

THE MAJORITY RULES – BUT WHY LET THEM?

Telling is not Teaching

Listening is not Learning



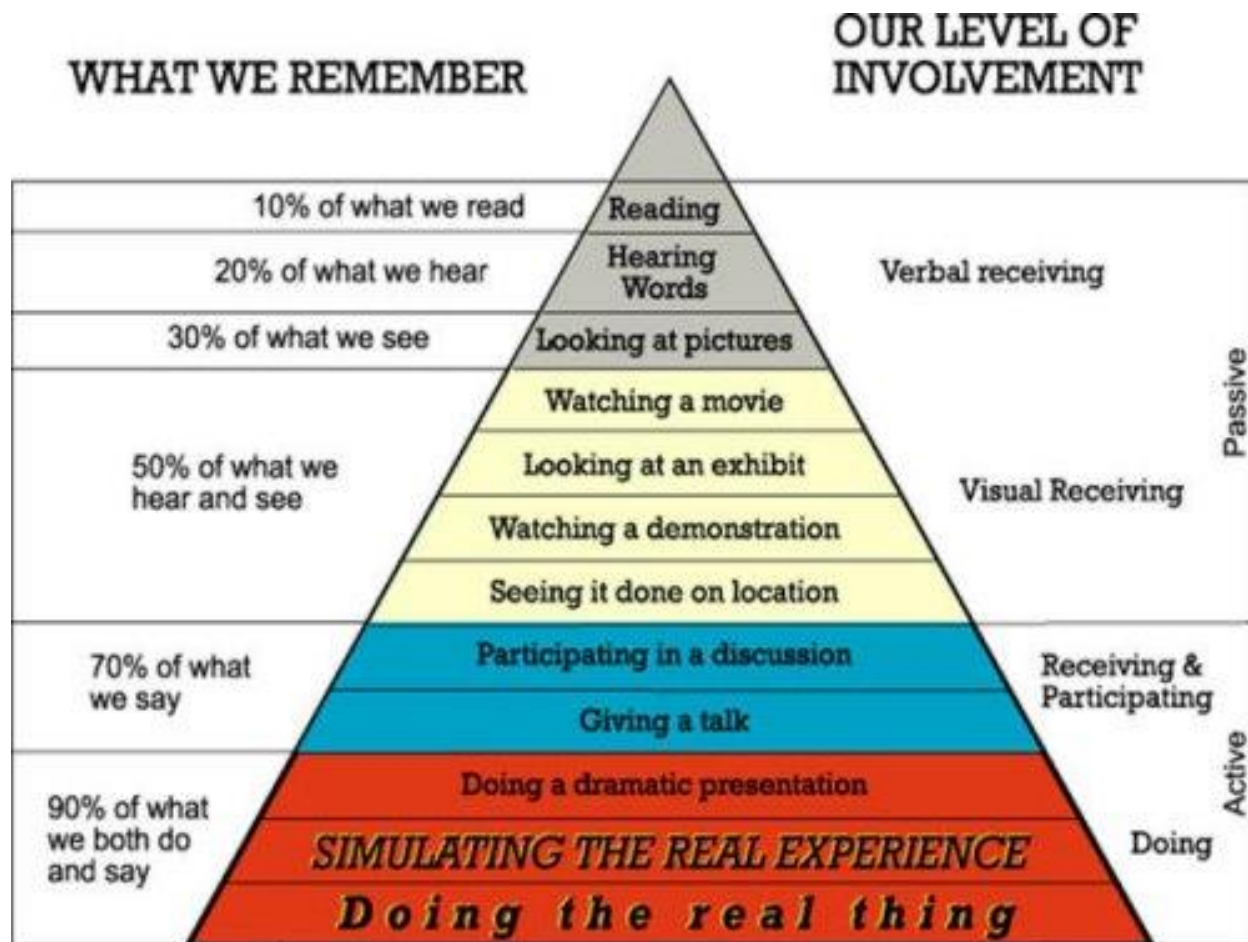
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NAP District 8 -- June 1, 2013



1. Teaching means changing the behavior of the learner
2. Teaching requires a 3 way communication.
3. The most effective way to learn a topic is to teach it to someone.
4. Lecture and PowerPoint are effective for a multiple choice memory test.
5. Teaching is the moving of information from short-term to long-term memory.
6. Passive listeners memorize facts; active learners apply concepts.
7. Students learn more from practicing than from listening to lectures.



