

Regulation 100.01: Legislative Process

01. Legislative Process for Bylaws

1. First Reading of Bylaws:
 - a. The motion is placed on the Order Paper;
 - b. The motion is presented in the following format:
 - i. The principle and/or objectives are listed, and
 - ii. Specific wording of legislation is not permitted;
 - c. Debate is limited to general principles and objectives; and
 - d. If approved, the motion is referred to the Bylaw Committee.
2. Committee Stage for Bylaws:
 - a. The Bylaw Committee identifies the relevant legislation that requires amendment and/or drafts new legislation on the basis of the principles passed in first reading.
 - b. The Bylaw Committee shall not recommend to Students' Council draft legislation that is outside the scope of the principles approved in first reading.
 - c. As part of its report, the Bylaw Committee may recommend that Students' Council reconsider the motion and request that bill "be amended and resubmitted for First Reading," if there are principles relevant to the bill that were not considered on first reading that:
 - i. If omitted, would defeat or impair the purpose of the bill, and/or
 - ii. shall detrimentally impact the Students' Union.
3. Second Reading of Bylaws:
 - a. The motion shall be presented in the following format:
 - i. The entire bylaw(s) shall be presented (may be waived by the Speaker),
 - ii. Deletions to the existing bylaw(s) shall be shown by using a strikethrough font,
 - iii. Additions to the existing bylaw(s) shall be shown by using an underline font and red colouration, and
 - iv. A recommendation, if made by the Committee, to reconsider the motion that "be amended and resubmitted for First Reading" with the principles considered to make the reconsideration necessary;
 - b. Debate is confined to the technical merits of whether the Bylaw Committee properly interpreted the principles passed in first reading, except when debating a recommendation to reconsider the motion that "be amended and resubmitted for First Reading," where debate shall be limited to the suggested principles put forward by the Bylaw Committee to support a return to first reading and the propriety of adopting such a motion.
 - c. Typographical or grammatical errors shall also be considered.
4. Coming Into Force: Unless otherwise specified, the new or revised bylaw shall take effect upon adjournment of the meeting at which it was approved in Second Reading.

02. Legislative Process for Regulations

1. Creation or Amendment of Regulations:
 - a. Creation and Amendment of Regulations shall be done via a single motion at one meeting of Students' Council.
 - b. The motion is placed on the Order Paper;
 - c. The motion is presented in the following format:
 - i. The principle and/or objectives of the new or amended regulation are listed, and
 - ii. The specific wording of the Regulation is provided. In the case of the Amendment of an existing Regulation, the Amendment shall be formatted such that deletions to the existing Regulation shall be shown by using a strikethrough font and additions to the existing Regulation shall be shown by using an underlined red font.
 - d. The new or amended Regulation shall take effect upon adjournment of the meeting in which it was approved.

2. Suspension of a Regulation
 - a. Any Regulation may be suspended temporarily by a motion of Students' Council.
 - b. Suspension of any regulation requires a two-thirds majority vote of Students' Council.
 - c. A motion to suspend a Regulation must:
 - i. Include a limitation to the suspension, either temporal or circumstantial;
 - ii. Provide the reason for the suspension of the Regulation; and
 - iii. Neither contradict the Bylaws of the Students' Union nor cause harm to the Students' Union.

03. Legislative Process for Political Policies

1. First Reading of Political Policy: The procedural requirements for passage of Political Policy on first reading are the same as those for the passage of Bylaw on first reading, except that the Political Policy shall then be referred to the Policy Committee.
2. Committee Stage for Political Policy
 - a. The Policy Committee selects and assigns a principal author to draft a new policy on the basis of the principles passed in first reading, with the assistance of the Department of Research and Political Affairs; and
 - b. The Committee shall not recommend to Students' Council draft legislation that is outside the scope of the principles approved in first reading.
3. Second Reading of Political Policy
 - a. The motion shall be presented in the following format:
 - i. The entire Political Policy shall be shown,
 - ii. Deletions to existing Political Policy shall be indicated using a strike-through, and
 - iii. Additions to existing Political Policy shall be indicated using underlined red font.
 - b. Debate is confined to the technical merits of whether the Policy Committee properly interpreted the principles passed in first reading.
 - c. Typographical or grammatical errors shall also be considered.
4. Upon expiration, a Political Policy shall be reviewed by the Policy Committee and can be forwarded to Students' Council as a recommendation to renew.

04. Legislative Process for Budget

1. The Vice President (Operations & Finance) shall submit or cause to be submitted a proposed set of Budget Principles to the Finance Committee no later than January 15.
2. The Finance Committee shall recommend a set of Budget Principles to Students' Council no later than February 15.
3. Students' Council shall approve a set of Budget Principles no later than March 15.
4. The Executive Committee shall submit a final Operating and Capital Budget, reflecting the set of Budget Principles approved by Students' Council, to the Finance Committee no later than March 31.
5. The Finance Committee shall recommend a final Operating and Capital Budget to Students' Council.
6. Second Reading of Budget in Council
 - a. Students' Council shall approve a final Operating and Capital Budget;
 - b. The Budget shall be presented in a three-part document consisting of:
 - i. The Budget Principles passed on first reading,
 - ii. An estimated numerical breakdown of the budget, and
 - iii. Additional written instruction providing further direction on how money within budget categories is to be spent.
 - c. Debate is confined to the technical merits of whether the Finance Committee properly interpreted the principles passed in first reading.
 - d. Typographical or grammatical errors shall also be considered.

05. Legislative Process for Standing Orders

1. Creation or Amendment of a Standing Order:

- a. The proposed change to standing orders is added to the Council Administration Committee agenda.
 - b. The motion is presented in the following format:
 - i. The principle and/or objectives of the new or amended standing order is listed, and
 - ii. The specific wording of the standing order is provided. In the case of the Amendment of an existing standing order, the Amendment shall be formatted such that deletions to the existing Regulation shall be shown by using a strikethrough font and additions to the existing Regulation shall be shown by using an underlined red font.
 - c. The Council Administration Committee can choose whether or not to recommend the proposed change to Council.
 - d. Should the change be recommended, it is added to the next Order Paper of Council.
 - e. Upon passing by Council, the new/amended Standing Order takes effect immediately.
2. Suspension of Standing Orders
 - a. Any Councilor may at any point during a Council meeting make a motion to suspend standing orders.
 - b. They shall explain to the speaker what they intend to accomplish through the suspension of standing orders.
 - c. A simple majority of Council is required to suspend the relevant standing orders.

06. Legislative Process for Minor Amendments

1. Grammatical and typographical amendments shall be permitted by UASU Governance Staff to ensure ongoing coherence of legislation without legislative approval.
2. The UASU Governance Team, once identifying errors as outlined in Section 06.1, shall make the necessary corrections and get approval from Bylaw Committee.
3. A copy of the grammatical and typographical amendments shall be given to Students' Council as an information item.

Revision #3

Created 19 April 2023 10:44:17 by Abner Monteiro

Updated 24 February 2026 06:03:27 by Jonathan Olfert