

Writing a Resolution: Simplified

Prepared by: Kaitlin Yang & Patrick Clavillas
Co-Chairs of the CNSA Resolutions Committee 2025



Why write a resolution?



- A resolution is a written statement that, when adopted by the House of Delegates at the Annual Conventions of NSNA and/or CNSA, becomes the **basis for the policies and actions of the National Student Nurses' Association (NSNA) and/or the California Nursing Students' Association (CNSA).**
- This means that **YOU** can make a difference in the nursing profession!
- **Your** work can bring awareness, recognition, and/or advocacy to your topic!

What is the difference between submitting to CNSA and NSNA?

Short answer: Same resolution, two submissions.

In chronological order:

Now- September 5th, 2025 (First Draft Due to CNSA)

- Write your resolution!

September 2025- October 2025

- Work with CNSA Resolutions Committee in preparation for CNSA Convention.

November 14th, 2025 (Start of CNSA Convention)

- Your resolution along with all other submitted/approved resolutions will be presented to the CNSA House of Delegates (HOD). You will defend your resolution and the HOD will vote on which ONE will be nominated.

November 16th, 2025 - January 15th, 2026 (Submission Due to NSNA)

- **IF NOMINATED:** In addition to becoming the basis of actions and policies of CNSA, you will have the support of CNSA in submitting, sponsoring and finalizing your resolution.
- **IF NOT NOMINATED:** You still can and SHOULD submit your resolution! The Resolutions Committee can still offer advice and critique, however, it will not have the sponsorship of and submission with CNSA.

April 2026 (NSNA Convention)

The Resolution

- Resolutions are your opportunity to spread awareness for, advocate for, and promote certain aspects of nursing education and/or the nursing profession that you believe needs more attention!
- Resolutions address only **one topic** or issue, be national in scope, and fall within the purposes and functions stated in the NSNA/CNSA Bylaws and Mission.

Resolution Topic Examples:

IN SUPPORT OF INCREASED AWARENESS OF THE IMPORTANCE OF EARLY
MOBILIZATION IN INTENSIVE CARE UNIT (ICU) PATIENTS..... 1

IN SUPPORT OF NURSING FACULTY CONTINUING EDUCATION IN
LESBIAN, GAY, BISEXUAL, AND TRANSGENDER (LGBT+) HEALTH 2

INCREASING AWARENESS ABOUT SEXUALLY TRANSMITTED
INFECTIONS AMONG THE OLDER ADULT POPULATION 4


IN SUPPORT OF INCREASING AWARENESS OF MENTAL HEALTH
DISORDERS CO-OCCURRING WITH DRUG ABUSE..... 6

Source: NSNA *Resolutions 2019*

The Resolution cont.

The Resolution consists of:

1. Topic (Title) (**MAX 15 words**)
2. Submitted by: (Your school)
3. Authors: (You and your co-authors)
4. "Whereas" Statements (**MAX 300 Words**)
 - a. Factual statements that express the need for a resolution.
 - b. Each statement is cited APA 7th ed.
5. "Resolved" Statements (**3-5 Statements**)
 - a. Express the actions you would like NSNA and/or CNSA to take.
 - b. Influence policy and focuses of the organization

TOPIC:	INCREASE STUDENT NURSE AWARENESS OF NURSE UNIONS AND THEIR ROLE IN HEALTH POLICY ADVOCACY
 SUBMITTED BY:	California Nursing Students' Association Sacramento, CA
AUTHORS:	Michael Taningco, Julia Andres, Ashley Jackson, Andrea Lapuz
WHEREAS,	The National Student Nurses' Association (NSNA) House of Delegates 2018 adopted the resolution, "In Support of Coordinated Health Policy Advocacy Opportunities for Nursing Students"
WHEREAS,	Connecting students in their nursing education to policy development and civic leadership will invite a continued interest in ongoing political participation throughout their nursing careers (Woodward, 2016, p.58); and Offering various ways to actively direct the student's awareness through
WHEREAS,	
RESOLVED,	That the NSNA invite health policy experts, nurse lobbyists, and nursing union representatives to speak at events such as membership meetings, webinars, and state conventions; and be it further;
RESOLVED,	That the NSNA further promote health policy events that pertain to nursing union advocacy; and be it further

Example: CNSA 2020 Nominated Resolution

Important to Know!

