

# ***APPENDIX 02 – AMENDMENT SUMMARY***

# Definitions

- Revising the definition of Ex-Officio to include the possibility of them being voting members of the Board.
  - There are no ex-officio members that have voting rights at this time.

# Bylaw 3 – Membership

- **Eliminated 3.5 - Membership Fees to include them as part of 3.4 - Member Responsibilities.**
  - **No change to wording or context of either section.**

# Bylaw 4 – General Meetings

- **Modifying the requirements for students to participate in a General Meeting.**
  - **Removes mention of “proof of enrolment” and simply uses a current timetable as proof.**
- **Clearly indicated the procedure for a conflict of interest for the Chair of the General Meeting.**
  - **The Vice-Chair will take over for the affected items.**
- **Expanded on the requirement for a Land Acknowledgment by outlining required items for the agenda.**
  - **This can be amended by members or the board to include anything additional they think should be necessary.**

# Bylaw 5 – Board of Directors

- Clarified some information with the composition of the board.
  - Removed the VPs from the board, no other actual changes.
- Redefined the age limit for director eligibility.
  - Now required to be 18 at the start of their term instead of when they submit their nomination package.
  - This expands the window for people born in March and April to be eligible.
- Removal of 5.4 - Duties of Directors since this should not be a Bylaw.
  - Should be included in the policies, which it more or less already is.
- 5.4 - Term of Office changes clarify that we will not be holding byelections and will instead hire for vacant positions.
  - This has worked very well this year, byelections went very poorly.
- 5.5 - Resignations and Vacancies expands on the hiring process, as approved by the previous board.
  - Only new change is extending the hiring deadline to October 31<sup>st</sup> instead of October 1<sup>st</sup>.
- Honorarium has seen a significant change to current process.
  - Current process did not work as well as intended and resulted in a more complex situation.
  - New framework is much simpler and open to less interpretation.
  - Honorarium being increased to up to \$4800 per year, from \$2400 per year.
  - Pro-rating will now be calculated based off board meetings, office hours, and committee meetings.
  - Large red section is removing the old framework.
- Rules for Chair and Vice-Chair are being reverted and clarified.
  - Eliminating the president as the chairperson, it worked well, but ultimately removed some autonomy from the board.
  - Other changes are to account for missing a board meeting in May due to unforeseen circumstances, and adding a process for conflict of interest with the Chair.
- Removed 5.8 - Training and Integration because it should not be a Bylaw.
  - Will be integrated into the Board Policies, which is somewhat already is.
- 5.8 - Meetings of the Board has had some minor changes, and one significant change.

- Most minor changes are simply clarifying sections and do not change context or intent.
- Major change is solidifying board meeting schedules to be 5pm on the First and Third (1<sup>st</sup> & 3<sup>rd</sup>) Monday of each month. Keeps a schedule of twice per month and ensures that meetings will happen consistently and at reasonable times.
- Expanded section to clarify how an agenda for each meeting should be created and distributed.
- Eliminated any discussion surrounding virtual attendance since this has become more normalized and there are no legal requirements to not have some attending virtually.
- 5.9 - Continuity simplifies the language to make it easier to understand.
  - No changes to context.
- 5.10 - Confidentiality adds a new section to outline the rules surrounding an in-camera session.
  - One important change is that we are required to *only* have Directors present for in-camera sessions and all others are at the discretion of the board. This is now shown in our bylaws.

# Bylaw 6 – Executive Officers

- **6.1 - Officers simply changes the job title to the new versions.**
  - **Managing Director instead of General Manager, and Governance Coordinator instead of Executive Coordinator.**
- **6.2 and 6.3 have all been removed.**
  - **These should absolutely not be Bylaws since they control what the leads of the organization are allowed to do.**
  - **They are to be moved into the new Executive Limitations Policies. They will remain in effect until the policy has been finalized by the Board.**
- **6.4 to 6.6 have all been removed.**
  - **These should not be Bylaws since they do not govern our organization at all.**
  - **The will be moved into the new Governance Policies which outlines the rules for Directors, the Chairperson, and the Secretary. The rules will still remain in effect until the policy has been finalized by the Board.**
- **6.2 - Appointment of Officers is significantly reduced, but the context remains the same.**
  - **Simplifying all language in here to indicate that all standard procedures will handle the positions of the officers. We should not have any of these policies be open for change by membership.**
- **6.3 - Removal of Officers has some minor changes.**
  - **Some minor changes for clarity with the Board Secretary.**
  - **Replacing the fixed number of signatures to remove the President with a percentage base. This effectively changes the requirement from 150 to about 240 at this time. Almost all other participatory requirements are percentage based, except the quorum of General Meetings.**
  - **Removed the ability of the board to remove the Managing Director since they do not manage the position. This could have caused some major organizational challenges.**
- **Changes to 6.4 are simply eliminating the removed dependencies from 6.2 since they are no longer relevant.**
  - **All other context and intent remain the same.**

# Bylaw 7 – Committees

- This entire Bylaw has been removed.
  - It had no place in the bylaws and is entirely a policy.
  - They will be integrated into the Board Policies since they are strictly procedural to the board. They will remain in effect until the policy has been finalized.



# Bylaw 8 – Finances

- The context and intent of this section has largely remained the same and most changes are for clarity or procedural.
- **7.2 - Budget has already been approved by the previous Board but dates were slightly changed.**
  - Moved the deadline for review from August 31<sup>st</sup> to October 31<sup>st</sup> since it is the halfway mark of the fiscal year.
  - Also eliminated the specifics of the committee that was overseeing the auditor selection process since it may go directly to the board instead. Gave the option of presenting to a relevant committee.
- **7.7 - Collections and Use of Monies has removed the dependency of a Bylaw section and now simply points to the Executive Limitations Policy.**
  - Otherwise, only clarification changes.

# **Bylaw 9 – Elections & Referenda**

- **Removed all of Section 9.1 since it was completely irrelevant to the Bylaw.**
- **9.2 to 9.6 are all clarification changes, with some sections having redundant language removed.**
- **Removed Section 9.7 since it is covered elsewhere in the Bylaw and was redundant.**

# Bylaw 11 –Amendments and Revisions

- Some minor changes throughout to shift a job title from General Manager to Managing Director.
- Section 11.2 has had two parts removed since they dealt with policy.
  - Policies should not be influenced by membership since they are over overseen by the Board and SSU leadership.
- Section 11.4 has simplified the internal process to amend policies since we have a number of policies that our staff oversee.
  - Removing the exact names and staff job titles from the Bylaws makes managing amendments much easier and will result in fewer Bylaws changes.
- Rewrote Section 11.5 to differentiate the review process for Bylaws and Policies.
  - Bylaws will be reviewed as needed since they realistically should not be updated yearly. Should only be updated to account for new organizational procedures, or requirements from the membership.
  - Policies are reviewed much more frequently, but by internal staff and not be membership.
  - Added a section to require review of both Bylaws and Policies when a strategic plan is being finalized. This should be once every 4 or 5 years and will help ensure our rules are in line with our priorities and goals.