

## **Resolutions Committee**

**Revised June 2015**

The Resolutions Committee, comprised of five (5) members, drafts and recommends to the Division for consideration at its Annual Meeting such resolutions considered prudent and necessary in the furtherance of the purposes and objectives of the Division. The Resolutions Committee Chair, appointed by the President, serves as the Division Representative to the Resolutions Committee of the Society. The outgoing (or reappointed) Chair shall be responsible for ensuring appropriate and prompt distribution of resolutions following their adoption by the Division. In order to fulfill its duties, the Resolutions Committee should review Section VII (a) and Standing Rules of the Division Bylaws (Appendix I). The Chair should also review the Society Procedural Manual ([http://www.fisheries.org/html/About\\_AFS/ProcedureManual.pdf](http://www.fisheries.org/html/About_AFS/ProcedureManual.pdf)) guidelines pertaining to the Society Resolutions Committee.

- 1) Following appointment of the Committee by the Division President, Chair places a call for resolutions in the summer Division Newsletter. Chair issues a call for resolutions to Division leadership, Committee Chairs, and Chapter presidents via e-mail concurrent with publication in newsletter. In order for resolutions to receive proper review, proposed general resolutions must be received by the Resolutions Committee no later than October 1.
- 2) The Resolutions Committee or Chair may write external or general resolutions with the approval of the SDAFS Executive Committee. General or external resolutions, are those that place the views of the Division on record on matters of broad concern.
- 3) Chair will keep the SDAFS Executive Committee fully informed on the status of any general or external resolution.
- 4) Chair circulates proposed resolutions to Committee to:
  - a) Determine if the proposed resolution is prudent and necessary in the furtherance of the purposes and objectives of the Division.
  - b) Offer editorial suggestions.
- 5) Chair incorporates editorial suggestions of proposed resolutions which Committee has determined to be "prudent and necessary".
- 6) Suggested Committee changes that substantively alter the nature of the original proposed resolution should be approved by the author of the resolution.
- 7) Chair sends approved and edited proposed general or external resolutions to the Newsletter Editor for publication in the summer or winter newsletters and to the webmaster for posting on the Division website. Comments on resolutions published in the summer newsletter are due by September 1. Comments on resolutions published in the winter newsletter are due by January 15. (**Note:** In order to be eligible for consideration at the Annual Business Meeting, general or external

resolutions --- those that place the views of the Division on record on matters of broad concern ---- must be printed in the division newsletter before the Annual Meeting).

- 8) Internal resolutions --those that concern the Division itself, (e.g. resolution of appreciation to the host chapter of the Annual Meeting) ---will be eligible for consideration up to and at the Annual Business Meeting.
- 9) Chair presents the proposed resolutions and comments received to the Division EXCOM at their meeting preceding the Annual Business Meeting. EXCOM votes on whether or not to submit the resolution(s) for a vote by the membership at the Annual Division Business meeting.
- 10) Chair is responsible for copying, distributing, presenting and reading of the proposed resolutions at the Annual Business Meeting.
- 11) Chair entertains motion for adoption of resolutions at the Annual Business Meeting.
- 12) If the membership votes to adopt a resolution, chair entertains motion from the membership at the Annual Business meeting on whether they want to send the resolution to the Parent Society Resolutions Committee for consideration.
- 13) Chair sends adopted resolutions to the Parent Society Resolutions Committee if so directed by a membership vote at the Annual Business meeting.
- 14) Chair sends adopted resolutions to Division webmaster for posting on the Resolutions Committee section of the Division website.
- 15) Chair is responsible for writing the annual internal resolution –the Resolution of Appreciation to the Host --- to recognize those members who planned the Annual Meeting. This resolution should include the number of technical committee meetings, the number and names of workshops and symposia, the number of papers and posters presented. The text of this resolution is sent to the SDAFS Awards Chairman who prints it on the AFS Certificates of Appreciation. The host chapter, the General Meeting Chairman and Cochairman(s), the Program Chairman and Cochairman(s) are all presented with a certificate and a certificate holder at the Annual Business Meeting. All the other persons named in the resolution are presented with a Certificate of Appreciation. It is the responsibility of the Resolutions Chairman to name all the individuals who chaired a committee to plan the Spring Meeting in this resolution.

