
ΣΤΔ
SIGMA TAU DELTA
Policy on the Process for Determining Compensation

[Adopted by the Board of Directors Sept. 12, 2008, Minneapolis, MN]

POLICY: This Policy on the Process for Determining Compensation of Sigma Tau Delta applies to the compensation of the Sigma Tau Delta Executive Director.

PROCEDURES:

The process includes all of these elements: (1) review and approval by the Board of Directors or Executive Committee of Sigma Tau Delta; (2) use of data as to comparable compensation; and (3) contemporaneous documentation and recordkeeping.

1. **Review and approval.** The compensation of the person is reviewed and approved by the Board of Directors or Executive Committee of Sigma Tau Delta, provided that persons with conflicts of interest with respect to the compensation arrangement at issue are not involved in this review and approval.

2. **Use of data as to comparable compensation.** The compensation of the person is reviewed and approved using data as to comparable compensation for similarly qualified persons in functionally comparable positions at similar organizations.

3. **Contemporaneous documentation and recordkeeping.** There is contemporaneous documentation and recordkeeping with respect to the deliberations and decisions regarding the compensation agreement.