

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 standing at a microphone with one coloured card.
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.

Debate

5. There shall be 4 coloured indicator cards used during debate:
6. **WHITE**: speaking in favour of the motion (90 second time limit).
7. **BLUE**: speaking against the motion (90 second time limit).
8. **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, parliamentary inquiry to the Chair, limit or extend limits of debate (60 second time limit). Answers to the questions are not timed. This card shall be used for Subsidiary Motions (i.e. amendments), and specific Incidental Motions (Division of a Question).
9. TTBU Members must go to the end of the line to ask additional or supplemental questions.
10. **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 card. Red cards shall not be used for announcements.
11. When approaching and waiting at a microphone, Members must continuously show a card so they can be properly identified by the Spotter. Changing cards while in line may change the order of speakers.
12. When speaking, Members shall first state their name and their Branch.
13. Only a Council Representative can move a motion, second and vote on motions.
14. The mover of the resolution shall be heard first, followed by the first BLUE card. Subsequent debaters shall be alternate among YELLOW, WHITE, BLUE cards.
15. If there are TTBU Members at the microphones 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 PRO or all CON.
16. The appropriate form must be used to submit motions. Amendments must be submitted to the Steering desk in writing prior to debate of the amendment.

Voting

17. Votes will be taken as follows and in the following order:
 - i. First by a show of voting cards;
 - ii. If not conclusive, or at the request of a single Council Representative using a RED card, the Chair will request Council Representatives stand (Council Representatives who are unable to stand 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 card, the Chair will call for a standing counted vote.

18. At the conclusion of this procedure, the Chair will announce only if the motion carried or failed.

Authority for Procedures

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

Adopted: September 19, 2019