

# NCAI Annual & Mid-Year Session Resolutions Process

# NCAI Committee & Subcommittee Process



**Resolutions Due: 3 Weeks Before Conference**  
 Only individual Indian members in good standing are authorized to submit a resolution. Good standing includes: membership dues are paid and current. Submit resolutions via the online form.

**Resolutions Committee Review: 1 Week after Submission Deadline**  
 The NCAI Resolutions Committee consists of Tribal Volunteer Co-Chairs and Executive Board Liaisons. The committee will review submitted resolutions and develop recommendations.

**Submitted Resolutions Posted to NCAI Website**  
 Submitted resolutions and recommendations will be posted to the NCAI website 4 days before the NCAI Mid-Year Session begins for sponsors and attendees to review. A broadcast will be sent to NCAI members when the documents are posted online.

**Resolutions Sent to Committee/Subcommittee Chairs**  
 At the time that the resolutions and recommendations are posted online, notice will be sent to committee and subcommittee co-chairs to review resolutions assigned to their committees.

**Attend Committees and Subcommittees**  
 Attend the NCAI Committees/Subcommittees to address concerns about your resolution raised by committee members. Check the agenda for committee meeting times and locations.

**Final Action Taken on Resolutions: Last Day of Plenary Session**  
 Committee co-chairs present committee reports on the action taken on resolutions considered by their committee during the last plenary session. Resolutions may be pulled from the committee reports to be considered individually by the membership. The committee report is adopted or tabled by the body under a consent agenda.

