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| MSU-logo-2001. | REPORT*From the office of the…*Internal Governance Committee |
| TO: | Members of the Student Representative Assembly |
| FROM: | Michelle Brown – Associate Vice-President (Internal Governance) |
| SUBJECT: | SRA 20F Report |
| DATE: | Sept. 12th, 2020 |

**PROGRESS ON YEAR PLAN**

**Objective #1: Review 25 Policies**

* Bylaw 11/F – MSU Students of Distinction Award has been reviewed by the committee already and is in the process of consultations with relevant bodies before being drafted and submitted for approval.

**Objective #5: MSU Committees Overhaul**

* Policies regarding committees have been distributed to IG committee members.

**Objective #6: COVID-19 Policy Updates**

* Bylaw 11/F – MSU Students of Distinction Award has been reviewed by the committee and suggestions have been created to add flexibility as to allow for digital alternatives.

**PAST EVENTS, PROJECTS & ACTIVITIES**

**Committee:**

* Met four times throughout the summer
* Weekly meeting time has been finalized

**Objective #1: Review 25 Policies**

* Committee has already reviewed Bylaw 11/F, led by S. Singh.

**Overarching Vision #2: Policy Training**

* Committee has received training to introduce common inconsistencies and formatting errors that must be addressed.

**UPCOMING EVENTS, PROJECTS & ACTIVITIES**

**Committee:**

* Committee will meet weekly, but committee members are only required to attend one meeting every two weeks so that their workload is not overwhelming, but also to ensure that enough time is spent dedicated to reviewing each policy.
* Dates for the review of each policy will be finalized so each committee member will know their policy presentation date.

**Objective #1: Review 25 Policies**

* 12 policies are to be reviewed during the Fall semester. The date of each policy review is still being decided upon by committee members.
* 12 policies are to be reviewed during the Winter semester.

**Objective #4: Policy Writing and Reviewing Guide**

* Find current issues with policy reviews and standardize formatting to create more accessible and consistent documents.

**CURRENT CHALLENGES**

**Committee:**

* Time constraints due to other commitments create barriers to finding meeting times that work for everyone.
* Looking for a non-SRA MSU member to fill the seat in the committee.

**Objective #6: COVID-19 Policy Updates**

* The University has not updated students on the presence of an in-person winter semester and if so, what that would look like.
* Challenging to plan for situations that we don’t know yet.

**Objective #1: Review 25 Policies**

* There is no indication of how long the pandemic will last, how severe it will be, and how it will shape the future of the MSU and all of McMaster.

**Overarching Vision #1: Online Guide to MSU Policy**

* The MSU website is currently being redesigned so online destinations for all policy documents are unclear.

**VOLUNTEERS**

**Committee:**

* Committee members have diverse skill sets and experiences that have already benefitted the group.
* Members have volunteered to alternate taking meeting minutes to ensure transparency.

**Interests:**

* Many committee members are engaged and have demonstrated passion for various projects that they have taken on.

**SUCCESSES**

**Committee:**

* Started committee meetings early and frequently.
* Currently ahead of the policy review schedule.

Kind regards,



Michelle Brown

AVP Internal Governance

McMaster Students Union

avpinternal@msu.mcmaster.ca