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| MSU logo.jpg. | MEMO*From the office of the…*Associate Vice-PresidentInternal Governance |
| TO: | SRA Members and Committee Chairs |
| FROM: | Graeme Noble, Associate Vice-President  (Internal Governance) |
| SUBJECT: | Bylaw 13 – External Representation |
| DATE: | March 22, 2020 |

**Dear Members of the Assembly,**

Bylaw 13 – External Representation currently offers multiple redundancies relative to both Operating Policy – Delegate Selection and Operating Policy – OUSA. As well, its use of terminology often changes throughout the document to the misfortune and confusion of its readers. The following propositions attempt to simply and cut various parts of this document. All proposed changes have been listed below:

1.1: This statement is full of words that come across as legal jargon rather than actual content. 18 of 47 words have been kept to convey the same meaning.

1.2-1.3: These items have been amalgamated to improve the flow of information.

2.2.2 & 2.2.4: Grammar has been changed for clarity of intent.

2.3-2.3.3: This item has been divided to avoid redundancy and improve both flow and the consistency of formatting.

3.1-3.2: Terms have been adjusted for consistency within this policy and those found in Operating Policy – Delegate Selection.

3.2-3.2.2: Words have been changed to avoid format inconsistencies within and across documents. As well, grammar has been changed slightly to include the appropriate tense.

3.3-3.8: This policy now refers to Operating Policy – Delegate Selection for further information on delegate selection.

If you have any questions or concerns, please do not hesitate to reach out to me via email prior to the meeting.

Kind regards,

Graeme

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