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Samples of Interactive Teaching in Parliamentary Procedure.

1. Interactive Script to illustrate common concepts choreographed and interrupted to test the learner's understanding of ranked motions.
See Sample 1 and Ranking of Selected Motions Chart (page 4)
2. Member created script for a specific concept but videotaped for YouTube and state association website.
3. Unscripted drill on presiding skills with roles for secretary, parliamentarian, and with motions unknown to the chair.
See Sample 2 (page 8)
4. Incidental Cases based on realistic situations from the association's bylaws.
5. Unscripted meeting with assigned but unknown motions similar to parliamentary procedure judging drills.
See Sample 3 (page 9)
6. Scrambled cards each listing the parts of a parliamentary concept (e.g., agenda, minutes, hierarchy of governance, bylaw articles, motion steps, ranked motions, etc.).
See Sample 4 (page 9)
7. Clarify 2 related parliamentary concepts with one drill that forces the consideration of both as a discussion.
See Sample 5 (page 10)
8. Count actual votes in a mock election but include all the types of legal and illegal votes per RONR.
9. Drill board members with a situation that is realistic to their association on the steps to amend their own bylaws.
10. Create parliamentary puzzles so as to learn by creating not simply by solving.
See Sample 6, 7, and 8 (page 11, 12)

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Sample 1: Illustration of Common Parliamentary Concepts

We join the regular monthly meeting during the 'New Business' part of the agenda.

[Seven speaking roles – CH, A, B, C, D, E, Z]

CH: Our first New Business is the \$1,000 CTA donation.

A: Madam Chair *[Rises and is recognized]*

I move to buy audio/visual equipment with the \$1,000 CTA donation.

Z: Second

[Emphasize the correct wording.]

CH: It is moved and seconded to buy audio/visual equipment with the \$1,000 CTA donation.

Are you ready for the question? *[Or, - Is there any debate? Are you ready to vote?]*

A: and B: *[Simultaneously]* Madam Chair. *[Who should be recognized?]*

A: *[Is recognized and gives 2 sentences in support of her motion and then sits down.]*

B: Madam Chair *[Rises and is recognized]*

I move to amend the main motion by inserting “for the Annual Meeting” before the word, “with”.

Z: Second

CH: It is moved and seconded to insert “for the Annual Meeting” before the word, “with”.

If amended the motion would read, “to buy audio/visual equipment for the Annual Meeting with the \$1,000 CTA donation.”

Are you ready for the question?

B: and C: *[Simultaneously]* Madam Chair. *[Who should be recognized?]*

B: *[Is recognized and gives 2 sentences in support of her amendment and then sits down.]*

C: Madam Chair *[Rises and is recognized]*

I move to postpone the motion indefinitely.

CH: The motion is not in order at this time. Is there any further discussion?

[But, why? Explain the Ranking of Motions Char.t]

C: OK, then, I move to postpone the motion because we need more information, and ...

CH: *(Interrupting Ms. C)* You are discussing your motion before it is on the floor. We do not even have a second, yet.

Z: Second

CH: It is moved and seconded that the motion be postponed until the next meeting.

Are you ready for the question? *[Silence]*



CH: The question before you is to postpone the motion until the next meeting.

[Emphasize the correct wording.]

All in favor of the motion indicate by saying, 'Aye'. *[Silence]*

All opposed to the motion indicate by saying, 'No'. *[All say, 'No'.]*

The 'Noes' have it. The motion is lost.

The motion will not be postponed.

The question before you is the amendment to insert "for the Annual Meeting" before the word, "with".

Are you ready for the question?

