



MOTION REGARDING AMENDMENTS TO THE SSMU LEGISLATIVE COUNCIL STANDING RULES 2021-2022 2022-01-20

Submitted for: 2022-01-20

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Moved by: Sarah Paulin
Vice-President (Internal) **Current Status:** FOR APPROVAL
 APPROVED
 POSTPONED
 COMMITTED
 NOT APPROVED

Seconded by: Yara Coussa
Arts Representative

Issue This motion seeks to amend the 2021-2022 Standing Rules of the Legislative Council in order to clarify inconsistencies regarding the submission of Motions, Presentations and Decorum.

Background and Rationale The Standing Rules for the 2021-2022 Legislative Council require a few changes to be made with regards to the Decorum section, such as addressing the Speaker, Zoom Etiquette, Virtual Meeting Procedure, and Main Motions submission and details.

Alignment with Mission Alignment with Accessibility Policy and Council Transparency Policy, as well as the SSMU Constitution.

Consultations Completed The Steering Committee has been consulted on the amendments, as well as the Governance Manager.



Risk Factors and Resource Implications

In order to facilitate smooth and respectful debate, certain sections of the Standing Rules should be amended as listed below.

There are no resource implications at this time.

Sustainability Considerations

In order to maintain decorum, as well as facilitate the submission of Main Motions to Legislative Council, the Steering Committee aims to amend the Standing Rules to the Council Members' and members of the gallery's accessibility and future meetings' consideration.

Impact of Decision and Next Steps

Should this motion pass at the Legislative Council and ratified by the Board of Directors, the Speaker will distribute the updated version of the Standing Rules to all Council Members.

Should this motion fail, the Standing Rules will remain as first adopted in September 2021.

Motion or Resolution for Approval

Be it resolved that the Legislative Council recommend the approval of the amendments to the Standing Rules of 2021-2022 Legislative Council to the Board of Directors for ratification, effective immediately.

Results of the Vote

| | |
|-----------|------|
| In favour | (23) |
| Opposed | (0) |
| Abstain | (2) |



Appendix A : Amendments to the 2021-2022 Legislative Council Standing Rules

(For the purposes of this Motion, the numbering of the sections is not in any particular order and will not affect the amendments to the Standing Rules.)

Decorum

- 1.1. All members of the Legislative Council must carry themselves with decorum to demonstrate the respect they hold for their office.
- 1.2. All members must strive for punctuality.
 - 1.2.1. Consistent tardiness will merit warning, and may result in suspension as per the Accountability Committee and/or the Speaker's discretion in accordance with 3.4 of the Internal Regulations of Governance.
- 1.3. Two (2) unexcused absences, even if they are not consecutive, will result in immediate suspension in accordance with 3.4 of the Internal Regulations of Governance.
- 1.4. Notwithstanding the Internal Regulations of Governance, a given Councillor may only send a proxy under the following conditions:
 - 1.4.1. The proxy holds an elected position within the same Faculty Association or non-faculty constituency (i.e., Athletics, Clubs, First Year Council, Senate Caucus, and Services) as the Councillor.
 - 1.4.2. The Councillor has sent written or electronic notice to the Speaker with the name, constituency, and elected position of the proxy at least twenty-four (24) hours prior to the start of the meeting.
 - 1.4.3. Each Councillor may only send a proxy a maximum of two (2) times in the given academic year.
- 1.5. Each Proxy will receive access to a temporary SSMU email address for the duration of the meeting for the purposes of accessing Council documents and voting on behalf of their Constituency at Council.
 - 1.5.1. Prior to this, the proxy must sign a Confidentiality Agreement, as distributed by the Governance Manager.
- 1.6. Absences will be excused on a case-by-case basis by the Accountability Committee for the following non-exhaustive set of reasons:



- 1.6.1. Physical illness, mental health, family/friend emergency, and an assessment that conflicts with the time of Council meetings.
- 1.6.2. If an absent Councillor arranges a proxy to take their place, the said absence will be excused so long as the proxy maximum has not been surpassed.
- 1.7. All members must refrain from speaking when they do not have the floor.
- 1.8. The following may be ruled as out of order by the Speaker at their discretion, subject to a successful Point of Order by Councillors:
 - 1.8.1. Aggressive or abusive behaviour, such as shouting or personal insults;
 - 1.8.2. Disrespectful comments or conduct;
 - 1.8.3. Spreading malicious rumours or gossip;
 - 1.8.4. Discrimination or harassment;
 - 1.8.5. Offensive comments/jokes or body language;
 - 1.8.6. Isolation, deliberate exclusion and/or non co-operation;
 - 1.8.7. Laughing at inappropriate situations;
 - 1.8.8. Texting or messaging during a given meeting, pertaining to discussion, and outside of the meeting;
 - 1.8.9. Disrespectful or discourteous language and behaviour.
 - 1.8.10. Comments that make reference to personalities or motivations.
 - 1.8.11. Statements that contravene the *Charte des droits et libertés de la personne* (Québec Charter of Human Rights and Freedoms), and/or the spirit of the Canadian Charter of Rights and Freedoms.
 - 1.8.12. Disruption or hindrance of the ability of the meeting to continue in good order, including but not limited to, speaking out of turn, engaging in side conversations, knocking on desks, clapping, snapping, and other behaviour deemed by the Speaker to be disruptive.
 - 1.8.13. Misgendering of Councillors, whether intentional or not.
 - 1.8.13.1. Councillors must address each other formally, usually in the form “Councillor [Last Name]”, and avoid referring to one another using third person pronouns to promote a cordial environment.
 - 1.8.13.2. Should any Councillor notice the misgendering of another Councillor, they may call this to the attention of the Speaker on a Point of Personal Privilege.
 - 1.8.13.3. Should a Councillor be misgendered but does not feel comfortable raising a Point of Personal Privilege themselves during the meeting, they may contact the Speaker who will raise it during the next meeting of Legislative Council; and
 - 1.8.14. Addressing another member of the Legislative Council directly, as opposed to addressing the Speaker.



