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| MSU logo.jpg. | MEMO*From the office of the…*Associate Vice-President Internal Governance |
| TO: | SRA Members and Committee Chairs |
| FROM: | Michelle Brown, Associate Vice-President (Internal Governance) |
| SUBJECT: | Operating Policy – Vice-President and Speaker Elections |
| DATE: | March 21st 2021, SRA 20O |

**Dear Members of the Assembly,**

This memo outlines the proposed changes to Operating Policy – Vice-Presidential and Speaker Elections to updated to the most effective and applicable practices available.

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| Section | Current  | Proposed | Explanation  |
| Throughout | Inconsistent formatting, grammar and punctuation | Consistent and standardized formatting, grammar and punctuation | Standardizing formatting throughout MSU documents creates more clear, transparent, and accessible documentation. |
| 2.2.1 | N/A | “In extenuating circumstances, the nomination period may be extended.” | During years like this past year with COVID-19, significant changes prevented VPs and Speaker nominations to close during the predicted timeframe. Unforeseeable extenuating circumstances can come about, and these may require nominations to be extended. |
| 3.1.1 | Fifteen (15) minute VP Presentations | Ten (10) minute VP Presentations | Elections SRA meetings are very long, and members can lose engagement quickly. Keeping a brief presentation means people may retain more of what is said. Also, it has become somewhat of a standard that VP candidates meet with incoming SRA members to talk about their platform beforehand, so 10 minutes should be an appropriate time limit to summarize their platform. |
| 3.1.2 | Specified and inflexible | Allows for more flexibility for booth questions. | Booth questions don’t work in certain circumstances and there isn’t a very clear definition or procedures. These have been clarified. |
| 3.1.4 | 20 mins individual question period | 15 minimum  | Lesser minimum but the speakers list can be motioned to be exhausted so that any questions can be asked but the question period isn’t necessary  |

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

Kind regards,

Michelle Brown

avpinternal@msu.mcmaster.ca