RESOLUTIONS COMMITTEE
2024-03-05
TIME 9:00am-10:30am
ZOOM INFORMATION

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.

MINUTES

I. Call to Order and Roll Call opened 9:06

<table>
<thead>
<tr>
<th>Name</th>
<th>Present (X)</th>
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<tbody>
<tr>
<td>Erik Reese—Chair</td>
<td>X</td>
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<tr>
<td>Robert L. Stewart Jr.—2nd Chair</td>
<td>X</td>
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<tr>
<td>Davena Burns-Peters</td>
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<td>Mark Edward Osea</td>
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<td>Krystinne Mica</td>
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II. Check-In

III. Adoption of the Agenda

Agenda for 3/5/2024 adopted unanimously

IV. Minutes Volunteer

Davena volunteered for the minutes

V. Meeting minutes from 2024-02-06

Minutes for 2/6/2024 adopted unanimously

VI. Resolutions Committee Resources

   a. Google shared Resolutions Committee folder
   b. Resolutions Committee website
   c. Resolutions Fall 2023 website
   d. Checklists from 2023 Fall Plenary
      i. Resolutions packet checklist & daily process
      ii. Debate and voting checklist

VII. Assigned resolutions

   a. None—only referred resolutions unresolved
VIII. Current Projects

a. Spring 2024 resolutions timeline

i. Mar 8 (F): Draft pre-plenary resolutions packet reviewed by Executive Committee at Mar meeting

ii. Mar 15 (F): Pre-plenary resolutions packet sent to the field (1 week before area meetings)

iii. Mar 22 (F): Area meeting resolutions due from contacts/area reps within 24 hours of each area meeting (almost 4 weeks before plenary this time)

iv. Apr 4 (R): Plenary Resolutions packet sent to the field (2 weeks before first day of plenary)

v. Apr 15 (M): Delegate certification/release forms due to ASCCC via events@asccc.org (Mon before plenary)

vi. Apr 18 (R) 1:45pm: New resolutions and amendments due (Thu of Plenary)

1. 5:30pm-6:00pm mandatory contact session

vii. Apr 19 (F) 1:00pm: Amendments and urgent resolutions due (Fri of Plenary)

1. 5:00pm-5:30pm mandatory contact session

● Last meeting before area meetings. Erik shared the timeline. See agenda for dates and timeline

● Initial Resolution Packet should be available 1 week post March Exec Meeting

● Reviewed Plenary Schedule: see agenda for dates and timeline

b. Spring 2024 resolutions submission process

i. Static resolutions webpage

ii. Webform facilitated by office team—draft resolution submission webform

iii. Updated draft submission template (v2) for upload as part of webform

1. What would be most helpful to guide resolution/amendment writers?

● Reviewed the ASCCC Resolutions Webpage. The static page is now established. Adopted and Referred resolutions are now separated.

● There continue to be details to be finalized. Erik will be working with Krystinne later this week on finalizing the webform and webpage.

● The resolution submission sheet is now available with minor edits forthcoming.

● Will require word doc as part of the submission. Erik noted that there will still be a need to upload things to a single file on the back end.

● Resolution submissions will request alignment to ASCCC Strategic Direction and require alignment to ASCCC purview.

● A template has been created and will be available on the webform and the static webpage to support those who are new to writing resolutions or desire a template.

c. Pilot resolution categories—updated pilot resolution categories (v3)

i. Idea supported by the ASCCC Executive Committee at the Feb meeting

ii. Provided additional input

iii. How to assess new categories?

● Committee Proposed categories were adopted and supported by the Executive Committee. There was a lot of input, which Erik, the president, and executive director integrated.

● Erik shared the changes made based on feedback.

● The updated document is linked to the agenda.

● A discussion was held regarding the functional purpose and feature of the categories as this was asked by the Executive Committee. The Resolutions Committee identified the ability to support alignment to purview, alignment to
strategic directives of the ASCCC, and identifying and tracking trends by the number of resolutions submitted per category. Trends can provide direction for the ASCCC Executive Committee on trends across the system.

d. Resolutions packet for pre-plenary area meetings
   i. Proposed resolutions for consideration by ASCCC Executive Committee Mar 8-9

e. Area meetings preparation—Mar 22 10am-3pm (times tentative)
   i. Resolutions packet checklist
   ii. Resolutions debate and voting checklist
   iii. Resolutions overview presentation
      1. More focus on submission process

iv. Area meeting duties
   1. Area meeting resolution tracking form
   2. How best to facilitate resolution submission via the webform?
      ● If executive committees or standing committee chairs submit between now and Area meeting, the contact would then change to the author, their committee, and then the area meeting.
      ● The Area Resolution Tracking sheet and workload list was briefly reviewed. Will discuss this and review again at our next committee meeting prior to plenary.
      ● Erik is modifying the presentation on Resolutions to address some of the common concerns and challenges, a focus will be on the Resolutions Submission Process
      ● Erik and Robert are working with the Area Reps to provide details and reminders of the new process for Resolution Submissions.

f. T-shirts
   i. Ordered, arrived, and partially distributed

g. Resolutions handbook update—editable draft for comment
   i. Streamline—What are the essentials?
   ii. Rough outline—include the basics only with additional information in appendices
      1. Resolutions: what and why
      2. Writing guide: how
      3. Debate and voting: how
   iii. Timeline—Dec through Feb & May-June?
   iv. Resolutions Standard Operating Procedures Google doc

IX. Future Projects
a. Proposed resolutions
b. Rostrum ideas
   ● Erik shared the list of current proposed resolutions.
   ● There are currently 10 resolutions.
   ● The committee reviewed the currently proposed resolutions to confirm whether purview or category exists, all were confirmed

X. Other Topics / Future Agenda Items
a. Your brilliant ideas here!

XI. Announcements
a. Future Resolutions Meetings
   i. Tue Apr 2, 2024 9:00am-10:30am
   ii. Tue May 7, 2024 9:00am-10:30am
b. Events
   i. Executive Committee Meeting – Mar 8-9, 2024 (LA Mission/Burbank)
   ii. Area Meetings – Mar 22, 2024 (Virtual)
   iii. Executive Committee Meeting – Apr 17, 2024 (San Jose)
   iv. 2024 Spring Plenary Session – Apr 18-20, 2024 (San Jose)

c. Resources
   i. Email listserv sign-up
   ii. Volunteer application to serve on a committee

XII. Adjournment

Status of Previous Action Items

A. In Progress (include details about pending items such as resolutions, papers, Rostrums, etc.)
   a. 2024 Fall Plenary Session resolutions process

B. Completed (include a list of those items that have been completed as a way to build the end of year report).
   a. Established timeline and due dates for fall 2023 resolutions process
   b. Facilitated discussion with executive committee on proposed resolutions
   c. Developed resolutions packet for review at pre-plenary area meetings
   d. Resolutions overview presented at the joint area meetings morning session
   e. Committee members provided support at their respective pre-plenary area meetings
   f. Rostrum article on Resolutions Considerations
   g. Produced pre-plenary session videos on resolutions
   h. 2023 Fall Plenary Session
      i. Produced daily resolutions packets
      ii. Supported president with the resolutions process
   i. Established timeline and due dates for spring 2024 resolutions process
   j. Rostrum article on referred resolutions and some nuances in addressing them