



**Call for Resolutions
2012 Annual General Meeting**

A call for resolutions for the 2012 Annual General Meeting is now underway.

The deadline for receiving resolutions to be considered at the AGM is Monday, February 13, 2012. Resolutions are a means by which the SCoP membership can raise issues for consideration by the SCoP Council. The Council may take the action, may request other agencies to take a particular action, enter into discussion about a particular issue with another agency or may not take any action. The subject of a resolution must be within the scope of the legislated authority of SCoP and congruent with the Vision, Mission and Strategic Priorities of the College. Issues addressed as resolutions should be those that warrant discussion by the general membership. Otherwise, the issue may be submitted to the Executive Director or the President at any time throughout the year.

Resolutions must be submitted in writing to the attention of:

Legislation & Bylaw Committee
c/o Executive Director,
Saskatchewan College of Paramedics,
851 Argyle Street North
Regina, Saskatchewan
S4R 8H1

Email: office@collegeofparamedics.sk.ca

FAX: (306) 543-6161

Resolutions for consideration at the Annual General Meeting must include all of the following:

1. The name, address, telephone number and registration number of the mover and seconder of the resolution;
2. The date the resolution was submitted; and
3. A statement that includes what action is being proposed and who should carry it out.

For more information on how to write a resolution, see *How to Write Resolutions*.

Resolutions not received before the deadline can still be considered at the AGM as a motion from the floor. A motion from the floor needs a two-thirds majority vote to be considered.



How to Write Resolutions

A resolution recommends that an action be taken by the Saskatchewan College of Paramedics (SCoP). Resolutions can be submitted by an individual or group of members on any subject within the mandate of the organization. Resolutions can relate to any area of practice, education, administration, research, the role of the College or the role of emergency medical practitioners within the health-care system.

When drafting a resolution, keep in mind that the wording should be clear, concise, and specific. The substance should be well researched and reflect the character and interests of SCoP members. Sponsors should expect to introduce resolutions from the floor, and should be prepared to defend the resolution throughout discussion of the resolution. Resolutions will be presented at the AGM on either overhead transparencies or as a PowerPoint presentation.

Drafting Resolutions

SCoP resolutions follow a common format. See the Resolutions Template at [LINK](#) Resolutions typically have two parts: the whereas statement, and the action statement.

Whereas Statements

The purpose of the whereas statement is to show that there is a problem that needs to be solved (the "why"). This may also mean demonstrating that the problem lies within SCoP's jurisdiction.

By providing background information, the whereas statement often serves a very important function in structuring the resolution and directing debate.

Whereas statements start with the word 'Whereas'.

Action Statements

The resolution is presented in statements that call for a specific action, and start with the phrase 'Be it resolved that'. The action statement should identify "who" should do "what" and any additional details to guide implementation (the "how" or "when").

Sample Resolution from the 2010 AGM

CME - Saskatchewan College of Paramedics CME Policy

WHEREAS: There are policies and procedures in place as at October 31st in any given year for registrants to obtain Continuing Medical Education (CME) credits for the following licensing year;

WHEREAS: These policies and procedures have taken into account issues that arose during that year's management of the CME process; and

WHEREAS: Changing the CME policies and procedures at random times throughout the year causes disruption, misunderstandings and misinterpretations; therefore,

BE IT RESOLVED THAT: whatever policies and procedures are in place at October 31st, pertaining to the Saskatchewan College of Paramedics Continuing Medical Education process, remain in place for the next twelve months.

MOVER -- Maryanne Janssen

SECONDER -- Chad McCord