D: Madam Chair *[Rises and is recognized]*

I move to refer the motion to the Acquisitions Committee with instructions to report next month.

Z: Second

CH: It is moved and seconded that the motion be referred to the Acquisitions Committee with instructions to report next month.

Are you ready for the question? *[Silence]*

CH: *[Emphasize the correct wording.]*

All in favor of the motion indicate by saying, 'Aye'.

[Entire right side of the room says, 'Aye'.]

All opposed to the motion indicate by saying, 'No'.

[Entire left side of the room says, 'No'.]

The 'Ayes' have it. The motion is adopted.

Z: Division. Division.

CH: Division of the assembly has been called. *[Explain the voting process and purpose.]*

All in favor of the motion please rise. *[Entire right side of the room rises. No count is taken.]* Thank you. Please be seated.

All opposed to the motion please rise. *[Entire left side of the room rises. No count is taken.]* Thank you. Please be seated.

The 'Noes' have it. The motion is lost.

The motion will not be referred.

CH: The motion before you is the amendment to insert "for the Annual Meeting" before the word, "with". Are you ready for the question? *[Silence]*

All in favor of the motion indicate by saying, 'Aye'. *[Everyone says, 'Aye'.]*

All opposed to the motion indicate by saying, 'No'. *[Silence]*

The 'Ayes' have it. The amendment is adopted.

The motion now reads, "to buy audio/visual equipment for the Annual Meeting with the \$1,000 CTA donation."



Are you ready for the question?

E: Madam Chair *[Rises and is recognized]*

I move the previous question.

Z: Second

CH: The previous question has been demanded. *[Explain the voting process and purpose.]*

As many as are in favor of closing debate and ordering the previous question, please rise.

[All rise] Thank you. Please be seated.

As many as are opposed to closing debate and ordering the previous question, please rise.

[No one rises] Thank you.

There are 2/3s in the affirmative. The motion is adopted.

The previous question is ordered.

CH: *[Emphasize the correct wording.]*

The motion before you is, "to buy audio/visual equipment for the Annual Meeting with the \$1,000 CTA donation."

All in favor of the motion indicate by saying, 'Aye'. *[Everyone says, 'Aye'.]*

All opposed to the motion indicate by saying, 'No'. *[Silence]*

The 'Ayes' have it. The motion is adopted.

The treasurer is instructed to research the possibilities.

The next item on the agenda is ...

Sample 1 Page 3



Sample 1: Ranking of Selected Motions

	Interrupt	Second	Debate	Amend	Vote
PRIVILEGED MOTIONS					
13. Fix the Time to Which to Adjourn		S		A	M
12. Adjourn		S			M
11. Take a Recess		S		A	M
10. Raise a Question of Privilege	I				C
9. Call for the Orders of the Day	I				C**
SUBSIDIARY MOTIONS					
8. Lay on the Table		S			M
7. Previous Question		S			2/3
6. Limit or Extend Limits of Debate		S		A	2/3
5. Postpone to a Certain Time		S	D	A	M**
4. Commit (Refer)		S	D	A	M
3. Amend		S	D**	A	M
2. Postpone Indefinitely		S	D		M
1. MAIN MOTION		S	D	A	M
INCIDENTAL MOTIONS (No Ranking)					
Appeal	I	S	D		M
Division of Assembly	I				**
Point of Order	I				C**
Request for Information					C
BRING AGAIN BEFORE ASSEMBLY					
Rescind/Amend Something Prev Adopted		S	D**	A	**
Reconsider		S	D		M
Discharge a Committee		S	D**	A	**
Take from the Table		S			M

** See Robert's Rules
 C Chair Decides
 I Can Interrupt

S
 A, D
 M or 2/3

Requires a Second
 May be Amended, Debated
 Vote Required to Adopt

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Sample 2: Unscripted Drill on Presiding Skills

Roles:

1. **Presiding Officer:** Handles motions, secondary motions, points of order, etc. with the help of the Parliamentarian and the Secretary.
2. **Secretary:** Keeps track of the motions and amendments. At any time the Presiding Officer may turn to the Secretary and say, "Please read the motion as it stands now."
3. **Parliamentarian:** Assists the Presiding Officer who at any time may turn to the Parliamentarian and ask, "Is that motion in order?", "Does that take a 2/3 vote?", "Can that motion be amended?"

