

**Resolutions Committee**

September 20, 2017

3:00 pm – 4:00 pm

**CCC Confer**

Dial your telephone conference line: 1-913-312-3202\*

Presenter Passcode: 4943967

**Participant Passcode: 144324**

\*Toll free number available: 1-888-886-3951

MINUTES

**Members Present**: Michael Dighera, Geoffrey Dyer, Leigh Anne Shaw, Rebecca Eikey (2nd), Ginni May (chair), Donna Greene

**Members Absent**: Carrie Roberson

**Guests**: Randy Beach

1. Select note taker—Ginni
2. Approval of Agenda – approved
3. Approval of minutes – will approve minutes of this meeting by email. Committee members will send comments by Friday. If no comments sent, Ginni will assume a vote of approval. Will send final minutes Monday.
4. Share cell-numbers – send to Ginni, she will distribute so that committee members can communicate during Area Meetings and Session.
5. Overview of Resolutions Committee and expectations of committee work this year:

The Resolutions Committee Charge

The Resolutions Committee charge is to provide accurate and timely documents of the resolutions that eventually are adopted at the Senate Sessions. The process begins with Senate Committees that submit resolutions to the Executive Committee, which in turn adopts resolutions for submission to Area meetings where more resolutions may be written. A resolution document is in the packet at the Session and additional resolutions are developed there and printed at the Session. A final document for Plenary Session deliberation is prepared including resolutions and amendments.

Meetings – schedule as needed

Events – all Resolutions Committee members have responsibilities at the Area Meetings and the Plenary Sessions.

Area Meetings Fall 2017

Area A/B, October 13, 2017, 10:00-3:00

Area C/D, October 14, 2017, 10:00-3:00

Fall 2017 Plenary Session

November 2-4, 2017, Irvine Marriott (ends Saturday at 3:30 pm)

Area Meetings Spring 2018

Area A/B, March 23, 2018, 10:00-3:00

Area C/D, March 24, 2018, 10:00-3:00

Fall 2017 Plenary Session

April 12-14, 2018, San Mateo Marriott (ends Saturday at 3:30 pm)

1. Area Presentation and Post-Area Meeting responsibilities:
	1. Power Point
	2. Resolutions Packet
	3. Following the Area Meeting, send recommended edits, questions, and new resolutions to Resolutions Chair
	4. Be available to assist with Resolutions Packet after Area Meetings: research past positions; check for grammar, typos, format, clarity
2. Plenary Session Responsibilities:
	1. Assist at Area meetings
	2. Assist at Submitting Resolutions and Amendments Sessions (Thursday and Friday)
	3. Assist in putting together the Resolutions Packet (Thursday and Friday evening)
	4. Track and document outcomes of Resolution voting, will need time-keepers (Saturday)
	5. Be available to proofread the Final Approved Resolutions packet after (a few days after) the Plenary Session
3. Review the Power Point – Ginni will make discussed edits and return to committee members by Friday. Committee members will respond to Ginni by Monday.
4. Upcoming Events (<http://asccc.org/calendar/list/events>)
5. Future Meetings – meet Wednesday night before plenary session
6. Adjourn

**Status of Previous Action Items**

1. **In Progress** (include details about pending items such as resolutions, papers, *Rostrums*, etc.)

**ASCCC Resolutions**

**Papers/Rostrums**

1. **Completed** (include a list of those items that have been completed as a way to build the end of year report).