



SCE RULES COMMITTEE VOLUNTEER JOB DESCRIPTION AND QUALIFICATIONS

SCE Bylaw Description:

Section H. Rules Committee

The Rules Committee shall recommend, for the Board's review and adoption, proposed wording for and changes or additions to rules not within the authority of any other Standing Committee. The Rules Committee shall recommend to the Board appropriate methods of member communication, Rule development, Rule enforcement and related matters.

Purpose of the Committee:

The Rules Committee will carry out a continuing series of checkups to ensure that Association Rules are enacted and maintained. The Rules Committee recommends to the Board policies and procedures that will insure proper checks and balances to protect the Association's mission.

The function of the Committee is to:

- Review and recommend the specific language of all proposals for changes in the Association's Rules & Regulations;
- Review and act upon recommended changes/additions of the Association Rules; prepare proposed rules changes for recommendation to the Board of Directors;
- Prepare the language of rule changes approved by the Board for inclusion in the next version of the rules document; recommend and develop communication of those rules;
- Determine where revisions to the Association's standards are called for;
- Make recommendations on improving the existing compliance mechanisms;
- Recommend methods for communicating rules, standards and citation procedures to employees and members that ensure they are understood and accepted;

Eligibility for appointment:

Members should possess understanding of the current SCE Bylaws, Covenants and Rules & Regulations, and be proficient in the use of Microsoft Word and e-mail accessibility. Members should demonstrate strong communication skills and be detail oriented.

Members are expected to have an interest in developing and maintaining Association rules; working with other committee members, the Board, the public and to plan for future improvements.