

**2018 National FFA
Parliamentary Procedure LDE**

Parliamentary Procedure – Preliminary Round Morning

Main Motion: I move that the chapter host a career fair for all students in the school to highlight careers in agriculture.

Postpone Indefinitely Subsidiary

Limit Debate Subsidiary

Division of the Assembly.....Incidental

Suspend the RulesIncidental

Take a Recess..... Privileged

Individual Questions for this Round

Postpone Indefinitely

Q1 – If a motion is postponed indefinitely, when, if ever, may the same motion be renewed?

A1 – The motion may be renewed at any later session. (p. 111, ll. 15-18.)

Q2 – If a main motion and a motion to postpone indefinitely are pending when a motion to refer to committee is adopted, when, if ever, is the motion to postpone indefinitely considered again?

A2 – The motion to postpone indefinitely is dropped from further consideration. (p. 177, ll. 2-5.)

Limit Debate

Q1 – A motion to limit debate takes precedence over all but which subsidiary motions?

A1 – Previous Question and Lay on the Table (p. 192, ll. 14-17.)

Q2 – An order limiting debate becomes exhausted under what circumstances?

A2 – (i) When all of the questions on which it was imposed have been voted on, (ii) when those questions affected by the order and not yet voted on have been either referred to a committee or postponed indefinitely, and (iii) at the conclusion of the session in which the order was adopted. (p. 195, ll. 27-33.)

Division of the Assembly

Q1 – When, if ever, is it too late to call for a division of the assembly?

A1 – (i) after any member has been recognized and begun to speak in debate or to give a report, (ii) after the chair has stated the question on a subsequently-made motion, and (iii) after the chair has begun to take the vote and any member has voted on another motion that was pending. (p. 409, ll. 4-10.)

Q2 – If a member demands that the rising vote taken on a division be counted, what vote, if any, is required to sustain the demand?

A2 – A majority vote. (p. 281, ll. 30-32.)

Suspend the Rules

Q1 – A motion to “suspend the rules and adopt the main motion without debate,” would require what vote for adoption?

A1 – a 2/3 vote (p. 262, ll. 8-17.)

Q2 – If a society meets quarterly and a member offers a motion to “suspend the rules and postpone this motion by one calendar year,” how should the chair process the motion to suspend the rules?

A2 – The chair should rule the motion out of order. (p. 265, ll. 6-10.)

Take a Recess

Q1 – If the time for pre-scheduled recess arrives and a member moves that the recess not be held, what vote is required for the motion to be adopted?

A1 – a 2/3 vote. (p. 232, ll. 14-16.)

Q2 – The privileged motion to take a recess is a motion that the recess begin when?

A2 – immediately (p. 230, ll. 26-28.)

Question for the Chair

Q Please list the four items *Robert's Rules of Order* provides that a presiding officer should have with him or her while presiding.

A The four items are: (see generally, pp. 450-51.)

- A copy of the bylaws and other rules of the organization
- A copy of the parliamentary authority
- A list of all standing and special committees and their members
- A memorandum of the complete order of business listing all known matters that are to come up

Parliamentary Procedure – Preliminary Round

Afternoon Round

Main Motion: I move that the chapter purchase new desktop publishing software for use by the chapter members for their SAE programs.

Postpone Definitely..... Subsidiary

Amend..... Subsidiary

Withdraw.....Incidental

Parliamentary InquiryIncidental

Raise a Question of Privilege Privileged

Individual Questions for this Round

Postpone Definitely

Q1 – Assume an assembly holds regular monthly business meetings. If a motion is offered at the January regular meeting, how far into the future may the assembly postpone consideration of that motion?

A1 – Until no later than the regular February meeting. (p. 183, ll. 9-14.)

Q2 – If an assembly postpones three separate motions until the same time later in the session, how should the chair decide which motion to take up first when the appointed hour arrives?

A2 – Motions postponed until the same time are taken up in the order in which they were postponed. (p. 187, ll. 7-11.)

Amend

Q1 – An amendment to add the words, “and make it a special order for 3:00 pm” at the end of a main motion would require what vote for adoption?

A1 – a majority vote (p. 133, ll. 19-25.)

Q2 – Under what circumstances, if any, would an amendment be undebatable?

A2 – An amendment is undebatable if the motion to be amended is undebatable. (p. 133, ll. 13-14.)

Withdraw

Q1 – When, if ever, does a member need the consent of the assembly to withdraw a motion?

A1 - After the motion has been stated by the chair, the assembly must give permission for the maker to withdraw the motion. (p. 295, ll. 28-30.)

Q2 – If any member objects to a request that a motion be withdrawn, what vote is required to permit the motion to be withdrawn?

A2 – a majority vote (p. 293, ll. 13-15.)

