittee of the board

GENERAL ADMINISTRATION

Who can be compensated as a Tribunal Member under this policy?

- 3 Tribunal Members can be compensated for their work.
- 4 Advisors such as the Chief Returning Officer, University Staff, CUSA Staff, or CUSA Executives cannot be compensated as Tribunal Members under this policy.

Who should review Tribunal Member Compensation?

- 5 The Human Resources Subcommittee and the Finance & Governance Subcommittee should jointly review Councilor Compensation.

Quorum

6 Quorum shall be as established within respective Subcommittee terms of reference, independently of one another.

Independence and Punishable Offenses

7 Tribunal Members must not interfere with the deliberations of the Subcommittees or the Board or unduly influence them towards a certain course of action.

Conflict of Interest Policy (G-05)

8 Tribunal Members must not collect any benefits in the execution of their duties for this Association outside of their approved compensation, excluding CUSA Awards and reimbursements.

Conflict of Interest Policy (G-05) s. 4(3)

STANDARDS FOR TRIBUNAL MEMBER COMPENSATION

What can be considered compensation?

9 Compensation for Tribunal Members may be:

- (a) An honoraria; and
- (b) a validation of experience in the Co-Curricular Record;

Who is eligible for compensation under this policy?

10 Tribunal Members as defined in this policy.

What is the compensation for serving as a Tribunal Member?

11 Compensation for Tribunal Members will be

- (a) a \$50.00 honorarium per meeting attended,
- (b) a validation of experience in the Co-Curricular Record;

Is there additional compensation for a Tribunal Member serving as Chair of a Tribunal?

12 No.

Can an honorarium be increased or decreased?

13 Yes, only at the will of the Board.

How should it be decided whether an honorarium is to be granted to a Tribunal Member or not?

14 Any individual executing in good faith, for any period of time, the responsibilities and duties of a councilor or chair of a committee shall be entitled to their honoraria.

Surrender of honorarium

15 Any Tribunal Member may, at any time, surrender all or part of their compensation and have it returned to the general fund of the Association.

How is honoraria processed?

16 Upon completion of a term as a Tribunal Member, the Human Resources office shall prepare the honoraria for each eligible individual and ensure the Finance Office processes the honoraria.

How is the Co-Curricular record experience maintained?

17 The Director of Student Development will ensure all applicable tribunal positions are available within the Co-Curricular record for those Tribunal members eligible to add to their Co-Curricular record.

SCHEDULE OF AMENDMENTS

DATE AMENDED	MOVED	SECONDED	SUMMARY
Before 2013	N/A	N/A	Adopted as s. 3.0 of <i>Bylaw IV - Finances and Fees</i> , Compensation Review Committee created.
30 August 2016			Deadline for Compensation Review report moved to November Council meeting from June 15 of the same year.