# UNIVERSITY OF ILLINOIS
## URBANA-CHAMPAIGN SENATE

University Statutes and Senate Procedures
(Final; Action)

SP.13.06      Revisions to *Standing Rule 3* – Proposed Amendments to Documents

**BACKGROUND**

*Standing Rule 3* of the Senate delineates the procedure for proposed amendments to Senate documents. It includes a formatting requirement that specifies the use of square brackets to signify deletions and underlining to signify additions. The Senate Committee on University Statutes and Senate Procedures (USSP) recommends that the rule itself be amended now to use strikethrough text, instead of square brackets, to signify deletions.

At one time, square brackets were needed to produce the most legible version of amendment text. Since then, typographic quality has improved such that strikethrough text is generally easy to follow. USSP now believes that the use of strikethrough can provide a clear and expeditious means to present and consider amendments.

Additionally, the following amendment clarifies that it is USSP's responsibility to produce the correctly formatted document. This allows proposers the flexibility of communicating a suggested amendment, with USSP producing a precise proposal in the correct format.

**RECOMMENDATIONS**

The Senate Committee on University Statutes and Senate Procedures recommend approval of the following revisions to Standing Rule 3. Text to be amended is indicated first followed by the proposed wording.

**PROPOSED REVISIONS TO STANDING RULE 3**

1    3. Proposed Amendments to Documents
2
3    *CURRENT LANGUAGE*
4
5      A. A proposal to amend the *Statutes* or *General Rules* of the University, the *Constitution,*
6      *Bylaws,* or *Standing Rules* of the Senate, or any other document, shall be cast in the following
7      form:
8
9    *PROPOSED LANGUAGE*
10
11     A. Prior to submission to the Senate, a proposal to amend the *Statutes* or *General Rules* of the
12     University, the *Constitution, Bylaws,* or *Standing Rules* of the Senate, or any other document,
13     shall be cast in the following form:
14

_UNREVISED LANGUAGE_

16

17    1.  It must refer to a specified portion of the document, for example to a specific Article
18    and Section, not to a page number.

19

20   _CURRENT LANGUAGE_

21

22    2.  Deletions.

23

24    a. Language and punctuation to be deleted from an existing provision shall be set
25    forth in full and enclosed within brackets, as [ ]. This requirement does not apply to
26    a proposal to repeal an entire section, which may be done simply by specific
27    reference; the section to be repealed shall be quoted.

28

29    b. Deletions shall precede new matter; e.g., "[He] The dean shall be appointed
30    [biennially] annually....."

31

32   _PROPOSED LANGUAGE_

33

34    2.  Deletions.

35

36    a. Language and punctuation to be deleted from an existing provision shall be set
37    forth in full and marked as strikeout text. This requirement does not apply to a
38    proposal to repeal an entire section, which may be done simply by specific
39    reference; the section to be repealed shall be quoted.

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41    b. Deletions shall precede new matter; e.g., "~~He~~ The dean shall be appointed
42    ~~biennially~~ annually....."

43

44   _UNREVISED LANGUAGE_

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46    3. Additions.
47    a. New wording, including punctuation, added to an existing provision shall be
48    underlined with a solid line.

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50    b. Entirely new sections need not be underlined but shall be preceded by the
51    designation, NEW SECTION, in upper case letters and underlined.

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53    4.  If a revision is so extensive that the procedure in (2) and (3) above is impractical, the
54    old text and the new must both be provided, appropriately labeled, either in two columns
55    side-by-side, or the old followed by the new.

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57    5.  The proposed amendment shall be typewritten and double-spaced, and with each line
58    and page numbered for easy reference.

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60    6.  A concise statement of the rationale must also be included.

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62    7.  The sponsors must be listed at the end of the proposal.

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64    8.  The proposal must be dated.

65

66  *CURRENT LANGUAGE*

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68  B. All proposed changes to the *Statutes*, *General Rules*, *Constitution*, *Bylaws*, and *Standing*
69  *Rules* shall be referred to the Committee on University Statutes and Senate Procedures before
70  final consideration by the Senate.

71

72  *PROPOSED LANGUAGE*

73

74  B. All proposed changes to the *Statutes*, *General Rules*, *Constitution*, *Bylaws*, and *Standing*
75  *Rules* shall be referred to the Committee on University Statutes and Senate Procedures (USSP)
76  before final consideration by the Senate.  USSP shall be responsible for ensuring that the changes
77  are placed into the format required by this Standing Rule.

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79  *UNREVISED LANGUAGE*

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81  C. Proposed amendments to the *Constitution* and *Bylaws* may be submitted to the faculty
82  electorate for an expression of opinion as permitted by Article VI, Section 1 of the *Constitution*
83  and in accordance with Part G, Paragraph 1 of the *Bylaws*.

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