Parliamentary Inquiry

Q1 – What, if anything, may a member do if the chair responds to a parliamentary inquiry by stating that the member’s proposed motion would be out of order?

A1 – The member may make the motion anyway. (p. 259, ll. 7-9.)

Q2 – Which motions yield to a parliamentary inquiry?

A2 – A parliamentary inquiry takes precedence over any motion with whose purpose the inquiry is connected. (p. 292, ll. 28-30.)

Raise a Question of Privilege

Q1 – If the chair rules that a particular question shall not be admitted as a question of privilege, what vote is required to overturn the chair's decision?

A1 – a majority vote (p. 227, ll. 3-5.)

Q2 – If a main motion is admitted as a question of privilege, how many times may a member debate the question of privilege?

A2 – two times. (p. 223, ll. 31-33, and p. 43, ll. 8-10.)

Question for the Chair

Q Please list five circumstances under which the chair should recognize a member other than the first member to rise and address the chair.

A – List any five of the following: (see generally pp. 378-82.)

- When a member is rising to give previous notice of another motion
- When the maker of the motion has not yet spoken and is seeking recognition
- When a member who has not yet spoken on the question is seeking the floor and all others have already spoken
- When the chair is seeking to alternate between those in favor and those opposed to the motion
- When a member has been designated to make an assigned or prearranged motion
- When a motion has been voted down after a member says in debate that he will offer another motion after its defeat.
- To make a motion to reconsider and enter on the minutes
- To move to reconsider a vote
- To call up a motion to reconsider
- To move to take a question from the table

Parliamentary Procedure – Semi-Final Round

Motion Adopted Earlier in the Meeting: I move that the chapter purchase a new laptop computer and software for the chapter officers to use for FFA business.

Main Motion: I move that the chapter establish a scholarship program for former members pursuing careers in agriculture.

Refer to a Committee Subsidiary

Previous Question Subsidiary

Object to the Consideration of the Question.....Incidental

Point of OrderIncidental

Reconsider..... Motion that Brings a Question Again Before the Assembly

Individual Questions for this Round

Refer to a Committee

Q1 – If a special committee has a matter under consideration and the assembly wishes to order the committee to report at its next regular meeting, what vote would be required to issue that instruction to the special committee?

A1 – A majority vote. (p. 177, ll. 13-17.)

Q2 – If the president appointed all five members of a special committee, and a member later resigns, who or what has the power to fill the vacancy created by the resignation?

A2 – The president has the power to fill the vacancy. The power to fill a vacancy belongs to the appointing power. (p. 177, ll. 19-24.)

Previous Question

Q1 – Under what circumstances does an order for the Previous Question become exhausted?

A1 – An order for the Previous Question is exhausted (1) when all motions on which the Previous Question was ordered have been voted on; (2) when those not yet voted on have either been committed or postponed indefinitely; and (3) at the end of the session in which the Previous Question was ordered. (p. 204, ll. 17-23.)

Q2 – If a motion to Limit Debate has been adopted, what vote is required to adopt a motion for the Previous Question on the same main motion?

A2 – A 2/3 vote. (p. 200, l. 24.)

Object to the Consideration of the Question

Q1 – To what subsidiary motions, if any, does an Objection to the Consideration of a Question yield?

A1 – A motion to Lay on the Table. (p. 267, ll. 26-27.)

Q2 – When, if ever, may the vote on an Objection to the Consideration of a Question be reconsidered?

A2 – A vote sustaining the objection, a negative vote, can be reconsidered. An affirmative vote cannot be reconsidered. (p. 268, ll. 16-17.)

Point of Order

Q1 – If the chair submits a point of order to the assembly for decision and the point of order is debatable, how many times may a member debate?

A1 – One time, except for the chair, who may speak twice. (p. 254, ll. 29.)

Q2 – A continuing breach provides an exception to the general rule that a Point of Order must be raised timely. Please provide two examples of a continuing breach.

A2 – List any two of the following: (p. 251, ll. 9-23.)

- A main motion has been adopted that conflicts with the bylaws
- A main motion has been adopted that conflicts with a previously adopted main motion still in effect
- Any action taken in violation of applicable procedural rules from state, federal, or local law
- Any action taken in violation of a fundamental principle of parliamentary law
- Any action taken in violation of a rule protecting absentees, requiring a ballot vote, or a rule protecting a single member

Reconsider

Q1 – When, if ever, is the motion to Reconsider debatable?

A1 – The motion to Reconsider is debatable in all cases in which the motion proposed to be reconsidered is debatable. (p. 320, ll. 12-15.)

Q2 – A motion to postpone a question to the next meeting and make it a special order requires a 2/3 vote for adoption. What vote would be required to reconsider the vote on this motion?

