

## **A Guide for Club Review of a CFUW Resolution**

### **CFUW Club Review**

Resolution proposers are guided in the development of their resolution by the CFUW Resolutions Information and Guidelines available on the CFUW Member website. These guidelines propose a series of questions that a proposer must review throughout the process of writing the resolution. When Clubs are asked, as part of the resolution process, to review resolutions, these questions can also guide a Club review.

### **What are CFUW Resolutions?**

A CFUW Resolution is a formal motion proposing positive change about a current issue of provincial, national and/or international importance that CFUW wishes to pursue. If passed by the CFUW Clubs, the proposed resolution becomes CFUW policy and provides direction for advocacy, serves to educate the membership, and increases CFUW's visibility as a leading Canadian women's organization.

### **General Questions for Consideration**

The following are a series of questions you should answer in reviewing any CFUW resolution:

- Does CFUW have a policy similar to the one being proposed?
- Does the resolution help women and/or other Canadians?
- At what level of government, local, provincial, territorial or national is the resolution aimed?
- What are the identified desired outcomes and will these outcomes achieve the resolution purpose?

### **Resolved Clause Review**

Correctly worded resolved clauses are critical to the resolution process as it is only the resolved clauses that will appear in the Policy Book. It is the resolved clauses that will provide direction for advocacy. Each resolution can be made up of multiple resolved clauses. Asking the following questions will guide your review of the Clause(s):

- Does the resolved clause have a single topic that when read straight through forms a complete sentence?
- Does the resolved clause respect the purposes and interests of CFUW?
- Is the resolved clause non-partisan, clear, concise, unambiguous and free of all jargon?
- Is the resolved clause stated positively?
- Does the resolved clause make a statement that can be used as a basis of action?
- Are the relevant levels of government addressed in the resolved clause?
- Can the resolved clause be understood without the accompanying background?
- Can each resolved clause be ratified separately?

## **Background Review**

The background material summarizes the research from which the Resolution has been developed. It should explain and support each clause of the Resolution. Although the vote is taken only on the Resolved Clause(s) and not the Background, comprehensive, accurate background material is helpful in understanding the context of a Resolution and why the Proposer is asking to have this resolution adopted. Asking the following questions will guide your review of the Background:

- Does the background contain an overview, summary and conclusion on the Resolution issue?
- Is the background well-researched containing accurate information from more than one source?
- Is there documentation and support for each resolved clause?
- If applicable, is there objective scientific data that supports the resolution?
- If applicable, are there supporting statistics and definitions?

## **Amendment Process**

An amendment is a proposed change. It must be relevant to the subject of the Resolution. No new subject may be introduced. Clubs are encouraged to submit an amendment if the Club believes an amendment would improve the Resolution. A form for Resolution Amendment submission is found in the CFUW Resolutions Information and Guidelines. Resolution proposers will notify amending Clubs regarding whether an amendment has been accepted or rejected.

A Club whose amendment to the proposed Resolution was not accepted may bring it forward at the Proposers and Amenders Workshop. If the amendment is still not accepted there is another opportunity to bring it forward for consideration at the CFUW Policy Session.