



Memo

From the office of the...

SRA Bylaws & Procedures Commissioner

TO: Members of the Student Representative Assembly
FROM: David Lee; Bylaws and Procedures Commissioner
SUBJECT: Internal Governance Commissioner
DATE: March 2, 2017

Dear Members of the Student Representative Assembly,

Today I am presenting you the changes to Bylaw 3/B – Standing Committees. The Bylaws & Procedures and Operations committees are proposing the merging of both committees and commissioner roles into a combined committee and position titled, “Internal Governance Committee” and “Internal Governance Commissioner.” This role carries over key responsibilities of both commissioner positions. This individual will be responsible for chairing a committee that oversees our organization’s governing documents (i.e. bylaws and operating policies) and the associated responsibilities. As indicated in the attached bylaw, Preethi and I have essentially combined the description of our roles.

Why?

Throughout our term as commissioners, Preethi and I felt that our roles had very similar duties and responsibilities. The true distinction between our roles lies in the type of policy we monitor. Nonetheless, we believe that both operating policies and bylaws govern the procedures of our organization as shown by our overlapping responsibilities. For example, removing the Finance Committee’s responsibility of conducting wage reviews required both an operating policy and bylaw change. However, the challenge is often in communication and coordination between both commissioners to ensure there is no conflict in the governing documents when a change is made. A recent example is when Inna and Preethi had to resolve a conflict between Bylaw 3/A and the Operating Policy on VP, Speaker and Commissioner Elections. A miscommunication between our predecessors had created two conflicting documents that mandated how the elections operated. Combining both roles is a safeguard we’d like to implement to ensure these mistakes don’t occur again and also create a more efficient process in making important changes.

Would this increase workload?

We believe that new position will have responsibilities that are manageable and up to par with the other commissioner roles. Often the Bylaws committee is tasked with reviewing and Operations committee takes on miscellaneous projects that don’t otherwise fit in other committees. We’ve consulted with Miranda Clayton (Operations Commissioner 15/16) and Carter McInnis (B&P Commissioner 15/16), who also feel as

though the work can be manageable mainly because it's dependent on the priorities of the incoming commissioner.

What would the wage look like?

With the new wage review process, the Wage Review committee will adjust the hours for this new position accordingly.

What are the safeguards?

The position will remain under the advisement and supervision of the Vice-President Administration. Any big changes proposed will require appropriate consultations, especially from the VP Admin. In addition, the process of attaining an editable copy of a Bylaw or Operating Policy will be to request it from Jess Bauman (Operations Coordinator) or Victoria Scott (Administrative Services Coordinator) with a brief statement of reason so that they may provide some direction or perspective, if needed.

After our consultations with the VP Administration, MSU Operations Coordinator, Jess Bauman, the previous Bylaws and Procedures Commissioner, and previous Operations Commissioner, we are excited to implement this change within our organization.

If you have any further questions, feel free to ask.

Best,

David Lee
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