

Summary of changes to the SNEB Resolution Process – February 2019

SNEB Resolutions are posted online at <https://www.sneb.org/positions-and-resolutions/>. Two resolutions have been submitted since 2010:

- Building a nutrition education evidence data base to support policy and planning in developing countries – 2016
- Healthy Meeting Resolution 2015

	Current Process	Proposed Process
Submission	Yearly deadline of April 15 with emailed submission	Year-round process with online submission form
Requirements to submit	Support of 10 members	Support of 5 members
Oversight	Issues & Resolution Committee chaired by a board member and convened as needed. Committee includes representation from each division.	Advisory Committee of Public Policy, a standing committee of SNEB. ACPP chair is an ex-officio board member. Committee has 12 voting members and representation from each division.
Timeline	<p>First response from Issues & Resolution Committee to submitters is 30 days</p> <p>30 days online comment period by members</p> <p>Reading and discussion at annual conference</p> <p>14-day online comment period by members</p>	<p>First response from ACPP Committee to submitters is 18 business days</p> <p>Depending on timing of when resolution submitted: 15-days online discussion by members or In-person discussion at ACPP open meeting, a standing meeting at conference</p> <p>Comments reviewed by ACPP and communicated to submitters</p>
Communication	Email notification to members when comment and voting periods are open with appropriate reminders.	<p>Email notification to members when comment and voting periods are open with appropriate reminders.</p> <p>Authors communication toolkit created with options to host webinar, Hot Topics call, post to SNEEZE and social media</p> <p>Resolution status icon created and posted on all SNEB communication to alert members to status of Resolution</p>
Approval	30-day period of voting by membership with 15% of members casting votes and majority in favor	21-day period of voting by membership with 15% of members casting votes and majority in favor.
Board Approval	Resolutions with a fiscal impact of more than \$500, that conflict with an existing resolution, or are deemed burdensome to volunteers or staff require final approval by Board of Directors	Resolutions with a fiscal impact of more than \$500, that conflict with an existing resolution, or are deemed burdensome to volunteers or staff require final approval by Board of Directors.