

Society for Agricultural Education Parliamentarians Accreditation Exam 2021-1 Part II

Multiple Choice

Identify the choice that best completes the statement or answers the question. *Robert's Rules of Order Newly Revised (2020) or other references are not allowed on Part I of the exam.*

- _____ 1. The motion to Raise a Question of Privilege takes precedence over all the motions below except the motion to:
 - a. Amend
 - b. Commit (or Refer)
 - c. Limit Debate
 - d. Recess

- _____ 2. Usually the article on members in the bylaws covers all of the following except:
 - a. The names of the members.
 - b. Classes of members.
 - c. Qualifications or eligibility of members.
 - d. The required fees and dues and the payable due dates.

- _____ 3. What method of voting should the chair use in a large assembly to determine if a question has obtained two-thirds of the votes cast?
 - a. Voice.
 - b. Rising.
 - c. Show of hands.
 - d. Ballot.

- _____ 4. The motion to Postpone Indefinitely is used by:
 - a. The chair to place a main motion on the agenda at the next regular meeting.
 - b. A member to send a main motion to a standing committee.
 - c. Members who wish to change the pending main motion.
 - d. The assembly to show that it does not wish to take a position on the main motion.

- _____ 5. The minimum affirmative vote necessary to adopt a motion to Reconsider is:
 - a. A majority.
 - b. Two-thirds.
 - c. One-third.
 - d. Answer not given. It doesn't require a vote since the chair makes the decision.

- _____ 6. If you were chairman and were unsure on how to rule on a Point of Order, what would you do?
 - a. Ignore it and make a ruling after the meeting and include it in the minutes.
 - b. Submit it to a vote of the assembly.
 - c. Notify the assembly that a ruling would be made after they debate the point of order.
 - d. Consult with all the officers immediately and then make a ruling.

Name: _____

- _____ 7. If a motion for the *Previous Question* fails to gain the necessary votes:
- Debate is stopped on it.
 - The motion to which it was applied is lost.
 - Debate continues on the pending motion as if this motion had not been made.
 - Members may not ask the maker of the motion questions directly for the duration of the meeting.
- _____ 8. If a main motion and a primary amendment are pending, and a motion to lay the main motion on the table is adopted, the amendment itself:
- Can be brought up by any member as a new motion.
 - Becomes the immediately pending question.
 - Dies and is taken up under unfinished business at the next regular meeting.
 - Adheres to the main motion and goes to the table with it.
- _____ 9. If it appears that a motion will require time or study to perfect, it would be appropriate for a member to make a motion to:
- Postpone to a Certain Time
 - Postpone Definitely
 - Commit
 - Amend
- _____ 10. One characteristic of subsidiary motions is that they are:
- Always applied to another motion after they are voted on.
 - The highest ranking of all motions.
 - Applied to any main motion.
 - Only applied to a main motion after it has been amended.
- _____ 11. Which statement below is FALSE regarding main motions?
- They bring business before the assembly.
 - They can be made only while no other motion is pending.
 - It is preferable to avoid a main motion containing a negative statement.
 - They may be proposed even if they present the same question that was previously rejected at the same session.
- _____ 12. The questions acted upon in a deliberative assembly are normally decided by the:
- Officers of the organization.
 - Members who are present at a regular meeting.
 - Members who vote by mail.
 - Entire membership of the organization.
- _____ 13. The object of the motion to Take from the Table is to make pending again a motion that was:
- Postponed to a certain time at the last meeting.
 - Postponed indefinitely.
 - Rescinded.
 - Laid on the table.

Name: _____

- _____ 14. An amendment to an amendment:
- May be amended with the consent of the maker of the secondary amendment.
 - May not be amended.
 - May never be debated.
 - Requires a two-thirds (2/3) vote to be adopted.
- _____ 15. Which article below is generally not included in an organization's bylaws?
- Committees.
 - Parliamentary Authority.
 - Officers.
 - A listing of all the members' legal names and addresses.
- _____ 16. A member of an assembly, in a parliamentary sense, is a person having the right to:
- Examining all the records of the organization.
 - Attend the executive sessions.
 - Participate fully in its proceedings.
 - Debate a motion in detail before it is proposed.
- _____ 17. The basic principle of decision in a deliberative assembly is that:
- Propositions must be adopted by a majority vote.
 - It takes two members to demand a rising vote.
 - A 2/3 vote is required for all amendments.
 - All the decisions of the presiding officer may be reversed by a 2/3 vote.
- _____ 18. If 40 votes are cast, a majority is:
- 20
 - 21
 - 19
 - 18
- _____ 19. MEMBER: (After obtaining the floor) "I move that when this meeting adjourns, it adjourns to meet at 9:00 a.m. next Wednesday." The adoption of this motion establishes a (an):
- Postponed meeting.
 - Adjourned meeting.
 - Recessed meeting.
 - Special meeting.
- _____ 20. The chief advantage of committees is that they allow greater freedom of debate on motions. This means that members can speak:
- Three times on each topic.
 - Only two times, but as long as they wish.
 - on motions even after they are adopted.
 - as many times as they wish.
- _____ 21. The main motion is a motion that:
- Takes precedence over everything.
 - Cannot be applied to any other motion.
 - Can be moved at any time.
 - Always requires a majority vote.

