

## **Proposal to Area 68 submitted by District 7 (via a unanimous vote)**

To adopt, in their entirety and as presented, the proposed revision of the Southwest Texas Area 68 Service Structure and Procedures (“SS&P”) documents - English and Spanish.

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### **Background**

- Fall Assembly 2024: During the Area Committee Meeting (ACM) ample discussion took place identifying areas of needed improvement, inconsistencies, and formatting concerns within the SS&P – English and Spanish. A request was expressed at the ACM for creation of an Ad Hoc Committee to review and propose adjustments without changing the Structure and Procedures. A sense of the DCMs was taken and the results showed substantial support and agreement for editorial changes to be proposed.
- Winter Assembly 2025: Area Chair called for the establishment of an Ad Hoc Committee and a definite Scope\* was provided.
- Summer Assembly 2025: Status report and examples of progress were provided at the ACM. Initial feedback received for the Ad Hoc Committee.
- End Of September: Suggested SS&P documents were e-mailed to the Area Chair, and in turn, e-mailed out to the DCMs.
- Fall Assembly 2025 - during the ACM: presentation given, time provided for Q&A and discussion.
  - A majority (51%) vote reached of the ACM body that the documents must be submitted via the Area 68 Proposal process. Decision was made that no further action can be taken by the body of the ACM.
  - Area Chair dissolved the SS&P Ad Hoc Committee as the scope was completed.

### **\*Excerpt from the Ad-Hoc Committee Scope provided for Reviewing and Possible Reorganizing of the Service and Structures Procedure Manual (2024 Area Chair):**

#### **Purpose**

The purpose of this ad-hoc committee is to study the current flow and organization of the Service and Structures Procedure Manual and recommend a reorganization of the content to improve clarity, accessibility, and functionality, without altering the core content. The committee will report on its progress during the Pre-General Assembly and Summer Workshops and complete the reorganization work by the Fall Assembly.

#### **Possible Objectives:**

##### **1. Assess Current Structure:**

- Review the current flow and organization of the Service and Structures Procedure Manual.
- Identify areas where the manual is difficult to navigate, lacks clarity, or could be more logically organized.

##### **2. Recommend Improvements:**

- Propose a reorganization structure that enhances the usability of the manual for users.
- Maintain the integrity of the content while improving its presentation, ensuring that the substance remains unchanged.
- Recommend any additional sections, subsections, or re-sequencing of existing content.

## Summary of Main Revisions:

- Added Table of Contents: consistent heading formatting, page numbers and linked for quick access to sections
- Organized layout and margins of all content for fluidity in reading and locating information
- Reinstated the section for Past Amendments to Procedures using end note functionality
  - Provides the dates of changes and add brief comment of what change was made within the document (changes from past proposals).
  - Implementing the associated end note reference permitted to remove the dates from within the body of the document
- Moved Funding (Finance) out of an Appendix and into the main body of the document
- Standard identification of Area Name/Number to reference: Southwest Texas Area 68 and SWTA 68
- Standard identification in use of assembly, meeting, workshop, conference
- Assemblies: added the season as a reference and retained the “normal” month which were previously used as the main timeframe referenced
  - Example: The Winter Assembly should be in conjunction with Area Workshops (normally occurs in January).
- Public Information and Cooperation with Professional Community Conference and Corrections Facility Conference: Moved the existing information into a new section for ease of locating
- Fall Conference: Moved the existing information into a new section for ease of locating
- Spanish document:
  - Contains all the same formatting revisions as the English document
  - Translation according to A.A. language, acronyms and position titles were appropriately updated/corrected
  - Examples: DCM to MCD, GSR to RSG, corrected service positions previously referring to as ‘Presidents’, PI/CPC to IP/CCP

**District 27** *The members of SWTA District 27 with full support of numerous other districts and members within SWTA 68*

**Proposal for the SWTA 68 Service Structure and Procedures (SS&P) Document:**

To adopt, in their entirety and as presented, the proposed revision of the Southwest Texas Area 68 Service Structure and Procedures (“SS&P”) documents - English and Spanish.

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**Intent and Purpose:**

Document was prepared by the SS&P Ad Hoc committee and presented to the Area Committee for review at the Fall Assembly in October 2025.

The primary intent of this proposal is to reorganize and clarify the existing SS&P document, while fully preserving the integrity of its original content.

The reorganization effort is designed to accomplish the following:

- **Enhance Clarity:** Present the SS&P in a more logical and easily understandable format for all SWTA 68 members involved in service.
- **Improve Effectiveness:** Enable SWTA 68 to carry out the core purpose of Alcoholics Anonymous—carrying the message to the still-suffering alcoholic—more effectively.
- **Acknowledge Due Diligence:** Recognize the thorough and complete work of the ad hoc committee, whose efforts focused on producing a clear and effective service document.

**Benefits of Adoption:**

Adopting this reorganized document will streamline service processes and procedures, making it easier for committee members and volunteers to understand and fulfill their roles. By enhancing the clarity of our organizational structure, we can better focus our collective efforts on our primary purpose.