**How to Write your Own USG Resolution**

While it might seem a little overwhelming, it is actually pretty easy to write your own USG resolution. Many students have great ideas on how to change campus, but few know how to actually implement them. This is your chance as a USG representative to bring about change on-campus.

1. The first thing you should do before writing a resolution for USG is speak with those who are involved in the issue on-campus. If you are having trouble finding the right department or person to talk to, contact one of the executive board members. They are more than willing to help you.

2. When you finally decide to write your resolution, download the resolution template located on the USG website to guide you along (stthomas.edu/usg). Use the "WHEREAS" paragraphs to make an argument for why you want to make the change you are proposing. You may write as many paragraphs as you would like. Just make sure to clearly state the “why.”

3. Use the “BE IT RESOLVED” paragraph as a conclusion to your resolution. State exactly what it is that you are changing.

4. Have an executive board member or someone else on USG read over the resolution to give feedback.

5. Before you can present your resolution to USG for a vote, you must get on the Sunday agenda by contacting the Vice President of Administrative Affairs (usgvpadminaffairs@stthomas.edu).

6. When you have finished researching and writing your resolution, had a friend look it over, and asked to be on the Sunday agenda, it is time to present it to the General Council. Once you are done presenting, debate will be offered, and then the president will call for a vote. All you need is fifty percent plus one person to pass.