



## **SCNA OFFICIAL CALL FOR RESOLUTIONS: ALL YOU NEED TO KNOW**

### **Call for Resolutions**

Any SCNA member may research, write and submit resolutions for consideration by the Annual Membership Meeting. Resolutions should be submitted in form for printing to the Reference Committee through SCNA at 1821 Gadsden St., Columbia, SC 29201. Resolutions are due by **May 1<sup>st</sup>** of each year.

### **What is a Resolution?**

A resolution is a motion or call for action in formal writing on a subject of great importance. It often serves to establish the position of SCNA on matters of national or statewide significance which affects nurses, nursing, and the health needs of the public. Resolutions may be sent to other organizations, governmental bodies, and agencies, as well as individuals of state or national prominence. Presentation and voting on resolutions is one of the most important functions of the Annual Meeting.

### **What are the classifications of Resolutions?**

Resolutions shall be classified as follows:

- 1) **Substantive Resolutions**  
Resolutions which deal with basic principles and policies of the Association, or with issues of statewide concern to nurses as practitioners and citizens.
- 2) **Courtesy Resolutions**  
Resolutions which give recognition to outstanding persons who have made especially valuable contributions to the Association or to the nursing profession.
- 3) **Commemorative Resolutions**  
Resolutions which deal with the commemoration of important events or developments in nursing, in allied professions, or in government.
- 4) **Emergency Resolutions**  
Resolutions which have significance for the Association which require immediate action.

### **Submission of Resolutions**

Resolutions submitted on or before the **May 1<sup>st</sup>** deadline will be published in the SCNA Book of Reports for distribution at the SCNA Annual Meeting. Resolutions may be submitted after this deadline but will not be able to be published in the SCNA Book of Reports. These unpublished resolutions must first receive a majority vote of the members to be considered at the SCNA Annual Meeting and then receive a three-fourths vote to be adopted.

Resolutions which have as their focus the complimenting, recognition or appreciation of person(s) by SCNA (courtesy resolutions) are constructed in the same way as other resolutions, but are not published in the *South Carolina Nurse* and are not discussed at the resolutions forum.

At the Annual Meeting, all resolutions on the agenda may be presented and discussed at a resolutions hearing. This hearing is a preliminary forum for resolutions in which the submitters and the delegates freely discuss the resolutions to clarify and resolve issues, as well as propose alternatives if appropriate.

Editorial changes are often made in the resolution hearing. These changes automatically become a part of the resolution when it is presented to the SCNA members at the Annual Meeting.

### **How is a Resolution Composed?**

Resolutions are composed of two parts-the "whereas" section and the "resolved" section.

The first section, the "whereas" section, consists of a series of single item factual statements which, when taken as an entire group, provides the background to the subject matter of the resolution. These statements usually begin with a very general "whereas" (e.g., whereas, nursing education in S.C. has become nationally recognized) and proceeds specifically to provide the facts of the subject matter (e.g., whereas, there are associate degrees and baccalaureate programs in S.C.).

The "whereas" section, although extremely important in providing the information necessary for the delegate to be knowledgeable about the issue at hand, is not voted on in a resolution. These statements are not debatable and are addressed only if incorrect or in need of editorial changes. The real action parts of a resolution are aptly termed the "resolves".

"Resolves" are recommended by the submitters of the resolution. It is in these statements that the specific activities mandated are identified and, if necessary, explained.

"Resolves" are the statements of position by the association and are the actions by which the intended result will be obtained. Vague or ambiguous wording should be avoided. Words such as encourage, facilitate, and prompt, should be avoided and words such as reject, accept, support, or endorse should be used.

If the action deemed appropriate for a resolution includes sending the resolution to interested, affected, or involved persons, then the final resolve should name those persons to whom copies of the resolution should be send after its acceptance.

The resolves section, if made up of more than one resolve, may either be voted on in a single motion or voted on resolve by resolve, each as a separate motion. This usually occurs when the resolves are varied in their intent or direction, and should, therefore, be a consideration of the resolution writers.