

Policies for MMS Point Requirement

1 point = 1 hour volunteering time to MMS activities

All MMS project groups must complete the minimum requirement of **10 points total per quarter** to keep active status in the program.

The breakdown for the 10 points **project group requirement** is as follows:

- 9 points maximum from attending general meetings
 - 1 point awarded for each group member that attends a general meeting
- 1 point minimum from presenting at a venue/community event
 - 1 point awarded for each group member that presents at each venue
 - 5 points awarded to the project group for presenting at a base-level venue
 - 10 points awarded for the project group for presenting at a special event

All individual MMS members must also complete a minimum requirement of **3 points total per quarter**. This is to ensure that all members of a project group are actively participating in MMS.

The breakdown for the 3 points **individual member requirement** is as follows:

- 2 points minimum from attending general meetings
- 1 point minimum from presenting at a venue/community event
 - If a member is unable to present at a venue, they must attend at least 3 general meetings in a quarter.
 - On the other hand, if a member is unable to attend general meetings, they must provide other evidence of active participation in the program.
 - Can include but not limited to: attending multiple venues, attending project group meetings, contributions to presentation

Please Note: Points will not be awarded to members who attend community events but do not present with their project group. In order to receive participation points for a community event, an MMS member must present with their project group during the event and provide proof of attendance with the Project Manager after the event is over.

If a member is unable to attend any general meetings and venues in a given quarter, a Director of Training will need to consult with the member's Project Leader to determine the member's activeness. If the member has not been responsive to their Project Leader or expressed any interest in participating in the program, they will be reviewed for the strike penalty (see "Two Strike Policy" on next page).

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Two Strike Policy

An MMS member will receive a strike and be deemed inactive if they do the following:

1. Fail to help reach the 10 point requirement for their project group
 - a. Members in the project group who are below their 3 point individual requirement will receive the strike associated with failing to reach the 10 point requirement and be notified by the Project Manager
2. Do not attend any general meetings in a quarter without proof of schedule conflict
3. Do not respond to Project Leader and general members in their project group chat or other forms of communication (text, email) during the quarter
4. Fail to submit the quarterly feedback report by the deadline
5. Receive negative feedback from Project Leader or general member(s) in the quarterly report
 - a. Confirming a lack of response in group communication or inappropriate comments toward the Project Leader or another group member
6. Commit an act of dishonesty at a general meeting or venue/community event
 - a. General Meetings:
 - i. Signing in upon arrival to the general meeting but immediately leaving
 - ii. Signing in other members for them upon arrival to the general meeting
 - iii. Performing any inappropriate act at a general meeting to cause disturbance to other MMS members
 - b. Presentation Venues:
 - i. Signing in with the Director of External Affairs or Executive Board member and leaving before the end of time slot without notification of the reason
 - ii. Failing to attend an event and notify the Director of External Affairs and Project Leader at least 48 hours before the event time
 - iii. Performing any inappropriate act at the venue to cause disturbance to other MMS members or community members

If a member receives a strike, they will be immediately notified by the Project Manager by email of their inactive status. If they would like to continue as a member of MMS, they must do the following to regain active status in the program:

- Respond to the email stating that they wish to remain in MMS. Failure to do so results in immediate removal from the roster.
- Remain active for the remainder of the school year to refrain from getting a second strike which will lead to immediate removal from the roster.

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If the member does not follow the above guidelines to regain active status and continues to be inactive, they will be notified by the Project Manager that they will be removed from the program.

- All students removed from MMS must complete a new member application at the beginning of fall quarter the following school year to be reconsidered for the program.