

Resolution Process 2023-2024

Prior to Drafting

1. Inform Vice President of proposed idea(s), see if Exec. members would like to sponsor, or if your fellow Senators would like to help co-author/draft the resolution with you
2. Research if other campuses have done something similar
3. Research the topic/gather data to support idea(s)
4. Create a list of your “talking points” and “calls to action” (what you want done)
5. Inform Senate through
 - a. Your Legislative reports
 - b. Discussion / Information items

Drafting

1. Vice President will provide you with a template
2. Turn your talking points into “Whereas”
3. Turn your calls to action into “Resolved”
4. Vice President reviews draft for spelling, punctuation, formatting, etc.

Adoption of Legislation

1. Send final draft to Vice President and request for resolution as Information Item or Discussion Item
 - a. Action Items should follow Discussion Items
2. Vice President sends to Director of Operations to be included in upcoming Senate Packet
 - a. Senate needs at least 72 hours to review the drafted resolution (Sunday by 9:00am is the latest it can be sent to Senators)
3. Encourage your fellow Senators to review draft in Senate Packet, and to bring questions/concerns to discussion
4. Implement suggestions/edits from Senators, or decline (risk of not be passed)
5. Ask for Final Draft (with suggested edits) to be included as an Action Item

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