- 1.9. Should a member be called out of order, at the Dais' discretion their speaking time will be elapsed and they will have to wait to be called on again before being given the right to speak once more.
- 1.10. The Speaker is vested with the authority to remove any individual from the meeting for repeated or extraordinary violations of the Standing Rules or Internal Regulations of Governance and may seek assistance to carry out this order when required.
- 1.11. When Guest Speakers are present, all laptops, excluding those of the dais, must be closed in respect to the Guest Speaker.
 - 1.11.1. In the case of virtual meetings, Council members will be asked to stay muted until called upon.

Speaking

- 1.1. The Speaker reserves the right to interject or interrupt at any time when responding to a Point of Information, Point of Parliamentary Inquiry, to enforce parliamentary procedure, the Standing Rules, and/or the Internal Regulations of Governance, or to maintain order.
 - 1.1.1. The Speaker may extend this right to the Parliamentarian at their discretion.
- 1.2. To speak, members must raise their placards to alert the Speaker.
- 1.3. In the case of virtual meetings, members ~~add their name on the Speaking List~~ must use the 'Raise Hand' feature to be called on by the Speaker.
- 1.4. Members of the Gallery may participate in discussion or debate by using the 'Raise Hand' feature via the virtual platform.
- 1.5. When another member has the floor, no other placard may be raised in order to be respectful of the member speaking, except where allowed by parliamentary procedure.
 - 1.5.1. When rising with an interrupting point or motion as defined by parliamentary procedure, members must raise their placards and hold them high while waiting to be recognized.
 - 1.5.2. In the case of virtual meetings, members ~~must write their names on the Speaking List~~ must use the 'Raise Hand' feature while waiting to be recognized.
- 1.6. When granted speaking rights, members must address the Speaker and use a microphone should one be available.
 - 1.6.1. During virtual meetings, the Speaker will provide speaking rights via the digital platform.



- 1.6.2. Members should not address one another directly unless otherwise permitted by the Speaker.
- 1.7. The following time limits for speaking will be enforced by the Speaker. ~~A simple majority can extend all time limits.~~ All time limits may be extended at the discretion of the Speaker or by a simple majority vote:
 - 1.7.1. A default speaking time of one (1) minute.
 - 1.7.2. A default speaking time for Councillor reports of three (3) minutes.
 - 1.7.3. A default speaking time for Executive and Committee reports of three (3) minutes.
- 1.8. The default speaking times for Councillor, Executive and Committee reports will be immediately followed by a question period of five (5) minutes.
- 1.9. Unless a member requests otherwise, their placard will include their pronouns, in both English and French. Members may request their pronouns be added, removed, or changed at any time.
 - 1.9.1. ~~In the case of virtual meetings, their display name shall substitute as a placard, in which the member can include their pronouns.~~ In the case of a virtual meeting, the display name shall include Position, Name, and if desired, pronouns.
- 1.10. Guest Speakers and members of the gallery shall be asked to introduce themselves by the Speaker with their Constituency/Faculty/Position, Name, and Gender Pronoun.
 - 1.10.1. In the case of a virtual meeting, the display name shall include Constituency/Faculty/Position, Name, and if desired, pronouns.
- 1.11. The official Minutes should use the correct pronouns as provided from 4.7 and 4.8 above, or refer to individuals' names if no pronouns are specified.
 - 1.11.1. Any change in pronoun during or after the meeting that is desired to be reflected in the Minutes can be communicated at any time to the Governance Manager.

Presentations and Generative Discussion

- 1.12. To help facilitate the generation of ideas, process of consultation, and collection of feedback, members of the Legislative Council may submit generative discussion items to the Steering Committee within the same deadlines as for Main Motions set out in 6.2 of these Standing Rules.



