



## **Rensselaer Union Executive Board Special Rules of Order**

### **AUTHORITY**

In accordance with Article V, Section 7 of the Executive Board Bylaws, the President has determined that special rules order are necessary; the Executive Board hereby adopts the following special rules of order, which supersede any other rules of order in cases which these special rules of order apply.

Adopted June 2<sup>nd</sup>, 2015

11-0-0

Amended September 20<sup>th</sup>, 2015

15-0-0

### **FISCAL POLICY**

When questions of fiscal policy come before the Executive Board, it is necessary for the Board to have modified rules of order. As fiscal policy decisions often come before the Board in the form of a proposal from a Union organization or other student organization, the Board requires a more open discussion than that of the standard in parliamentary procedure. At the discretion of the President, the Executive Board shall use the following rules of order during debate:

1. The President shall introduce the proposal and presenter(s), if appropriate.
2. The presenter(s) shall speak on the proposal, giving any relevant information and context.
3. After the presentation, the President shall open the floor for discussion on the proposal. During this time, the Board may clarify its understanding of the proposal by questioning the presenter(s). The President shall choose a method by which a Representative obtains the floor.
4. When the discussion has been exhausted, the President shall instruct the Representative responsible for the presenting organization to write a motion based on the previously formed consensus. This motion must then be seconded by another member of the Board.
5. The President shall read aloud the motion, and open the floor for discussion on how the motion is worded. If a Representative suggests changes to the motion, it may be amended by the author, with the consent of the second. After each change the President shall read aloud the motion and open discussion on how the motion is worded.
6. When discussion on the wording is exhausted, the President shall open discussion on the merits of the motion. Any amendments or changes to the motion at this time must receive a majority determined by a voice vote, unless a show of hands is requested by a Representative or deemed necessary by the President.
7. When discussion on the motion has been exhausted, the President will call for a formal vote to be taken. If more motions need to be made to address the proposal of the presenters, they will follow the same procedure as the first motion.



## **ELECTRONIC VOTING**

In cases where the Executive Board must conduct business, but is unable to meet, the President may entertain a motion to be voted on by means of an electronic vote through a proxy meeting. An electronic vote shall not be held if one quarter of the Executive Board Representatives object. A Representative shall make a motion via e-mail sent to every Representative and the President or via the Executive Board Facebook group, so long that all Representatives and officers of the Executive Board are included in the Facebook group. This motion does not need a second. When authorizing an electronic vote the President must establish a voting period of at least 24 hours and not more than 7 days. Once this time period has been set, it cannot be altered. Quorum must be reached in the time period set by the President in order for an electronic vote to be valid and binding.

In the case of an e-mail vote, in order for a Representative's vote to be valid, his or her response e-mail must clearly indicate affirmative, negative, or abstention and be sent to the President and to all Executive Board Representatives. In the case of a Facebook vote the President shall determine a method that allows Representatives to clearly indicate their affirmative or negative vote or abstention from the vote that can be viewed by all other Representatives.

The President may use another medium for an electronic vote with the approval of the Vice President and Policies Committee Chair so long as the method meets the requirements placed on email and Facebook voting set forth previously in these rules of order.

The discussion thread of any electronic medium where the motion in question was discussed shall constitute the minutes of the meeting. These discussion threads shall be made public as minutes by the Secretary with the omission of any private or personal information such as but not limited to email address, phone number, place of residence, employment status, etc.