

WESTERN DIVISION, AMERICAN FISHERIES SOCIETY  
GUIDANCE DOCUMENT FOR RESOLUTIONS

December 1980

1. The Western Division - American Fisheries Society encourages state chapters and individual members to become involved in issues important to the profession. The Western Division believes that the resolution process is an important way to identify critical issues and ultimately effect change to benefit fisheries resources. Only issues directly related to the Fisheries Society, fishery resources, and their management, and aquatic ecology will be considered by the Western Division.
2. Resolutions submitted to the Western Division for action should focus on issues that have implications of a regional or national nature. Issues that focus on a local area or occur solely within a state are best handled at the state or chapter level unless broader support is needed. The Resolutions Committee will screen each resolution submitted to determine the geographic scope of the resolution action. Those resolutions that are submitted to the Western Division limited to a local or state issue shall be accompanied by a written justification statement for broad support or they shall be returned to the chapter or individual with a written explanation why they were not acted upon at the Division level.
3. If a resolution is submitted to the Western Division that requires immediate action and cannot wait for submittal and approval by the membership at the annual meeting, the Resolutions Committee will submit the resolution to the Executive Committee for their review. In the event the Executive Committee does not approve immediate action, the chapter or individual submitting the resolution will be informed by the Chairman of the Resolutions Committee and the reason or reasons for denial will be stated.
4. In order to efficiently process a resolution, the following must be included:
  - A. The title of the resolution must explicitly state what the issue of concern is, preferably on one line.
  - B. The text of the resolution should identify the nature of the issue of concern (WHEREAS portion of the resolution).
  - C. The text of the resolution should recommend a course or courses of action to correct the problem (RESOLVED portion of the action).
  - D. The Resolutions Committee shall be responsible for making format and editorial corrections to a resolution prior to submittal to the membership at the annual meeting.
  - E. An example of the format to be followed when preparing a resolution is enclosed.

5. Often a resolution is sufficiently complicated or controversial that it will need explanation to the membership. A chapter or individual submitting a resolution should be prepared to discuss it at the business meeting and be willing to accept changes recommended by the membership. Also, a proposed resolution will be acted on if it is felt that the Western Division's membership has adequate preexisting knowledge of the resolution's subject.

6. Since the primary purpose of a resolution is to identify an action that will result in a change that benefits fisheries resources, the resolution must be monitored following its adoption by the Western Division. The action taken in response to a resolution should be reported to the membership. It is the responsibility of the chapter or individual to monitor and report the the Chairman of the Resolutions Committee how effectively actions have been implemented. The Chairman, in consultation with the Western Division President, will determine how to inform the membership of the successes or failures of the resolution.

EXAMPLE

WESTERN DIVISION, AMERICAN FISHERIES SOCIETY

RESOLUTION NO.   1  /

PLACE (CITY, STATE)

DATE (MONTH, DAY, YEAR)   2  /

(TITLE - EXPLICITLY STATE WHAT IS IN THE RESOLUTION, ON ONE LINE IF POSSIBLE - ALL CAPITAL LETTERS)

WHEREAS . . . . .  
          . . . . .

WHEREAS . . . . .  
          . . . . .

WHEREAS . . . . .  
          . . . . .

WHEREAS . . . . .  
          . . . . .

Etc.

NOW, THEREFORE, BE IT SO RESOLVED, . . . . .  
          . . . . .

BE IT FURTHER RESOLVED . . . . .  
          . . . . .

BE IT FURTHER RESOLVED . . . . .  
          . . . . .

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1/ To be filled in by Resolutions Chairman.  
2/ Date action took place.