

Policy Name:	STAFF TREATMENT	
Approved By:	President's Council & Board of Governors	
Approval Date:	October 19, 2012	
Next Scheduled Renewal Date:	N/A	
Policy Holder:	Board of Governors	
Operational Lead:	President and CEO	
Policy Number:	BRD-EL-003	

STAFF TREATMENT POLICY

1.00 PURPOSE

- 1.1 The purpose of this policy is to affirm that the President & CEO will deal not deal inappropriately with staff, volunteers, and the community.

2.00 DEFINITIONS

- 2.1 None

3.00 POLICY STATEMENT

- 3.1 The President & CEO will not deal inappropriately with staff, volunteers, and the community.
- 3.2 The President & CEO will not:
- a. operate without personnel procedures which clarify personnel rules, provide for effective handling of grievances, and protect against wrongful conditions
 - b. discriminate against anyone for expressing an ethical dissent
 - c. prevent staff from appealing to the Board when it is alleged that internal policies and appeal procedures have not been followed
 - d. fail to institute processes to acquaint staff to a reasonable extent with their responsibilities and rights
 - e. fail to operate within the “Values and Operating Principles” of Coast Mountain College.
- 3.3 Monitoring will consist of an Internal Report annually - Satisfaction survey, Report of Grievances.

4.00 RELATED POLICIES, PROCEDURES, AND SUPPORTING DOCUMENTS

- 4.1 None

5.00 HISTORY

Created/Revised/ Reviewed	Date	Author's Name and Role	Approved By
Created	Oct 19, 2012		President's Council and Board of Governors