



Notice of Motion Regarding the Replacement of the Finance and Operations By-Law Book with the Internal Regulations of the Finance and Operations Portfolio

WHEREAS, the SSMU has undertaken a multi-year Governance Document revision process in order to ensure that its governance structures and processes are stable and lawful;

WHEREAS, the changes made to the Finance and Operations By-Law Book, annexed hereto as "Appendix A – Internal Regulations of the Finance and Operations Portfolio" involved either:

- (a) the removal of clauses not relevant to the Internal Regulations (e.g. job description of the Comptroller, procedures for reconciling student fees, paying suppliers, cash advances, reception of goods, returning goods, payroll, stipends, purchase orders);
- (b) clarifications recommended by the auditors, VP (Finance & Operations) and accounting staff;
- (c) changes to formatting and content, in order to comply with the style of the Internal Regulations;
- (d) changes to regulations that were dated and no longer practical or possible to enforce;
- (e) other changes recommended by the VP (Finance & Operations) and the Internal Regulation Review Commissioners;

WHEREAS, the former By-Law book is appended as Appendix A for a frame of reference, with highlights denoting a non-exhaustive list of removed clauses;

WHEREAS, substantive changes are highlighted in yellow with comments on the changes in Appendix B;

BE IT RESOLVED, THAT the SSMU Legislative Council approve the Internal Regulations of the Finance and Operations Portfolio, annexed hereto as Appendix C.

Moved by:

Zacheriah Houston, Vice-President (Finance and Operations)

Francois-Paul Truc, Clubs Representative

Dewy Tripp, Clubs Representative

Rayyan Pervez, Management Representative