Name: _____

- _____ 22. Which one of the following is usually made by the chairman?
- Primary amendments to a main motion.
 - Reconsidering motions.
 - Referring a motion to a special committee.
 - Declaring that nominations are closed.
- _____ 23. Which motion listed below has the lowest precedence or rank?
- Amend
 - Main
 - Adjourn
 - Commit (or Refer)
- _____ 24. Which of the following terms or phrases deal with the order in which business is taken up in a session?
- Agenda.
 - Order of Business.
 - Orders of the Day.
 - All of the above.
- _____ 25. The agenda for a regular business meeting calls for unfinished business to be taken up:
- Before committee reports.
 - Before new business.
 - Immediately after the call to order.
 - Immediately after the reading of the minutes.
- _____ 26. After a member makes a Point of Order, the chair should always:
- Ask for a second.
 - Determine if the maker wishes to debate it first.
 - Make certain that amendments that are applied to it are germane.
 - Try to make a ruling on it.
- _____ 27. Who has the duty to determine if a quorum is present before a meeting is called to order?
- Secretary.
 - Parliamentarian.
 - Presiding officer.
 - Vice President.
- _____ 28. Which of the following must be ordered after a demand by only one member?
- Object to the Consideration of a Question.
 - Division of the Assembly.
 - Withdrawal of a Motion (during debate).
 - Previous Question.
- _____ 29. Motions that do not relate to the pending business, but are so important that they may interrupt anything else are called:
- Main motions.
 - Privileged motions.
 - Subsidiary motions.
 - Incidental motions.

Name: _____

- _____ 30. The motion to Rescind can be applied to a:
- Main motion which has been adopted.
 - Contract when the party has been informed.
 - Resignation which has been acted upon.
 - Negative result of an appeal.
- _____ 31. If you wanted to propose a time limit in the discussion of a main motion, what would you say after obtaining the floor?
- "I move to limit debate to twelve more minutes."
 - "I move we vote on this motion immediately."
 - "I move to limit the previous question."
 - "I move to close debate."
- _____ 32. The only action that can legally be taken in the absence of a quorum is:
- Fix the Time to Which to Adjourn.
 - Recess or Adjourn.
 - Take measures to obtain a quorum.
 - All of the above.
- _____ 33. If you were the presiding officer and several members addressed the chair at about the same time after a motion was made, you should call on the member who:
- Has already debated twice.
 - Has the same opinions as all the other previous speakers.
 - Has debated once.
 - Made the motion and has not debated.
- _____ 34. Which motion would you propose if you wanted to close debate and vote immediately on a pending motion?
- Postpone Definitely.
 - Previous Question.
 - Lay on the Table.
 - Amend.
- _____ 35. The privileged motion to Call for the Orders of the Day is used primarily to:
- Order the chairman to take an immediate recess.
 - Require that a meeting conform to its agenda.
 - Indicate to members when a point of order may be called.
 - Write orders for all committees to complete their tasks by a specific time.
- _____ 36. In order that business can be legally transacted in an assembly, a quorum is necessary. A quorum in an assembly is the number of members entitled to vote who:
- Are present.
 - Must vote.
 - Must be present.
 - May be present.
- _____ 37. The first article in an unincorporated society's bylaws lists the society's:
- Members.
 - Name.
 - Officers.
 - Meeting times.

Name: _____

- _____ 38. To consider a motion later in the same meeting, a member may:
- Postpone the motion definitely.
 - Lay the motion on the table.
 - Refer the motion to a committee.
 - Call for the orders of the day on the motion.
- _____ 39. Before members can make a motion or debate, they must rise and address the chair and:
- Then must be recognized by the chair.
 - Ask the chair if they may speak.
 - Then speak in favor of the proposed motion.
 - Ask the assembly for recognition and then speak.
- _____ 40. Which motion below enables a majority of the assembly to bring back for further consideration a motion that has already been voted on?
- Amend
 - Postpone Indefinitely
 - Reconsider
 - Previous Question
- _____ 41. Which one of the following subsidiary motions should be proposed if you want to change the wording of a main motion?
- Postpone Indefinitely.
 - Commit (or Refer).
 - Amend.
 - Previous Question.
- _____ 42. Main motions should start with the words:
- "I move that..."
 - "I so move..."
 - "I wish to move..."
 - "I motion that..."
- _____ 43. All subsidiary motions can be applied to:
- An original main motion.
 - A Point of Order.
 - Themselves.
 - Third degree amendments.
- _____ 44. Before a member of an assembly is allowed to speak or propose a motion, he or she must "obtain the floor." This means that the member must:
- Rise and come before the assembly before speaking.
 - Obtain permission from the assembly before addressing the chairman and speaking.
 - Rise, address the chair, and wait to be recognized before speaking.
 - Address the chair and then speak.
- _____ 45. The motion to *Postpone Indefinitely* is used when a member of the assembly wishes to avoid:
- An undesirable consequence.
 - A direct vote on the question.
 - An embarrassing matter.
 - The motion by postponing it to the next meeting.