- In order to ensure a seamless process for all authors, the CNSA Resolutions Committee will be reviewing and approving submissions for 2025 in accordance with [NSNA's Resolution Guidelines 2025](#).
- If your submission is accepted by CNSA for the CNSA Annual Convention (**November 14th, 2025**), it will require less work to fulfill the qualifications of NSNA for the NSNA Annual Convention (April 2026).
- All the guidelines, requirements, etc. that we discuss throughout this presentation can be found on NSNA Resolution Committee's Website. We have also attached several of those documents on the right:

[NSNA's Resolution Guidelines for 2026 Convention](#)

[NSNA Resolutions Archive](#)

[CNSA Resolutions Archive](#)

[Resolution Template](#)

[What to Expect at Convention](#)

[NSNA Resolutions Committee Main Page](#)

Please refer to these documents when proofing your documents.

The Final Product

The final product that will be submitted to both organizations consist of 6 documents:

1. Abstract (Topic, Submitted by, Authors, Abstract)
2. Estimated Cost: Itemized the estimated cost to NSNA to implement the resolution.
3. Contacts: (An excel file of the organizations you would like a copy of your resolution to be sent to, if nominated)
4. **The Resolution**
5. List of References (This list and in-text citations are APA 7th Edition)
6. Reference Documents (All files for references listed in List of References and cited in “Whereas” statements.)

Who? Submitting and Authoring

Who may submit a resolution?

NSNA constituent state associations, NSNA/CNSA constituent school chapters, NSNA Board of Directors, and NSNA Committees may each submit one resolution for consideration by the House of Delegates.

Individual NSNA/CNSA members may not submit resolutions. Constituent school and state chapters are those that have met the current requirements for official NSNA Constituency status.

Who may author a resolution?

Only NSNA/CNSA student members may be the resolution authors. Faculty and faculty advisors are available only to guide student authors and are not to take an active role in deciding the topic or writing the resolution. There may be only **one primary author** and additional authors.

All authors must be current students and NSNA/CNSA members at the time of the Annual Convention.

Types of Resolutions:

1. Resolutions of Substance serve as one means by which opinions may be expressed, purposes of the NSNA/CNSA can be implemented, and directions are given for future action. **This is what you will be creating.**
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1. Courtesy Resolutions recognize contributions made to the organization (CNSA and NSNA) by groups and/or individuals; i.e., honorary by acclamation
 2. Emergency Resolutions are resolutions on a topic that arises subsequent to the resolutions deadline date.
 3. Reaffirmation Resolutions restate a position previously taken by the NSNA. (Within the previous 5 years) **This type of resolution is accepted only under *special circumstances* so we want to avoid this. NSNA explains in their guidelines that *Resolutions of Substance* topics must have not been presented within the last 5 years.**

The Resolutions Process: Simplified

[Click this link for the entire:](#)
NSNA Resolutions Guidelines

1. Choosing the Topic, Position, and Actions to be Taken
2. Documenting the Need
3. Writing the Resolution
4. Abstracts
5. Reviewing, Proofing, and Organizational Approval of the Resolution
6. Submitting the Resolution

1. Choosing the Topic, Position, and Actions to be Taken

TOPIC:

INCREASE STUDENT NURSE AWARENESS OF NURSE UNIONS AND THEIR ROLE IN HEALTH POLICY ADVOCACY

The first step is to determine a national issue that is relevant to the NSNA and/or CNSA, nursing students, the nursing profession, and healthcare policy.

Topics must be national in scope, be able to be implemented within NSNA's resources, and should fall within the mission, purposes, and functions as stated in the NSNA Bylaws and mission.

This is your time to shine! Research topics that YOU are passionate about!

Example: CNSA 2020 Nominated Resolution

Things to Consider:

- Topics should not have been nominated within the last five years.
- [CNSA's Resolutions Archive](#)
- [NSNA's Resolutions Archive](#)

2. Documenting the Need

Because each "Whereas" statement reflects the need for the resolution, each "Whereas" statement must cite a supporting reference/document. All supporting documents must be submitted with the resolution.

While "Whereas" statements must accurately reflect the supporting documentation provided, direct quotes should be avoided.

The documentation must be evidence-based and no more than 5 years old (2020), unless the information is historical in nature.

WHEREAS,

The National Student Nurses' Association (NSNA) House of Delegates 2018 adopted the resolution, "In Support of Coordinated Health Policy Advocacy Opportunities for Nursing Students"

WHEREAS,

Connecting students in their nursing education to policy development and civic leadership will invite a continued interest in ongoing political participation throughout their nursing careers (Woodward, 2016, p.58); and

WHEREAS,

Offering various ways to actively direct the students' awareness through self-reflective and engaging political activities, and discussion is essential in promoting political participation in nurses (Woodward, 2016, p.57); and

WHEREAS,

Political participation is a way for nurses to become active in creating, influencing, and advocating for healthcare policy that will impact the health of patients, families, and communities. (Jarigue, 2019, p.10); and

