1. Members will use the “approved” rating form for each proposal.

2. Members will rate each proposal by using whole numbers. No decimals or fractions will be used.

3. Members will not rate a proposal higher than 100 or 10 points as designated in the procedures for each allocation process.

4. Members will “sign” each proposal’s rating sheet.

5. Members may not rate a proposal from his/her Department. Ratings will be weighted to insure that there is consistent voting by constituency. The exception is the rating of all proposals by the Student Government representatives.

6. Members may not address proposals from his/her Department, except Student Government representatives who can address all proposals.

7. Non-voting members of the Shared Governance Council will participate in the proposal readings and discussions, but will NOT participate in the rating of proposals.

8. The College President will be present for the SGC’s discussions regarding the recommended banding of all proposals.

9. The SGC will discuss weightings and submit agreed upon questions, issues and funding recommendations to the President.

10. All proposal discussions will be confidential