



Guidance on Writing Policy Proposals

What is a policy proposal?

When a student wants to shape how Strathclyde Students' Union works, or would like to action their elected representatives to act on an issue, they can submit a policy proposal to Student Parliament. This is then discussed and, if passed, it will become Union Policy.

What can I use a policy proposal to do?

A motion can be a statement on a position and it can also mandate the elected officers to carry out actions. Once it is passed at Student Parliament, this means that it will become policy and Strath Union is obliged to implement it.

You should make it clear what you would like to get from your policy – the more precise your outcomes are, the easier it will be to implement a policy and the more effective it will be. For example, saying 'raise awareness of an issue' isn't as clear as 'the President will host monthly workshops on XXX'.

Who can write a policy proposal?

Any student can write a policy proposal. Policy Proposals require **20** signatures students before they can be considered at Student Parliament. These signatures must be from students – this can include your elected non-executive and executive officers.

The best policies are well-researched and have consulted with students, staff, and officers.

What to consider when writing a policy proposal

- 1) Does the Union already have policy concerning the topic you want to discuss? You can check through our current policy [HERE](#)
- 2) When you are writing a policy proposal, consider what **evidence** you can use to support your case. This could include links to relevant websites, articles or surveys.
- 3) Have you **discussed** your policy proposal with anyone? It's great to talk to other students about your policy proposal, to make sure you're covering everything you'd like to.

Don't forget to contact your Executive and Non-Executive Officers! They can really help with the detail and also support your policy proposal through our processes.

Strath Union Staff are here to guide you through the process and support your policy proposal. If you would like to discuss anything about your proposal, you can pop into Level 7 or drop us an email at strathunion.dem@strath.ac.uk



How do I write a policy proposal?

Below is an example of a motion that could be submitted to Parliament. Motions at Strath Union contain the following sections:

Title of proposal

This should be short and briefly explain what your motion is about.

Student Parliament Notes:

This is where you lay out the problem. This section is for FACTS about the issue. You can use evidence to support this section, including news items and research.

Student Parliament Believes:

This section lays out what you feel the Union's POSITION should be on the issue. It can, therefore, contain opinion on the issue, rather than facts.

Student Parliament Instructs:

This section sets out the SOLUTION to the issue. You should detail exactly what The Union should be doing about the issue and, if applicable, who should do it. e.g. The President, The Executive Committee, Members of Student Parliament, etc.

You are welcome to put more than one point per section.

You can also submit policy through the [Motion Maker](#) – this lays out what is needed to submit a policy. Once you have submitted it through this platform, a member of staff from the Representation and Democracy Team at Strath Union will be in touch to offer feedback and advice.

What happens next?

Once you have submitted your policy proposal, it will then go to the next Student Parliament for discussion. You can find out more about Student Parliament [HERE](#).

At Student Parliament, it will be discussed and voted on. It is recommended that you attend to speak in favour of your motion.

If you have any questions around policy or Parliament, feel free to contact strathunion.dem@strath.ac.uk or come to the Student Engagement Zone on Level 7 of the Strath Union Building.



Example Motion

Puppies for Strathclyde Students

Proposed by: Jo Smith; Seconded by: Alex Johnston

Student Parliament Notes:

- 1) Mental health problems are common for students studying in Higher Education.¹
- 2) That puppies, and other animals, provide support and stress relief.²
- 3) Other Students' Unions around the country host puppy petting days, particularly around peak pressure times.³

Student Parliament Believes:

- 1) That Strath Union supports students with mental health issues and should seek out different ways of doing this.
- 2) That bringing puppies onto campus will be an effective stress relieving event, as well as promoting engagement with the Students' Union.

Student Parliament Instructs:

- 1) That Strath Union should host puppy petting sessions at least once a semester, and that these sessions are available to all students.

¹ <https://www.theguardian.com/higher-education-network/2017/sep/07/its-time-for-universities-to-put-student-mental-health-first>

² <https://www.mentalhealth.org.uk/a-to-z/p/pets-and-mental-health>

³ <http://www.bbc.co.uk/newsbeat/article/32536857/puppy-room-offered-to-relax-stressed-students>