A2 – Reconsider requires only a majority vote for adoption, regardless of the vote necessary to adopt the motion to be reconsidered. (p. 320, ll. 32-35.)

Question for the Chair

Q1 – What vote would be required to adopt a motion to suspend the rules and elect a temporary presiding officer for the duration of a session?

A1 - A 2/3 vote is required to adopt such a motion. (p. 653, ll. 10-11.)

Q2 – In what circumstances may the chair vote on a question without leaving the chair?

A2 – The chair, if a member of the assembly, may vote (i) on any question decided by ballot, and (ii) on any question in which the chair's vote will determine the outcome of the vote. (p. 405, ll. 19-26.)

Parliamentary Procedure – Final Round

Motion Adopted at a Prior Meeting: I move that the chapter authorize the chapter officers to spend up to \$1,000 on new promotional material for the FFA chapter.

Main Motion: I move that the chapter allocate \$7,500 to send members to the Washington Leadership Conference in 2019.

Postpone Definitely..... Subsidiary

Lay on the Table Subsidiary

Appeal.....Incidental

Suspend the RulesIncidental

Rescind..... Motion that Brings a Question Again Before the Assembly

Individual Questions for this Round

Postpone Definitely

Q1 – If a main motion is disposed of by adopting the unqualified motion to “postpone until the next regular meeting,” under what heading on the order of business does the motion appear at the next regular meeting?

A1 – Unfinished Business and General Orders (p. 186, ll. 9-10 and 20-22.)

Q2 – A motion that is postponed and made a special order for a particular time interrupts any pending business set for that same time except for what four questions?

A2 – (i) to adjourn or recess, (ii) questions of privilege, (iii) special orders made before this special order was made, and (iv) the special order for a meeting. (p. 187, ll. 20-23.)

Lay on the Table

Q1 – If an assembly holds regular monthly meetings and adopts a motion to lay a resolution on the table at its regular February meeting, how long may the motion remain on the table?

A1 – Until the end of the regular March meeting. (p. 214, ll. 19-23.)

Q2 – If a motion to Lay on the Table is rejected, when, if ever, may the motion be renewed?

A2 - A motion to Lay on the Table may be renewed when either (i) there has been sufficient progress in debate sufficient to make it a new question, or (ii) when something urgent arises that was not known to the assembly when it first decided the question. (p. 212, ll. 17-22.)

Appeal

Q1 – When, if ever, is a ruling by the presiding officer not subject to appeal?

A1 – A ruling is not subject to appeal when (i) there cannot possibly be two reasonable opinions as to the question, or (ii) when the chair rules on a point of order raised while an appeal is already pending. (p. 256, ll. 27-36.)

Q2 – When, if ever, is an appeal undebatable?

A2 – An appeal is undebatable if it

- Relates to indecorum or a transgression of the rules of speaking (p. 257, ll. 33-36.)
- Relates to the priority of business (p. 257, ll. 33-36.)
- Is raised while an undebatable question is immediately pending (p. 257, ll. 33-36.)
- Relates to whether a question should be admitted as a question of privilege (p. 228, l. 15.)

Suspend the Rules

Q1 – When, if ever, does a motion to Suspend the Rules require greater than a 2/3 vote for adoption?

A1 – If the rule proposed to be suspended protects a minority of less than 1/3, then the vote required must exceed the minority fraction being protected. (p. 261, ll. 15-17.)

Q2 – If a motion to Suspend the Rules is adopted, for how long is the rule suspended?

A2 – The rule is suspended only for the duration of the current session. (*See generally* p. 265, ll. 12-23.)

Rescind

Q1 – A motion to rescind can be adopted by what three vote thresholds?

A1 – (i) a majority vote with previous notice, (ii) a 2/3 vote without previous notice, or (iii) a vote of a majority of the entire membership (p. 306, ll. 24-31.)

Q2 – When, if ever, may the vote on a motion to rescind be reconsidered?

A2 – A negative vote on the motion to rescind can be reconsidered, but not an affirmative vote (p. 307, ll. 12-13.)

Question for the Chair

Q1 – If the presiding officer relinquishes the chair in order to participate in debate on a pending secondary amendment, when, if ever, should the presiding officer return to the chair after concluding in debate on the secondary amendment?

A1 – The presiding officer should not return to the chair until the underlying main motion has been disposed of by the assembly. (p. 395, ll. 15-18.)

Q2 – Please list the six steps in making and processing a motion.

- A2
- (i) A member makes a motion
 - (ii) A member seconds the motion
 - (iii) The chair restates the motion
 - (iv) Members debate the motion (if debatable)
 - (v) The chair puts the question to a vote
 - (iv) The chair announces the result of the vote

(See generally pp. 32 and 42.)