



SFSS Policy Manual

Simon Fraser Student Society

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student society



POLICY MANUAL

<i>POLICY TYPE: POLICY MANUAL</i>		
<i>POLICY TITLE: ESTABLISHMENT AND REVISION OF SOCIETY POLICIES</i>		
<i>POLICY REFERENCE NUMBER: PM-1</i>		
Adopted: April 23, 2021 Next Scheduled Revision: April 2022 Previous Revisions		
Position	Signature	Date
President		

Society Policies

1.1 Council has exclusive authority of the regulation of the Society as it relates to supervising and managing the internal affairs of the Society between meetings of the membership, including the establishment of Council Policies, Issues Policies, Administrative Policies and any other such policy enacted by Council.

- 1.2. A motion to establish or amend any policy of the Society shall follow this process:
- (a) brought to the Governance Committee, or another applicable Council Committee, for review,
 - (b) relevant staff and departments shall be consulted during this review,
 - (c) once approved by the applicable Committee, it shall be brought to Council
 - (d) before Council approves the policy, the policy shall be given two (2) weeks notice of motion, including being:
 - i. posted on the SFSS website, and
 - ii. circulated to the Council email list.

- 1.3 A policy shall only be adopted or amended by a:
- (e) 2/3rds majority vote of the members present and voting at a quorate meeting of Council where that policy is a rule,
 - (f) simple majority vote of the members present and voting at a quorate meeting of Council where that policy is a standing order, administrative policy, issues policy, or any other policy of the Society.

1.4 Notwithstanding section 1.3, this Policy Manual shall only be amended by a 2/3rds majority vote of the members present and voting at a quorate meeting of Council.

1.5 Suspension of a policy shall be for a definite time period and purpose, to be specified in the motion to suspend, and shall require a 2/3^{rds} majority vote of the members present and voting at a quorate meeting of Council.

(g) Any suspension of this Policy Manual or any of its parts shall not suspend or impact any other Rule or Standing Order adopted by Council.

1.6 All amendments to any Rules or Standing Orders shall be recorded within that Rule or Standing Order. All amendments, and additions to other policies of the Society that are not Rules or Standing Orders shall be recorded in accordance with the method highlighted in that specific policy of the society.

1.7 This rule applies to all policies of the society under the authority of Council.