Proposal for Process to Submit Policy Changes (version 3, 26Jan2010)

The current Policy relevant to this change process is:

3.1.3 The Board will govern with excellence. Discipline will apply to matters such as attendance, preparation for meetings, policy-making principles, and respect of roles. Although the Board can change its governance process policies at any time, it will observe them scrupulously while in force. The Board will address an issue only if the Board determines that the following criteria have been met:

    A. A substantial portion of the Board believes that the issue deserves Board time;

    B. The issue is the responsibility of the Board;

    C. If the Board has dealt with the issue before, there is new information that compels reconsideration;

    D. The focus of the issue is at a systemic level, and is not just a fix for a specific problem. If the issue is below the Board's broad policy threshold, the Board will seek to broaden the issue to include a class of related issues in a proactive style.

Policy Change Process (draft):

1. Prepare and submit the Proposal Form to the Governance Working Group (or COCO?) at least 60 days before the Board meeting at which you wish your change to be considered.

2. Screening body clears up any questions with the sponsor, and may submit the proposal to another body or person with special knowledge on the proposal.

3. Screening body submits the proposal to the full Board by email (probably grouped with all others traveling on the same schedule) for an electronic vote to decide if a majority of the Board believe the proposal deserves time on the Board agenda.   Comments from Trustees are encouraged and will be forwarded with the proposal as it goes forward.

    a. If the vote is NO, the proposal is returned to the sponsor.

    b. If the vote is YES, the proposal is placed on the agenda for the next available time slot on the Board agenda.

4. Board votes to accept, modify, or reject the proposal.

5. If accepted, the Policy Manual is amended, and posted on uua.org.

(DRAFT) Policy Change Proposal Form

1. Brief Title of your proposal (for reference purposes):

    _____
2. Your name:
3. Date of submittal of this form:
4. What is the nature of your policy concern? Describe.
5. Is there a critical date by which your proposal needs to be considered? If so, what is that date, and why do you see it as critical?
6. What is your underlying value that is driving your request for this change?
7. Is there specific policy language are you concerned about? (Identify by policy # and the words involved…)
8. What has the board said about this issue in existing policies? (identify policy #'s and language that are relevant).
9. What is missing in the existing language?
10. Have you examined this from the "nested bowls" perspective? Is your issue or concern something that can be, and should be, addressed in a higher level, broader policy?   What is the broadest way to address your concern yet not lose the your intent? For example, does your concern have a broader class of related issues that could be encompassed with your recommended change (again, remember the "nested bowls")?
11. What policy language change do you suggest?
12. Where would you integrate this policy?   You must insure that it fits within the global policy for the affected Section.
    a. How does this language relate to the larger policy topic in which your proposal is contained? For example, if the change you are proposing does not further define an item in the global policy for the Section in which you are suggesting the Board place your change, then you may be at risk of offering a "backdoor management prescription" or micro-managing.
    b. If you are suggesting a section 3 Governance Process change, does the proposed change add value to the larger policy or to the board's practice of governance, which is defined as seeing to it that "we achieve what we should and avoid unacceptable situations"?
13. Is there other information that you believe will help the Board in its deliberations on your proposal?