

Resolution (#) Reference Committee (denote committee name)

(Write name of resolution here)

Introduced by: (list author's name and affiliation)

I. SUMMARY

(Write 3-4 sentences about what the resolution supports or opposes. Use some of the reasoning the author uses.)

II. "WHEREAS" CLAUSES

(Are they grammatically correct? Do they provide sufficient background? Review policy to ensure that whereas clauses were not taken out of context.)

III. RESOLUTION

(Does TMA have any policy on this topic? Is it in line with the climate of TMA? (e.g. is this something that TMA supports?) List any policies and how they will affect this resolution.)

IV. FINANCIAL IMPACT

(Explain any financial impact.)

V. RESEARCH

(Review everyone of the references cited to ensure accuracy. Also state whether or not resources are biased (e.g. only in favor of the resolution).)

VI. ARGUMENTS FOR

1. (In arguments for and against, use references, your educated opinions, and arguments made in prior policy to determine your pro-con arguments. Feel free to do your own research. List each point as a separate number.)

VII. ARGUMENTS AGAINST

1. (In arguments for and against, use references, your educated opinions, and arguments made in prior policy to determine your pro-con arguments. Feel free to do your own research. List each point as a separate number. )

VIII. RECOMMENDATION: (Do you) SUPPORT (or) OPPOSE.

(Write who's providing the research and affiliated school)