- 1.12.1. A report or other relevant background information should be submitted to the Parliamentarian to provide members of the Legislative Council with sufficient context by the submission deadline for Main Motions.
- 1.12.2. Generative Discussion items may not be raised from the floor.
- 1.13. Generative Discussion items shall be structured debate moderated by the Speaker but shall not have a motion or resolution flowing from them.
- 1.14. Each Generative Discussion item shall have a maximum of ten (10) minutes on the floor, subject to **the discretion of the Dais or** a motion to extend this time.
- 1.15. There shall be a maximum of two (2) Generative Discussion and/or Guest Presentation items on each agenda of the Legislative Council.
 - 1.15.1. The Steering Committee is vested with the authority to select which Generative Discussion items and Guest Presentations are inscribed on each agenda.
 - 1.15.2. Items pertaining to General Discussions and/or Guest Presentations shall be requested 48 hours before the meeting date shall be submitted to the Speaker and Parliamentarian with the relevant information.

Main Motions

- 1.16. Main motions require one (1) Mover and one (1) Seconder to be presented before the Legislative Council, with the following stipulations:
 - 1.16.1. The Mover and Seconder may not both be members of the Executive Committee.
 - 1.16.2. The Mover and Seconder must both be recognized Representatives to the Legislative Council.
 - 1.16.3. The foregoing rules shall not apply for motions that must be moved only by the Executive Committee (e.g., the budget).
 - 1.16.4. **The Mover and Seconder may not both be members of the Steering Committee.**
 - 1.16.4.1. **An exception can be made in the case of motions only addressing procedural matters of the Legislative Council.**
 - 1.16.5. **The Mover and Seconder may not both be representatives of the same faculty.**
- 1.17. **The responsibilities of the Mover and the Seconder of a motion will be as follows:**
 - 1.17.1. **Presenting the motion without substantial omission, adequately showing to members a full understanding of what the motion entails, of how it was written, and of the steps and consultations the motion went through to insure adequacy.**
 - 1.17.2. **Answering questions posed by members during the question period,**



- 1.17.2.1. Inviting experts on certain topics covered by the motion to answer specific questions,
 - 1.17.2.1.1. These experts can be groups, individuals, organisations, and others which have been consulted during the writing of the motion.
- 1.17.3. Dutifully representing the motion during debate period.
- 1.18. Members must submit main motions to the Parliamentarian through email, by 11:59 PM ET ~~seven (7)~~ **eleven (11)** days preceding Council, generally on the ~~Thursday~~ **Sunday** of the prior week.
 - 1.18.1. The recommendations of the Steering Committee will be sent to the Mover and Secunder within ~~48 hours~~ **the three (3) days following** of the above deadline. **A “back and forth” exchange between the Steering Committee and the Mover may then occur in order to expedite the finalization of the motion.** Movers will then have until 11:59 PM ET five (5) days prior to the meeting of the Legislative Council to submit the final version of the motion to the Parliamentarian.
 - 1.18.1.1. ~~At this point, the motions can no longer be amended before Council, including the withdrawal of Movers and Seconders.~~ **Motions may not be modified in any way after having been presented to the Steering Committee until feedback has been given and changes demanded.**
 - 1.18.1.1.1. Any modifications done after submission will not be recognized by the Steering Committee and only the original version will be subject to the Steering Committee’s decision.
 - 1.18.1.1.2. Once a motion has been approved by the Steering Committee, it becomes property of the Legislative Council and can no longer be modified or retracted by the Mover or Secunder.
 - 1.18.2. During Council, after the Mover and Secunder have had the opportunity to motivate their motion for a maximum of two (2) minutes, a question period of a maximum of five (5) minutes shall precede debate.
 - 1.18.2.1. During the question period, only questions from other members addressed to the Mover or Seconders, or to a previously specified expert on a specific topic covered by the motion, shall be allowed.
- 1.19. The Mover of a Notice of Motion shall be allowed a maximum of two (2) minutes to introduce their motion and provide context.
 - 1.19.1. There shall be no question period or debate following an introduction of a Notice of Motion.
- 1.20. **To the Steering Committee’s discretion, up to one (1) motion submitted after the deadline set in 6.2 shall be considered as a Late Motion, at the discretion of the Dais.**



- 1.20.1. Should the motion be submitted during a given legislative council meeting, a mandatory ~~two (2)~~ **five (5)** minute-recess will be granted for the Dais to review the motion.
- 1.20.2. All other motions submitted after the deadline will be presented for consideration for the next Legislative Council.

- 1.21. In the case of urgent business, the requirements set out by 6.2 and 6.3 of these Standing Rules may be waived by a two-thirds ($\frac{2}{3}$) majority vote of the Legislative Council in accordance with 11.2 of the Internal Regulations of Governance.

- 1.22. Prior to the start of Old Business, the Speaker shall request a motion for a five (5) minute recess to allow Councillors to vote on all motions inscribed on the agenda using the prescribed electronic means with two options: Approve or Debate.
 - 1.22.1. Should any motion not receive unanimous consent on the “Approve” side, the motion shall be subject to the regular course of question period, debate, and vote as set out in the Internal Regulations of Governance and these Standing Rules.
 - 1.22.2. A motion receiving unanimous consent shall be approved without question period, debate, or a formal vote and shall be listed as a consent motion in the public voting record and in the minutes.
 - 1.22.3. The individual votes of Councillors on consent items will not be shared publicly. The regular voting record for formally questioned, debated, and voted on motions will continue to be published.