



## **GPSA Council Fall 2018 Standing Rules**

### Section I: Meeting

1. Meetings of the GPSA Council shall be held in accordance with the GPSA Constitution, Bylaws, and any relevant resolutions passed to date in the session.
2. Public Notice of the regularly scheduled meeting and the agenda shall be sent out via the GPSA listserv at least one (1) calendar week prior to the meeting and accessible on the public website [www.gpsa.unm.edu](http://www.gpsa.unm.edu).
3. Council meeting minutes must be noted as “draft” and made accessible within six (6) academic days from the meeting on the public website, [www.gpsa.unm.edu](http://www.gpsa.unm.edu)
4. Regular Council meetings will be held on the last Saturday of each month during the semester, unless otherwise announced by the Council Chair.
5. Participation by telecommunication is not permitted at Council meetings.
6. A quorum consists of council representatives from a minimum of six (6) separate RDSA’s physically present at a council meeting.

### Section II: Agenda

The Agenda for regularly scheduled Council meetings shall consist of the following sections:

- I. Roll Call
- II. Opening Business
  - a. Approval of the Agenda
  - b. Approval of the Minutes
  - c. Media & Gallery
- III. Guest Speakers
- IV. Officer Reports
  - a. President’s Report
  - b. Council Chair’s Report
- V. Executive Committee Reports
  - a. Standing Committees
    - i. Legislative Steering Committee
    - ii. Finance Committee
  - b. Ad Hoc Committees
- VI. Action Items
  - a. Mandated Items
  - b. Emergency Items
  - c. Unfinished Business
  - d. New Business



- VII. Council Announcements
- VIII. Upcoming Meetings
- IX. Adjourn

The Agenda for Special meetings shall consist of the following sections:

- I. Roll Call
- II. Approval of the Agenda
- III. Media and Gallery
- IV. Officer Reports
- V. Emergency Items
- VI. Adjourn

#### Section III: Parliamentary Authority

##### Parliamentary Authority

1. The parliamentary authority of the GPSA Council's 2018-19 Session shall be the most recent 11<sup>th</sup> edition of Robert's Rules of Order Newly Revised
2. In cases of conflict, The GPSA Constitution and Bylaws and Council Standing Rules will supersede Robert's Rules of Order.

#### Section IV: Speaking Rules

##### Media & Gallery, Guest Speakers, and Council Announcements

1. Each member of the media and gallery shall be allotted one (1) speaking period of three (3) minutes.
2. The total time allotted to media and gallery shall not exceed thirty (30) minutes.
3. Each scheduled guest speaker shall be allotted one (1) speaking period of fifteen (15) minutes to address Council, unless otherwise announced by the Council Chair no later than 24 hours before the meeting.
  - a. Each guest speaker's speaking period shall be followed by up to ten (10) minutes of questions from Council representatives.
4. Each representative shall be allowed up to one (1) speaking period of up to three (3) minutes during Council Announcements.



## Debate

1. Representatives are in order only when a motion is on the floor or when making motion and recognized by the Chair.
2. Representative's credentials and/or Proxy must be submitted and approved by the Chair in accordance with the Constitution and Bylaws in order to be allowed a vote.
3. Each Representative is allotted a maximum of two (2) speaking turns of three (3) minutes each per motion on the floor.
  - a. Representatives may announce any conflict of interest in a point of order that does not count toward their two allotted speaking turns.

## Reports

1. The GPSA President and Council Chair shall be allotted no more than ten (10) minutes each for their report.
2. Each Standing committee report shall be no more than five (5) minutes for a report given orally.
  - a. The preferred procedure for standing committee reports shall be written report submitted no later than five (5) academic days prior to the Council meeting. In such case, the chair of that committee shall stand for questions from the Council Representatives for up to five (5) minutes.

## Section V: Adoption, Suspension, Amendment

1. The standing rules shall be adopted by a two--thirds (2/3) vote of the credentialed voting representatives present at the first meeting of each semester.
2. Two--thirds (2/3) vote of the credentialed voting representatives present at Council meeting may amend or suspend these standing rules