



## **MOTION REGARDING THE ADOPTION OF THE STANDING RULES FOR THE 2016-2017 LEGISLATIVE COUNCIL**

**Whereas**, Robert's Rules of Order provide a general framework for formal, efficient group meetings by balancing the rights of members while facilitating democratic debate and decision-making

**Whereas**, standing rules are mechanisms by which Robert's Rules can be fine-tuned for any given group, such as the SSMU Legislative Council;

**Whereas**, the Legislative Council adopts the following Standing Rules (Appendix 1) to maximize the efficiency and accessibility of council meetings.

**Moved by:**

Ben Ger, President  
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APPROVED



## **Appendix 1: Standing Rules for the 2016-2017 Legislative Council**

### **1. SCOPE**

1.1. The following rules can be suspended by a 2/3 majority vote at any time.

### **2. DECORUM**

2.1. All members of the Legislative Council must carry themselves with decorum to demonstrate the respect they hold for their office.

2.1.1. All members must strive for punctuality. All absences and delays must be submitted to the Parliamentarian ([parliamentarian@ssmu.mcgill.ca](mailto:parliamentarian@ssmu.mcgill.ca)) before the affected Council date.

2.1.1.1. Two (2) unexcused absences, even if they are not consecutive, will result in immediate suspension.

2.1.1.2. Consistent tardiness will merit warning, and may or may not result in suspension as per the Parliamentarian and Speaker's discretion

2.1.2. All members must refrain from speaking when they do not have the floor.

2.2. When Guest Speakers are present, all laptops, excluding those of the dais, must be closed in respect to the Guest Speaker.

### **3. REPORTS**

3.1. All Councillors, Executives, and Committees must submit a report detailing their activities related to the SSMU/their respective constituency since the last Council meeting.

3.1.1. All reports must be submitted no later than midnight (11:59 PM) of the Sunday immediately preceding Council, with the exceptions of the Funding Committee, Club Committee, and the Executive Committee.

3.1.2. Late reports will count as having been submitted, but consistent tardiness may result in suspension, as per the Speaker's discretion.

3.2. Failure to submit three (3) reports will result in suspension.

3.3. The following schedule for reporting shall be adopted by the Legislative Council:

3.3.1. October 13<sup>th</sup>:

3.3.1.1. Library Improvement Fund Committee Report

3.3.1.2. Mental Health Committee Report

3.3.2. November 3<sup>rd</sup>:

3.3.2.1. Students' Society Programming Network (SSPN) Report

3.3.2.2. University Affairs Committee (UAC) Report

3.3.3. November 17<sup>th</sup>:

3.3.3.1. Equity Committee Report

3.3.3.2. Community Engagement & Francophone Affairs Committee Report

3.3.3.3. Financial Ethics Research Committee (FERC) Report

3.3.4. December 1<sup>st</sup>:

3.3.4.1. Services Review Committee Report



- 3.3.4.2. Indigenous Affairs Committee Report
- 3.3.4.3. Building & Operations Management Committee (BOMCOM) Report
- 3.3.4.4. Environment Committee Report

#### 4. SPEAKING

- 4.1. To speak, members must place their placards vertically to alert the Speaker.
- 4.2. When rising with an interrupting point or motion (as defined by Robert's Rules), members must raise their placards and hold them high.
- 4.3. The following time limits for speaking will be enforced by the Speaker. A simple majority can extend all time limits.
  - 4.3.1. a default speaking time of one (1) minute.
  - 4.3.2. a default speaking time for Councillor reports of three (3) minutes.
  - 4.3.3. a default speaking time for Executive and Committee reports of five (5) minutes.
  - 4.3.4. the default speaking times for Councillor, Executive and Committee reports will be immediately followed by a question period of five (5) minutes.
  - 4.3.5. Motions to call the question will not be entertained until five (5) members have spoken, and/or after at least five (5) minutes of debate has taken place as per the Internal Regulations of Governance.
- 4.4. Outside of in camera and confidential sessions, members must use the microphone to speak whenever convenient.

#### 5. MAIN MOTIONS

- 5.1. Main motions require a minimum of three (3) movers to be presented before council, with no more than half (1/2) hailing from the SSMU Executive Committee and no more than 2/3 from each constituency.
  - 5.1.1. This rule shall not apply for motions that must be moved only by the Executives.
- 5.2. Main motions do not require a seconder.
- 5.3. Members must submit main motions to the Parliamentarian by 6:00 PM on the Wednesday of the week preceding Legislative Council meetings.
- 5.4. The recommendations of the Steering Committee will be sent to the movers within 48 hours of the above deadline. Movers will then have until Sunday at midnight (11:59 PM) to submit the final version of the motion to the Parliamentarian.
  - 5.4.1. At this point, the motions can no longer be amended before the Council meeting.
- 5.5. During Council, after the movers have had the opportunity to motivate their motion, a question period of a maximum of five (5) minutes shall precede debate.
- 5.6. Motions requiring 2 or more readings must:
  - 5.6.1. Not come from the floor.



5.6.2. Must have at least 6 days between the readings.

5.7. Motions that are repealed or amended by the Board of Directors must be communicated by the next confidential or public session of Legislative council

## 6. AMENDMENTS

6.1. All amendments must be submitted to the Parliamentarian in writing.

6.2. Friendly amendments will be acknowledged only if all movers unanimously accept them. They will be included without a vote.

6.2.1. A friendly amendment can only be made before the motion's question period begins, as that is when the motion is considered moved and becomes property of the floor.

6.2.2. Friendly amendments may be made after the motion has been moved if no member objects.

6.3. Unfriendly amendments require a simple majority for inclusion.

## 7. VOTING

7.1. For all main motions and subsidiary motions of substance:

7.1.1. A roll call vote will be considered the default voting method. At their discretion, the Speaker will waive this requirement and inform Council when they are doing so.

7.1.1.1 Exceptions to this blanket roll call requirement include the subsidiary motions to call the question and to lay on the table.

7.1.2. A member may request a roll call vote to any motion at any time so long as the five (5) speakers/minutes requirement is met. This rule supersedes 7.1.1 and 7.1.1.1

7.1.3. Roll call votes will be recorded through manually means until an electronic clicker system is put into place.

7.1.3.1. A voting record will be compiled by the Parliamentarian and published online by the Monday following Council meetings.

The Speaker will default to the provisions highlighted in Roberts Rules that allow for the Speaker to assume a vote will be unanimous, unless a request to vote is present on the floor. (7.2)

## 8. ATTENDANCE

8.1. The General Manager will be exused from any mandatory attendance at the Legislative Council

8.1.1. Upon the request of Council or the Executive the General Manager will still be required to attend or submit a written report

## 9. SUSPENSION

9.1. All suspensions will be carried out according to the procedures outlined in Article 3 in the Internal Regulations of the Governance-04.



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