



MEMO

From the office of the...

Associate Vice-President

Internal Governance

TO: SRA Assembly Members

FROM: Piper Plavins - Associate Vice-President: Internal Governance

SUBJECT: OP: Education and Advocacy Department

DATE: SRA 23Q – March 24, 2024

Dear Members of the Assembly,

The following changes are proposed to clarify and update the *Education and Advocacy Department* Operating Policy to more accurately reflect current practices.

Section	Current	Proposed	Explanation
2.1.1-2.1.3	The, here, addressing	Change “the” to “of”, remove “here”, add in “University”, change “addressing” to “presenting”, add “and/or”	Grammar and clarity
3.1.3.1-2	N/A	Add in “for”, “and/or”	Grammar
3.1.4.2	“Shall”	Remove “shall”, add in “and/or”	Grammar
3.1.4.3	“In conjunction with Vice-President (Education) and	“Promote all municipal elections as outlined in Operating Policy (...) in	Edited for clarity and to reflect the appropriate title of Advocacy

	Advocacy Project Assistant shall promote all municipal elections as outlined in Operating Policy (...)"	conjunction with the Vice-President (Education) and Advocacy Outreach & Logistics Coordinator"	Outreach and Logistics Coordinator
3.1.5.2	"Shall"	Remove "shall", add in "and/or" and "on related matters"	Grammar
3.1.5.3	Promote the work of OUSA to the McMaster Community	Add in "Ontario Undergraduate Student Alliance" "and other organizations"	Write what OUSA means. And all work that is done on behalf of the AVP PFA should be communicated to the McMaster community
3.1.5.4	"In conjunction with the Project and Campaign Coordinator; shall coordinate OUSA campus activities"	Coordinate OUSA campus activities in conjunction with the Advocacy Outreach & Logistics Coordinator	Changed to reflect the current title of the position and for clarity
3.1.5.5.	(...) Project and Campaign Coordinator shall promote all provincial and federal elections as outlined in Operating Policy (...)	Promote all provincial and federal elections as outlined in Operating Policy (...) and Advocacy Outreach & Logistics Coordinator	Changed to reflect the current title of the position and for clarity
3.1.6.5	In collaboration with the Marketing and Communications Director, promote all MSU advocacy efforts	(...) Director of Marketing & Communications (...) through appropriate communication channels"	Clarity on where advocacy efforts will be displayed and communicated to the McMaster public and reflecting the proper title of the Director of Marketing and Communications

3.1.7.1.	N/A	3.1.7.5. has been removed and brought up	The removal of 3.1.7.5 to be brought up to the beginning of 3.1.7 was for consistency amongst the format and information of other section within the OP
3.1.8.1.2-4	From, community	Change “from” to “of”, add in MSU, change “community” to “communities”	Grammar
4.1.1	Be hired as needed by the Project and Campaign Coordinator	Be hired as needed and managed by the Project and Campaign Coordinator	Combined with 1.1.3. for conciseness and clarity
4.1.3.	Be managed by the Project and Campaign Coordinator	Remove	Combined for clarity with section 1.1.1.
4.1.4.	Have volunteer executives that assist in the coordination of logistics and promotion of the Advocacy Ambassador Team	Remove	Volunteers are not needed; a proper amount of Advocacy Ambassadors should be hired to fulfill the duties that are laid out
5.2	The Education & Advocacy Department shall ensure that no more than six (6) General Policies and at minimum 2 (2) General Policies are presented to the SRA for approval each academic year;	Change to: “The Education & Advocacy Department shall ensure that a minimum of two (2) and maximum of six (6) General Policies are presented to the SRA for approval each academic year.”	Changed to be less wordy and more concise. Information remains the same.
5.2.2.	(...) any policies written policies shall be presented (...)	(...) any policies written shall be presented (...)	Removed double word as it made no sense grammatically.

5.2.1.3	“for”	Change to “on”	Grammar and clarity
5.2.2	(...) the SRA shall receive notice the policy topics by August 1.	(..) the SRA shall receive notice of the policy topics no later than July 31.	Grammar, and indicating that the SRA can bring forward the policy to the July meeting.
5.2.3	(...) the SRA shall receive notice the policy topics by November 1.	(..) the SRA shall receive notice of the policy topics no later than October 31.	Grammar, and indicating that the SRA can bring forward the policy to the October meeting.
5.5.1	Project and Campaign Coordinator	Change to “Advocacy Outreach & Logistics Coordinator”	Refer to change in section 3.1.1.3
5.5.1.1.	N/A	The Advocacy Outreach & Logistics Coordinator shall provide promotion specifically for SRA members, to encourage participation in the conference.	Targeting SRA members may allow for a bigger turnout, which would allow for better understanding of the student body and policies presented during SRA meetings.

If you have any questions or concerns, please contact me via email before the meeting.

Kind regards,

Piper Plavins
avpinternal@msu.mcmaster.ca