



POLICIES AND PROCEDURES

Section Title: Board of Directors	Section Reference: BD
Policy Title: Confidentiality	Policy Number: BD-001

Policy Statement:

The Board of Directors recognizes the legitimate need of Board members to report on the general operations of the Corporation to their constituencies and York students in general, while recognizing the interest of the Corporation to protect information of a confidential nature.

PURPOSE: To protect confidential information.

PROCEDURES:

1. All discussions, documentation, resolutions and information of the Student Centre Corporation Board of Directors and its Committees are public unless otherwise stated;
2. Either the Executive, Board or its committees must formally announce those discussions, documentation, resolutions, and information of the SCC Executive, Board or its committees which are to remain confidential;
3. The unauthorised release of such information as contemplated above shall be considered an "improper and detrimental act" to the Corporation under section 4.4 of By-law Number One;
4. The Executive Committee of the Board of Directors shall make an initial determination if any act of a member of the Board breaches the provisions of this resolution and if such a breach warrants the summoning of a special meeting of the members of the Corporation in accordance with section 4.5 of By-law Number One and;
5. By resolution, if the Board of Directors or its Committees resolve to release information previously deemed confidential the information shall be released by the Executive Director or the Chairperson.

Contact Person (title):	Chairperson / Executive Director
Cross-Manual Reference:	
Monitoring Tools:	Board Minutes
Relevant Forms:	N/A

Board Approval Date:	10 October 1989
Review Dates:	2023/2024
Revised Date(s):	23 April, 2024 (Revised By-Law Correspondence)
Last Reviewed By:	YUSC Board Vice-Chair