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| MSU logo.jpg. | MEMO*From the office of the…*SRA Arts & Science and Vice-President Administration |
| TO: | SRA Members and Committee Chairs |
| FROM: | Adeola Egbeyemi, SRA ArtSci; Graeme Noble, VP Admin |
| SUBJECT: | Bylaw 3 – SRA |
| DATE: | Jan 28th, 2021 |

**Dear Members of the Assembly,**

The following changes are proposed to clarify and update the SRA to more accurately reflect current practices.

The most notable is the change in 4.2.7, guiding that all year-plan will now be delayed to be submitted by the first meeting in August and to the MSU President.

The reason behind the edits is due to the disadvantages of the current year plan processes. They are currently due at an unspecified date and are asked for in July by convention. It would be difficult for a new SRA member to understand the full workings of the SRA by then, and thus, best represent all the needs of the faculty for the coming year. Pushing the year plan date later allows more establishing of a rep in the role (knowing more resources, people, feasibility, etc.).

The motivation for submitting year plans to the MSU President was that it seemed to be a better fit. VP Admin is concerned with more internal processes, while the Pres is more broadly connected, with a host of connections and knowledge which may serve SRA members really well in executing their plans.

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| Section | Current | Proposed | Explanation |
| Title, 1.1 | Very bare purpose | Addition of 1.1.2.1-1.1.2.4 to give examples of SRA responsibilities  Addition of 1.1.1 as a clear mandate of what the SRA does | A little more guidance to the role of the SRA is important |
| 3.3.1, 3.1.2, 3.1.6, 3.1.7, 10.1.2, | Not capitalized | Capitalized | This is more correct grammar |
| 4.2.7, 8.2.4 | Year plan | “Year-plan” | Grammar |
| 3.1.1-3.1.4 | Each its own point on MSU Bylaws, operating policies and policy statements | Amalgamate together in 3.1.2 and 3.1.3 |  |
| 3.1.1 | N/A | Addition of “Advocacy Policies” | Keeping SRA policy up-to-date with other policies they must enforce and uphold |
| 3.1.2 | “Create, alter, or repeal” | “Adopt, amend, suspend, or rescind” | To give more specificity to what SRA does |
| 3.1.2 | N/A | Addition of the same policies as 3.1.1 | Consistency |
| 3.1.2, 4.2.1, 10.1.5 | N/A | Addition of specific Bylaw to refer to | Specificity |
| 3.1.6 | “McMaster Students Union Incorporated” | Changed to “MSU Inc” | Consistency of formatting |
| 3.1.6, 3.1.7 | N/A | Add some full-stops, commas, and apostrophe’s | Grammar |
| 4.1.2 | N/A | “Of the following year” | A few words just for a little clarity |
| 4.1.3 | N/A | 2 Comma’s added | Grammar |
| 4.2.1 | “Maintain the dignity of the Assembly with respect to the MSU Constitution, bylaws and policies” | Consistency to the policies refer to in 3.1 and the addition of a specific referral to an external policy | Consistency and clarity |
| 4.2.2 | N/A | “a” “any SRA meeting” | Brevity and clarity |
| 4.2.6 | N/A | Removal of a plural “terms” | Grammar |
| 4.2.7 | “to be submitted to the Vice-President (Administration) by the caucus leader; | Moved to Section 8 | More appropriate since only the caucus leader does so |
| 5.1, 5.1.2 | “make use of” “members not on the SRA” | “utilize” “non-SRA members” | Brevity |
| 7 | Sra | SRA | Grammar for an abbreviation |
| 7.2 | N/A | Addition of 2 commas | Grammar |
| 8.2.4 | N/A | Adding the responsibility for them to submit caucus year plans to the MSU President (not VP Admin) and a deadline of August SRA meeting 1 | Please see the beginning of the memo |
| 9 | “and” | “&” |  |
| 10.1.4, 10.1.5 | N/A | “as outlined in…” | Give help to where more information is |
| 10.1.8.1 | N/A | “GSA” | Consistency in giving all abbreviations |
| 10.1.8.6 | “McMaster Indigenous Student Community Alliance;” | Removed | We emailed MISCA and they notified us that they are in the process of phasing out. They did not give indication that any new Indigenous group was phasing in. |

I’d like to give a special thank you to the AVP IG, Michelle, Victoria and Daniela for their suggestions, thoughts and guidance. If you have any questions or concerns, please do not hesitate to reach out prior to the meeting.

Cheers,

Adeola Egbeyemi

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