



2018-2019 Amendment Process

At a glance

KEY ROLES

SRAC Voting Membership – Voting members include only those faculty appointed through SACUA, two representatives appointed by CSG, and two representatives appointed by RSG.

EX-Officio – The Vice President for Student Life and Associate Vice President for Student Life may attend in a non-voting capacity.

Consultation – The OSCR Director, Associate Director (or designee) may attend in a non-voting consultation capacity.

Legal Consultation – The Associate General Counsel may attend in a non-voting consultation capacity at the request of the SRAC Chair.

PROCESS PROCEDURES

Method of Review – The SRAC Chair may determine the most appropriate method of proposal review.

Agenda Creation – The SRAC Chair may choose to establish a consent agenda to prioritize proposals or aspects of proposals that require the most discussion.

Decision-Making – Voting on amendments by the SRAC takes place upon determination by the SRAC Chair that discussion on the amendment(s) has concluded and a quorum of SRAC Members are present. The SRAC Chair shall determine the method of voting. Only SRAC Members present are eligible to vote. The SRAC Chair reserves the right to call an additional vote in circumstances where new information becomes available that is determined by the Chair to warrant additional consideration of an amendment.

STAGES

STAGE 1:
Creation and presentation of amendment proposal

STAGE 2:
Discussion and refinement of amendment proposal

STAGE 3:
Submission and deliberation on amendment proposal.

STAGE 4:
SRAC voting and submission of recommendation(s) to VPSL

STAGE 5:
VPSL review and OGC legal review of recommended amendments followed by submission for Presidential review.

STAGE 6:
Presidential determination on adoption of amendments and communication with SRAC.

STAGE 7:
Community communication on adopted and considered amendments sent out by OSCR.

TENTATIVE TIMELINE

May - August 2018
Amendment proposals are able to be submitted to OSCR

September & October 2018 – Proposals are refined for final submission.

November & December 2018 – Proposal is submitted. SRAC begins formal review. SRAC Chair determines timeline for a vote.

January & February 2019 – SRAC votes on amendment and submits recommendation(s) to the VPSL by **February 4, 2019**

February 2019 – VPSL review and OGC legal review of amendment(s). Both reviews provide recommendations to the President by **February 18, 2019**.

February/March 2019 – University President reviews recommendations, make determinations with rationale, communicates back to SRAC Chair.

April 2019
OSCR communicates changes to the Statement to the campus community by **April 17** (end of classes). Communication again goes out in orientation and in the first weeks of the Fall 2019 term.