

OSSTF TTBU Council

Rules of Order

Procedures

1. Each person shall be recognized by, and address, the Chair in the order determined by these procedures and when they have been identified with the appropriate colour they wish to speak on.
2. The Procedures in preparing the Council Agenda must be followed.
3. The Chair shall begin the meeting at the time scheduled for Call to Order.
4. The meeting will continue until Adjournment.
5. Virtual Council Reps must change their screen name to be <first name, last name, Branch>. Failure to do so will result in removal from the meeting.
6. Virtual Observers must change their screen name to be <OB: first name, last name>. Failure to do so will result in removal from the meeting.

Debate

7. There shall be 4 coloured indicators used during debate:
 - (a) **WHITE**: speaking in favour of the motion (90 second time limit)
 - (b) **BLUE**: speaking against the motion (90 second time limit)
 - (c) **YELLOW**: used for other actions including calling for an amendment to the motion on the floor, call the question, questions to the Chair or to the mover through the Chair, motions to refer, postpone, limit or extend limits of debate (60 second time limit). Answers to the questions are not timed. This colour shall be used for Subsidiary Motions (i.e. amendments), and specific Incidental Motions (i.e. Division of a Question).

TTBU Members may only ask one question each time they are recognized by the chair on YELLOW.
 - (d) **RED**: used for Questions of Privilege, Points of Order, Challenges to the Chair, Suspension of Rules, or Rising Votes, and may interrupt debate upon recognition by the speaker (90 second time limit). Privileged Motions and other Incidental Motions may only be made through the use of this colour. Red shall not be used for announcements.
8. Once a Member has identified the colour they wish to speak on they will be placed into sequence. Changing colours may change the order of speakers.
9. When speaking, Members shall first state their name, Branch, and the colour they are speaking on.
10. Only a Council Representative can move a motion, second and vote on motions.

11. The mover of the resolution shall be heard first, followed by the first BLUE speaker. Subsequent debaters shall rotate in the order of YELLOW, WHITE, BLUE speakers.
12. If there are TTBU Members waiting to speak and at least four debaters have been heard, the Chair shall judge the debate as exhausted whenever the remaining TTBU Members on the speakers' list are all WHITE or all BLUE.
13. The appropriate form must be used to submit motions. Amendments must be submitted to Steering in writing prior to debate of the amendment.

Voting

14. Votes will be taken as follows and in the following order:
 - i. First Council Delegates will cast their vote;
 - ii. If not conclusive, or at the request of a single Council Representative using RED, the Chair will request Council Representative to identify themselves (Council Representatives who are unable to identify themselves should notify Steering so that arrangements can be made);
 - iii. If not conclusive, or at the request of a single Council Representative using a RED, the Chair will call for a counted vote;
15. At the conclusion of this procedure, the Chair will announce if the motion carried or failed.

Authority for Procedures

16. The Council Guide shall be the authority for all procedures not addressed by the above procedures.
17. Past Practice shall be the authority for all procedures not addressed by the above procedures.
18. The Provincial OSSTF Rules of Order shall be the authority for all procedures not addressed by the above procedures.
19. Robert's Rules of Order Newly Revised (current version) shall be the authority for all procedures not addressed by the above procedures.

ADOPTED September 2020