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.

AGENDA

I. Call to Order and Roll Call

<table>
<thead>
<tr>
<th>Name</th>
<th>Present (X)</th>
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<tbody>
<tr>
<td>Erik Reese—Chair</td>
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<td>Robert L. Stewart Jr.—2nd Chair</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

IV. Minutes Volunteer

V. Meeting minutes from 2023-12-07

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. Area A resolutions committee member
   b. Schedule resolutions meetings for spring
   c. Spring 2024 resolutions timeline
      i. Feb 20 (T) by noon: Proposed pre-session resolutions from the Executive Committee and ASCCC Committees are due
         1. Feb 21 (W): Mar agenda items due
         2. Feb 28 (W): Agenda sent out 10 days ahead of Mar Exec meeting
      ii. Mar 8 (F): Draft pre-plenary resolutions packet reviewed by Executive Committee at Mar meeting
      iii. Mar 15 (F): Pre-plenary resolutions packet sent to the field (1 week before area meetings)
      iv. 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)
      v. Apr 4 (R): Plenary Resolutions packet sent to the field (2 weeks before first day of plenary)
      vi. Apr 15 (M): Delegate certification/release forms due to ASCCC via events@asccc.org (Mon before plenary)
      vii. Apr 18 (R) 1:45pm-ish: New resolutions and amendments due (Thu of Plenary)
         1. 5:30pm-6:00pm mandatory contact session
      viii. Apr 19 (F) 1:00pm-ish: Amendments and urgent resolutions due (Fri of Plenary)
         1. 1:00pm-1:30pm mandatory contact session (requested later)
   d. Spring 2024 resolutions process
      i. Update from Jan ASCCC Executive Committee Meeting
      ii. Static resolutions webpage
   e. 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
   f. T-shirts
      i. Designs—Ex1, Ex2 in T-shirt designs folder
      ii. Timeframe—Order by end of Mar at the latest

IX. Future Projects
   a. Proposed resolutions
   b. Rostrum ideas

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

XI. Announcements
   a. Future Resolutions Meetings
      i. Tue Jan 16, 2023 10:00am-11:30am
   b. Events
      i. Executive Committee Meeting – Feb 9-10, 2024 (Santa Clara)
ii. Executive Committee Meeting – Mar 8-9, 2024 (LA Mission/Burbank)
iii. Area Meetings – Mar 22, 2024 (Virtual)
iv. Executive Committee Meeting – Apr 17, 2024 (San Jose)
v. 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. 2023 Fall Plenary Session