



# REPORT

From the office of the...

## Internal Governance Committee

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TO: Members of the Student Representative Assembly  
FROM: Armin Sariaslani – Associate Vice-President (Internal Governance)  
SUBJECT: SRA 21G- AVP IG report  
DATE: September 6, 2021

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### PROGRESS

#### Consulting Students' Society of McGill Regarding our Governments' Structure

- The president of the MSU and I met with the Policy and Advocacy Coordinator and the President of the Student Society of McGill regarding the structure of the MSU.
- The purpose of this meeting was to consult them while they are in the process of reorganizing and reevaluating their organizations' structure.
- Fortunately, we were able to establish a good relationship with them and they have offered to assist us in our future projects such as the creating of a sustainable purchasing operating policy as they already have a similar policy established.

#### Forming the IG committee

- Unfortunately, the formation of the committee was slightly delayed due to several technical challenges. The emails that were getting circulated by me to the members of the committee were going to their junk email. Additionally, several team members were not able to access the committee's team on MS teams. Fortunately, with the help of the IT department of the MSU, these challenges were mostly resolved. Since August the committee has started its regular meetings.
- The functions of the committee and the expectations from the members were modified by me according to consultation with my predecessor.
- Previously each member of the committee was responsible for 2 policy reviews per term.
- This reduced the level of engagement by others in weeks that they were not responsible for a policy review. To overcome this issue the following new instructions will be governing the functions of the committee:
  - Each member will sign up for 2 policies per term. They will not be responsible for the policy review. They will need to present the topic of the policy that the committee will be reviewing to the other members in a very short informal presentation that should not take more than a few minutes.

- The committee will then go over the policy line by line and will decide if any changes are needed to be made to the sentence structure and/or the substance of the policy.
- This format was tested in the month of August for the ‘Space Allocation & Audit Committee’ operating policy. This format was extremely successful as I noticed a very high level of engagement from all members of the committee.
- Furthermore, it should be noted that SRA members are volunteering several hours of their time every week to serve the students and if their workload can be reduced in a reasonable manner it should be viewed as a positive thing. Not requiring the members to conduct two full policy reviews per semester will achieve this.

### **Selecting the list of the policies to review in the committee**

- A suggested list of policies for review was created by my predecessor and the previous VP admin for the next 3 years of the committee. This list was created after months of careful analysis of the dates in which certain policies were last reviewed.
- This list consists of 15 policies for the year 2021-22 and the average time since these policies were last reviewed is 8 years.
- The list was shared with Daniela Stajcer and Victoria Scott to gain their feedback.
- I advised that the list seems strong and that I should start with the policies that have not been reviewed in a long time.

### **IG Committee’s accomplishments during the summer**

- The members of the committee were trained on the structure of the committee and what policy review entails.
- The committee completed the review of the ‘Space Allocation & Audit Committee’ operation policy which will be brought to the floor of the SRA during the SRA-H meeting.
- The meetings of the committee during the regular school year have been delayed by a week since the members have requested a week until they finalized their class schedule so we can find a perfect time to meet weekly. The ‘Room Booking’ OP is the next policy that will be reviewed.

### **IG Committee’s long-term goals**

- The target of the committee is to finish reviewing all 15 policies (14 remaining) by the end of the school year. We are well on our way to do so.

## **OTHER PROJECTS**

### **Creation of a Sustainable Purchasing Operating Policy**

- The president of MSU has expressed his interest in a Sustainable Purchasing operating policy. This seems like a great idea and a priority for the students.
- A meeting has been set up with Della-Vedova to discuss his vision for the policy.

- Further consultations will be conducted with all parties influenced by this policy within the MSU and other student unions with similar policies already established.

### **Creation of a paid transition period for AVPs**

- Since there is a minimal amount of formal training that is available and tailored to each AVP, we rely on the previous AVP to provide us with the required trainings. A paid 1-2 weeks transition period can allow the AVPs to be compensated for the training they provide to the new AVP.
- No consultations for this idea have been conducted yet.

### **CURRENT CHALLENGES**

- The main challenges were the technical challenges that the formation of the committee was faced with. With the help of the IT team of the MSU, those challenges are behind us.

### **VOLUNTEERS**

- The members of the committee have been incredible so far. Their level of engagement with the committee's work has been a pleasant surprise.
- There is one empty spot in the committee that needs to be filled with an SRA member.

Sincerely,

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