

<b>Subject: Approval of Activities</b>	<b>Initial Date: 06-20-06</b>	
<b>Responsibility: Board</b>	<b>Date Reviewed: 02-12-07</b>	
<b>Approved by: SCV-CAMFT Board of Directors</b>	<b>Date Revised: 02-23-07</b>	<b>P&amp;P 103 Appendix 103-A and B</b>

### **103-APPROVAL OF ACTIVITIES**

#### **I. Purpose**

The purpose of this document is to provide policies and procedures for ensuring board oversight of chapter activities and participation at events (this policy does not cover luncheons or their speakers. Please see P&P 108 instead).

#### **II. Policy**

In order to avoid liability for SCV-CAMFT and prevent entities from acting on their own accord, it is the policy of the board to oversee the activities and events provided by committees, task forces and ad hoc advisory groups.

#### **III. Procedures**

- A. Any and all suggested chapter sponsored activities of individuals, committees, task forces and ad hoc advisory groups shall be sent as a proposal to the board for its approval prior to implementation of an activity or event. For example, if the ethics committee wants to hold a law and ethics workshop, it shall send a proposal of length, speaker, cost to the chapter, fee for participants, location, etc. to the board for approval prior to taking action. (See Appendix 103-A) (See Appendix 103 – B for an approved sample).
- B. The board has the ultimate authority to approve a proposal as is or to request changes.
- C. Exception: The nominating committee does not require board approval for its activities of interviewing and nominating candidates for office to the chapter.

-end-