MARSHALL SUBCOMMITTEES

1.   Each subcommittee will be chaired or co-chaired by a member of the Wording Committee. Each Wording Committee member will be assigned to report on a problem area.

2.   The purpose of the subcommittee meetings is to involve as many people as possible to provide insight into the Wording Committee process. Each topic area should be explored thoroughly with the realization that it might become one of the final five selected.

3.   The subcommittee is not an "advocacy/adversary" session. Its purpose is to discuss the resolutions offered, the strengths and weaknesses of those resolutions, and the subcommittee's preferences among them.   Whether or not a particular topic area is worthy of further consideration should be the responsibility of all attendees, not a particular subcommittee. The subcommittee is free, however, to make recommendations.

4.   The entire group should be involved in selecting the best resolutions from each problem area, and any potential issues related to them. The topic report author(s) should be involved in this process, but it is the responsibility of the entire group to discuss, and if possible, rank order the resolutions.

5.   It is the chairperson's responsibility to see that time is properly scheduled so that all topic areas are reviewed and that all aspects of each topic and/or suggested resolutions are examined.

6.   The authors of the topic report should be regarded as a principal resource person for the subcommittee. Plan to use that expertise to help with questions raised, with terms of proposed resolutions and critical reactions to the reports.

7.   The chairpersons should take notes in order to bring to the general assembly the most significant contributions from the subcommittee. A summary of certain considerations and insights articulated by the subcommittee is useful.

8.   After each subcommittee has reported to the meeting attendees, a vote will be taken to determine if sufficient interest exists among the delegates to send the topic area on to the Wording Committee.

9.   Those topic areas supported by at least 25% of those present and voting will be considered by the Wording Committee.

TD:arh
7/24/00