

## **ASM Resolutions Committee**

### **History, Responsibilities, Process & Guidelines for Submission of Resolutions**

#### **History and Mission**

The Resolutions Committee was formed in 1956 to "provide a mechanisms for the society to express its views and to try, collectively, to influence local, national, and world issues relating to mammals" (Gill and Wozencraft, 1994:162). Resolutions represent the views of the ASM and are subject to approval by members in attendance at the annual meeting. The Committee will entertain resolutions pertaining to any issue affecting mammals; topics relating to conservation of mammals have been a common theme for activities of the Resolutions Committee. The Resolutions Committee also is responsible for writing the Host Resolution each year at the Annual Meeting.

#### **Responsibilities**

The Resolutions Committee will consider proposed resolutions from any member of the ASM. Proposed resolutions should be submitted to the Committee Chair well before the annual meeting of the ASM each year in June (see *Guidelines for Submission*, below).

Because Resolutions comprise formal statements by the ASM, the Committee bears a responsibility to research issues to ensure that resolutions represent objective assessments of facts as they pertain to issues of relevance to mammals and mammalogy, and that they adhere to the highest scientific and ethical standards. Consequently, resolutions frequently require multiple drafts and input from the Society; as a result, they rarely comprise a rapid development. Many resolutions require a year or more to reach fruition.

Other duties of the Chair include organizing a meeting of the Committee early in the annual meeting of ASM to discuss late-submitted resolutions, if necessary, and a meeting of the Committee to prepare the Host Resolution. The Host Resolution is to be read at the annual banquet by a member of the Committee.

#### **Process**

Proposed resolutions will be reviewed internally by Committee members, and revised as needed and in consultation with the proposer. Resolutions deemed appropriate and ready for further consideration will be vetted with the President of the ASM. Upon approval, resolutions will be circulated to the ASM membership via email *at least 2 weeks* before the Annual Meeting so that members have time to consider the resolution and provide considered feedback to the Committee Chair. Comments will be compiled by the Chair of the Committee and integrated as appropriate in consultation with Committee members and the proposer. Resolutions will then be presented to the ASM Directors at the 1<sup>st</sup> Board Meeting, and to the Society membership at the 1<sup>st</sup> Member's Meeting.

Further revision or modification of the original proposal may be required based on recommendations of the Board or ASM members, but will be made in consultation with the proposer. At some point between the 1<sup>st</sup> and 2<sup>nd</sup> Members Meetings, the Resolutions Committee will hold an open meeting to discuss and make amendments to proposed resolutions. If deemed ready for voting by the Society, the proposed resolutions will be voted on by the ASM membership in the 2<sup>nd</sup> Members Meeting.

Approved resolutions will be published in the *Journal of Mammalogy* and otherwise disseminated as appropriate. The Chair of the Resolutions Committee is responsible for providing a copy of approved resolutions to the Journal Editor by the end of September following the annual meeting.

## **Guidelines for Submission**

To allow sufficient time for development of proposed resolutions, these should be submitted to the Chair of the Resolutions Committee *no later* than 1 May of the year the resolution is to be considered. Last-minute submissions may merit consideration, but the Committee needs time to consider the issues and proposed action, to discuss and debate, and to ask questions if necessary. All of this takes time. As such, more complex resolutions may require additional time for consideration and preparation.

A submission should provide a statement to clarify the relevance of the proposal to the ASM and a list of potential recipients for any resulting resolution, including a statement to clarify the relevance of each recipient. The Committee has extensive experience with such statements and can provide “boilerplate” verbiage to facilitate preparation of this material.

Persons submitting proposals should recognize that resolutions generally are considered only at the Annual Meeting (June). Items which are time-sensitive may not be suitable for consideration by this Committee. Persons considering submission of a proposal are urged to contact the Chair of the Committee well in advance for guidance. One option that might be relevant for time-sensitive issues is requesting a Presidential (Society) position letter drafted by a specific ASM Committee(s).

Persons submitting proposals should provide information as to any legal action associated with the request, such as State Legislative action, legal suits, and/or appearance of conflict of interest. This information should not preclude consideration of the item, but it informs the membership of any said aspects associated with the proposal as they are asked to vote on the issue.

Proposals that involve activities or events in other national and/or scientific/professional societies should be coordinated through the ASM International Relations Committee. Similarly, proposals that involve legislative events may require simultaneous or joint consideration by Resolutions and Legislation & Regulations. Further integration among ASM committees is welcome and Committee Chairs should be consulted early in the process.

## **Literature Cited**

Gill, A. E., and W. C. Wozencraft. 1994. Committees and annual meetings. Pp. 155-170 in *Seventy-five years of Mammalogy (1919-1994)* (E. C. Birney and J. R. Choate, eds.). Special Publication 11. The American Society of Mammalogists.