2018-2019 Amendment Process: At a glance

**KEY ROLES**

**SRAC Voting Membership** – Voting members include only those faculty appointed through SACUA and four representatives appointed by CSG (two undergraduate and two graduate)

**EX-Officio** – The Vice President for Student Life and Senior 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.

**STAGES**

**STAGE 1:** Creation of Proposals of amendment proposal

**STAGE 2:** Presentation, Discussion and Refinement of amendment proposal

**STAGE 3:** Submission and deliberation on amendment proposal.

**STAGE 4:** SRAC voting and submission of recommendation 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.

**TIMELINE**

**January – October** – solicit and refine proposals

**October 26** – Proposal drafts due to OSCR

**November 9** – submission and presentation to SRAC begins. SRAC votes on proposals (As appropriate)

**December 14** – SRAC continues deliberation on proposed amendments. SRAC votes on proposals (as appropriate)

**January 25** – SRAC votes on remaining amendments and submits recommendations to the VPSL by February 1, 2019


**February/March 2018** – Presidential review, determinations with rationale, communicates back to SRAC Chair.

**February 2018** – OSCR Communicates with the campus community regarding changes to the Statement by April 17 (end of classes). Communication again goes out in orientation and in the first weeks of the Fall 2019 term.

**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.