

AMENDMENT PROCEDURE:

1.00 All amendments to the USC By-Laws and USC Policies and Procedures shall be done as follows:

- (1) The existing text or portion of the text to be amended shall be made available;
- (2) All text to be deleted will be indicated with ~~striketrough~~;
- (3) All text to be added shall be indicated with **bold, dashed underline**;
- (4) Where the amendment is being made to a By-Law, the mover shall have the opportunity to include a brief rationale to accompany the proposed motion to Council;
- (5) Where the amendment is being made to a Policy or Procedure, the mover, or designate, shall have the opportunity to include a brief rationale to accompany the proposed motion to the Board of Directors; and,
- (6) All amendments must be made in accordance with By-Law #1.