

SENATE BILL F04-01
September 27, 2004

TITLE: Adoption of the 2004-2005 Standing Rules.

WHEREAS: Some procedures of the Graduate and Professional Student Senate necessarily change from year to year, and

WHEREAS: The addition of those procedures to the GPSS Constitution or By-Laws would make them inconveniently difficult to change, and

WHEREAS: The GPSS has traditionally addressed this problem by adopting a set of Standing Rules, be it therefore

ENACTED: That the appended Standing Rules be adopted and remain in force until the September 2005 meeting of the GPSS.

APPENDIX: 2004-2005 Standing Rules.

Sponsors: Etzel, Gelder, Greene, King, Patridge, Thorp, Wemhoff

Michelle Bohan, President

Jo Etzel, Parliamentarian

ISU GRADUATE AND PROFESSIONAL STUDENT SENATE
STANDING RULES
2004-2005

1. The following rules are guidelines for the Senate. They may be revised, suspended, or discontinued by the approval of the appropriate motion by a simple majority of Senators voting at the meeting of the Senate.
2. These rules shall be reviewed by the Parliamentarian and the Rules Committee at least once each year and shall be presented for adoption, with any revisions made, to the Senate no later than its September meeting.
3. The Senate shall meet on the last Monday of each month, unless otherwise arranged.
4. The chair of the Senate shall strive to follow the guidelines for assigning the floor to speakers as stated in Robert's Rules of Order, so as to provide balance and order to the debate.
5. The Chair shall recognize the first request from the floor. The right to the Senate floor is open to all persons attending the Senate session. Each speaker's right to the floor shall not exceed five minutes for each issue at the meeting, except for committee reports.
6. The Senate may not take final action on a bill or resolution until a sponsor presents the final version clearly to all Senators present at the meeting.
7. Procedure for the submission of bills and resolutions to the Senate:
 - a. Bills and resolutions to be proposed must be submitted to the Parliamentarian ten days before the regular Senate meeting.
 - b. One week before the regular Senate meeting, the sponsor of the legislation must send it to the Secretary to be included on the agenda and forwarded to the Senators prior to the meeting.
 - c. If there is an urgent situation, and these deadlines cannot be met, legislation can still be brought before the Senate providing the following:
 - i. The Senate votes to allow an addition to the agenda.
 - ii. The sponsor brings enough paper copies of the legislation for each Senator and Executive Council officer.
 - d. The sponsor of the bill or resolution must prepare a short speech outlining their vision for the legislation.
 - e. If the bill or resolution is passed, the sponsor has the responsibility to see that action mandated by the legislation occurs.
8. Procedure for discussion:
 - a. General discussion of a particular subject can be held by passing a Motion to Discuss.

- i. No action aside from debate is possible under this motion, but it is appropriate to make a motion calling for action after debate under the Motion to Discuss has ended.
 - ii. Any Senator may make a Motion to Discuss during the Senate Forum or the committee reports.
 - iii. The Motion to Discuss is non-debatable, requires a second, has the rank of a main motion, and is passed by a simple majority of the Senators present at the meeting of the Senate.
 - b. Discussion will be limited to a maximum of fifteen minutes, with each speaker allotted a maximum of five minutes speaking time.
 - c. The Chair will remind Senators of the maximum speaking and discussion time after the Motion to Discuss has been passed.
 - d. The discussion period ends:
 - i. When fifteen minutes have elapsed, unless a motion is made to extend the time limit of debate for one ten-minute period, which requires a second and a two-thirds majority to pass.
 - ii. When a motion is made to end the debate. This motion requires a second and a two-thirds majority to pass. If two-thirds majority is not met, then debate continues.
9. Debate following a motion will be limited to a maximum of fifteen minutes, with each speaker allotted a maximum of five minutes speaking time.
 - a. The question may be called during debate. At that time a vote to call the question must be taken. A two-thirds majority is required to call the question. If two-thirds majority is not met, then debate continues.
 - b. To end debate the Senate must either:
 - i. Vote on the issue.
 - ii. Vote to table the debate.
 - iii. Vote to send the issue to committee for further study.
 - iv. Vote to extend the time limit of debate for one ten-minute period after which only the first three options are available.
10. Two types of amendments can be made to a bill or resolution:
 - a. Friendly amendments (minor changes which do not change the original intent of the bill or resolution): spelling errors, punctuation, word usage and short clarification. The Chair will call for anyone opposed to the amendment. If no one is opposed, it passes by silent consent.
 - b. Other amendments (major changes which might change the original intent of the bill or resolution): striking portions of the bill/resolution, large additions or long clarification. These amendments must be written down and passed to the Chair.
 - i. After the amendment is made, there will be a total of five minutes of debate on the amendment. The proponent of the amendment will be given approximately two minutes to explain and support the amendment. There will be approximately two minutes for rebuttal of the amendment. The five minutes of debate counts against the fifteen minutes of debate for the bill/resolution.
 - ii. Major amendments are passed by a simple majority vote.