

CFMS Spring General Meeting

CALL FOR RESOLUTIONS & GUIDE TO RESOLUTIONS

April 28-29, 2017 – Winnipeg, MB



Instructions

Medical societies and meeting delegates are invited to put forward resolutions for discussion and debate at the *CFMS Spring General Meeting* during the Members Resolutions Session (tentatively scheduled for Saturday, April 29th, 2017). Resolutions should reflect an understanding of ongoing and past work, and resolutions must pertain to new work of the Federation. Members are encouraged to review resolutions submitted at the previous meeting, available on the CFMS website under the AGM 2016 meeting documents section.

Resolutions that include significant spending should be discussed with the CFMS VP Finance prior to submission (finance@cfms.org). The Resolutions Committee will evaluate each resolution with respect to appropriateness and language. Resolutions will be ranked for debate according to congruence with mandates and priorities. If interested in learning more about previous CFMS work, do not hesitate to contact one of your local reps or executive members.

Historically, the CFMS had primarily passed motions that suggest organizational recommendations in the “be it resolved that” clause, often directing the CFMS executive to take action on a certain topic. In the last 4-5 years, the CFMS membership has moved away from passing motions such as these, and have opted to increasingly bring forward fully-formed position papers to adopt rather than specific motions of action. For the SGM 2017, we would like to remind our members that you may submit a non-position paper motion related to a CFMS position.

Deadline

Resolutions must be received by Dr. Carl White Ulysse, CFMS SGM Chair, by e-mail at resolutions@cfms.org on or before **Friday, April 7th, 2017 at 19:00 CDT** to be *pre-circulated* to SGM delegates via our website. Additional written resolutions may be tabled if emailed to the SGM Chair by **Friday, April 28th, 2017 at 12:00 CDT**. *Based on the total number of resolutions received, there is no guarantee that resolutions will be given agenda time at the SGM but every reasonable effort will be made to do so.* Business will end promptly as scheduled in the agenda, and remaining resolutions will be referred to the Executive for consideration.

Financial Deadline

Please note that, as determined by the General Assembly at AGM 2014, any proposed motion that includes spending of \$1000 or more must be submitted to

the CFMS at least 14 days in advance of SGM, i.e. by **Friday April 14th, 2017 19:00 CST**.

Additional Information re: Position Papers, Non-Position Paper Motions and other documents brought forward via Resolution

Often during CFMS General meetings, delegates bring forward Position Papers – documents that discuss the stance of the CFMS as pertaining to issues of importance. Delegates are once again encouraged to bring forward Position Papers. All Position Papers and any other similar document must be accompanied by a written Resolution. The final submission deadline for Position Papers and other such documents is **Friday, April 7th, 2017 at 19:00 CDT**. In order to allow delegates adequate time to review, Position Papers submitted after this time will not be considered at SGM 2017.

Non-Position Paper Motions can be on broad topics or areas with general support that might not need a lengthy position paper. Examples where this may be appropriate include:

- Support (or stand against) of a cause or idea, such as “professionalism” or “in support of refugee health care access”
- Asking the executive to look into a specific topic, e.g. “look into possible sources of cost reduction for 4th year medical students”
- Calling for the creation of a committee to work on a topic

Motions such as these can be supported by a 1-2-page explanatory document; these are not expected to be of the same quality and in-depth research typical of a policy paper. These may be a particularly effective way of asking the organization to take a stance on a broadly agreed-upon idea, a topic you’d like more work done on but have not been able to take time to do so yourself, or topics that might not need specific action but that a position taken may itself be effective.

Resolution Guide

Each resolution submitted should contain **5 elements** and clearly tabled using the following headings:

1) *Whereas . . .*

This section discusses the substantive rationale for the resolution. The reader should gain a clear understanding of why the CFMS should act.

2) *Be it resolved that the CFMS...*

The resolution should reflect a policy-level decision and not overly operationalize its implementation.

3) *Financial cost (estimate):*

This is essential. The mover should sufficiently have considered the financial considerations of the resolution. Please consult with the CFMS President and VP Finance if you have any questions. The VP Finance can be reached at

vpfinance@cfms.org

4) Source of funding/Line item:

Please consult with the VP Finance if you have any questions.

5) Level of effort of volunteers/staff:

Please feel free to discuss this with the President, members of the Executive, or Officers related to the resolution. A clear statement(s) of level of effort and time should be provided.

6) Moved and Seconded by:

Provide the names of the voting delegates of the CFMS who are willing to move and second the motion. These delegates should be present at the SGM.

For more information, please do not hesitate to contact the SGM Chair.

Sincerely,



Dr. Carl White Ulysse

Chair, Spring General Meeting 2017

Canadian Federation of Medical Students

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