WHEREAS,

Nurses are qualified to be active participants in the legislative process and advocating for health policy because of their diverse skill sets, knowledge, experiences, and how they are strong advocates for patients' rights and/or patient populations (Woodward, 2016, p.60); and

WHEREAS,

Nurses are the largest group of health professionals in the country, and if policy makers and other key decision makers know that nurses are in agreement on important issues, they listen and often take action (Institute of Medicine, 2011, p.240); and

WHEREAS,

Labor unions in general have long been important in being political actors, mobilizing voters, and shaping the attitudes of their members, all while influencing member representation and economic inequality (Macdonald, 2019, p.1); and

Example: CNSA 2020 Nominated Resolution

[illegible]

4. Abstract

- 75 Words MAXIMUM
- Three or four well written sentences that summarize the purpose and intended outcomes of your resolution.

TOPIC:	INCREASE STUDENT NURSE AWARENESS OF NURSE UNIONS AND THEIR ROLE IN HEALTH POLICY ADVOCACY
SUBMITTED BY:	California Nursing Students' Association Sacramento, CA
AUTHORS:	Michael Taningco, Julia Andres, Ashley Jackson, Andrea Lapuz
ABSTRACT:	Nurses have a growing impact on how they influence patient care, healthcare policies, and healthcare spending. Nursing unions provide a method for nurses to be aware and involved in voting and creating health policies that not only advance patient rights but also the nursing profession. This resolution aims to inform nursing students of the impact of nursing unions as another method of educating themselves in health policy as future nursing professionals.

Example: CNSA 2020 Nominated Resolution

5. Reviewing, Proofing, and Organizational Approval of the Resolution

- Reach out to your chapter Executive Committee/Board, classmates, and faculty advisors for critique and advice!
- Ensure that your Resolution is the best version of itself!
- When submitting to NSNA, you do not need the approval of CNSA to do so!
- Plan for early submission to avoid last-second troubles.

FINAL DRAFT DEADLINE FOR CNSA : OCTOBER 24TH, 2025

CNSA Convention: OCTOBER 14TH-16TH, 2025

DEADLINE FOR NSNA: January 15TH, 2026

NSNA Convention: (TBD) Likely April 2026

6. Submitting the Resolution

- This is the moment we have all been waiting for..
- [Click Me: NSNA's Resolutions Guidelines outlines all components you need and how to submit.](#)
- Submission links/forms will appear on the CNSA/NSNA Resolutions Committees' websites in the months leading up to the deadline.
- The earlier you submit your work, the earlier it can be reviewed.

After Submission

First Draft To CNSA: (September 26, 2025)

1. Expect an email from the Resolutions Committee confirming your submission.
2. We will review your Resolution to ensure it meets the requirements outlined in [NSNA's Resolution Guidelines 2025-2026](#).
3. Prior to CNSA Convention (November 2025), we will work with you to prepare you for presenting and defending your resolution at convention!
4. Please ensure your email address and phone number are updated to ensure timely communication.

To NSNA: (January 15, 2026)

1. Expect an email from the NSNA Resolutions Committee confirming your submission.
2. After the review process, you will receive another email either approving or requesting changes for your resolution.
3. Prior to NSNA Convention (April 2026), they will work with you to prepare you for presenting and defending your resolution at convention!
4. Please ensure your email address and phone number are updated to ensure timely communication.

At Convention:

CNSA (November 14, 2025)

- You (and co-authors) will have the opportunity before your Resolution's hearing to answer any questions delegates may have about your resolution.
- This is your opportunity to garner support!
- In the House of Delegates: your resolution will be presented, defended, and voted on to potentially become CNSA's Nominated Resolution 2025!
- More details about Convention will be disseminated as we get closer!

NSNA (April 2026)

[Click this link](#) to get an idea of what to expect at NSNA's Annual Convention 2026.

Note: This is the guide for NSNA's Annual Convention 2026. Due to these unprecedented times, it is subject to change.

Final Words..

- This may seem overwhelming, and that is expected and okay!
- Take this process **step by step**. If you follow the instructions outlined by this presentation and NSNA's Resolution Guidelines, you will be okay!
- **YOU** have the opportunity to affect the nursing profession for the better!
- **YOUR WORK** can make a difference!

Questions? Contact us!

- Email: patrick@cnsa.org or kaitlin@cnsa.org for more information about CNSA's Resolutions, Convention etc..
- Visit: <https://www.nsna.org/resolutions-committee.html> for more information about what to expect, how to write a resolution, and everything else you need to be successful at NSNA!

As soon as you have an idea of what you would like to write your resolution on, please reach out to us so that we could begin guiding you and your team in the right direction!

We look forward to working with you!