This is a drill for the Presiding Officer and the members of the assembly to use the correct parliamentary form/wording, as well as to adhere to the ranking/characteristics of the secondary motions. Each motion should be closed with the 4 announcement points.

- If a member doubts a vote, the member should move for Division of the Assembly.
- If the chair mishandles a motion, any member should make a Point of Order.
- If a member needs information, the member should move a Request for Information.

Motion 1: Be specific. (Form = p. 189)

A: Move to donate an amount of money to a local school.

B: Amend the motion by deleting a word.

C: While the amendment is being discussed, move to postpone the motion to the June meeting. (This is the April monthly meeting).

Motion 2: Be specific. (Form = p. 217)

A: Move to donate an amount of money to a local school.

B: Amend the amount.

C: While the amendment is being discussed, move to table the motion, just because you do not like the motion.

Motion 3: Be specific. (Form = p. 178)

A: Move to donate an amount of money to a local school.

B: Amend the motion by deleting a word.

C: While the amendment is being discussed, move to send this to a committee. (Five Parts for this motion: Chair should ask you which committee, composed of what members, chaired by whom, assigned to do what, and report when. Tell him.)

D: While the motion to commit is being discussed, amend one of the 5 parts of this motion.

Motion 4: Be specific. (Form = p. 223)

A: Move to donate an amount of money to a local school.

B: Amend the amount.

C: While the amendment is being discussed, call for the orders of the day.

D: While the call for the orders of the day is pending, object and move to set aside the orders of the day.

Motion 5: Be specific. (Form = p. 241, 245)

A: Move to donate an amount of money to a local school.

B: Amend the amount so that the money goes to a church.

C: While the amendment is being discussed, move to set up an adjourned meeting.

D: When the adjourned meeting is set, move to adjourn.

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Sample 3: Unscripted Meeting Similar to Parliamentary Contests (modified)

Objective of Drill: All participants vote to prevent the disposal of the motion until all members have had an opportunity to move their 2 motions.

1. All participants, except the chair, receive a card with the motion and assignments on it.
2. Participants second motions as appropriate.
3. Participants make their assigned motions in a sequence that assures the objective of the drill.
4. Cards and assignments for each participant during this mock meeting:
 - a. Chair: No card. Serves as chair and as parliamentarian.
 - b. Secretary: Reads the motion after the chair calls the meeting to order and takes RONR minutes.
 - c. Member A: Assigned to Amend the motion and to make an Incidental motion.
 - d. Member B: Assigned to Refer the motion and to make a Privileged motion.
 - e. Member C: Assigned to Postpone the motion and to make another Subsidiary motion.

Sample 4: Unscramble Parts of a Parliamentary Concept

1. Take 13 cards.
2. On each card write the name of a ranked motion.
3. Scramble the cards.
4. Ask a learner to sequence the cards correctly according to Robert's Rules.
5. As the learner illustrates his sequence, have him read the card and add if the motion can be amended. Next time he performs the drill, have him state whether the motion can be debated.

Do the same for parts of other parliamentary concepts such as the agenda, the minutes, documents of governance, bylaw articles, steps to handling a motion, etc.

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Sample 5: Suspend the Rules and Breaches of Rules

When an assembly wishes to do something it cannot do without violating its regular rules, it can adopt to **'Suspend the Rules' that interfere with the proposed action** (page 260).

This motion cannot be debated or amended, however it does have other restrictions.

This information is very similar to Points of Order as they relate to a breach of a continuing nature (page 251)?

- I. A Standing Rule may be suspended with a majority vote.
- II. Rules of Order (Robert's) may be suspended with a 2/3 vote (except FPPL).
- III. The following may not be suspended even with unanimous consent.
 - A. Bylaws or Constitution unless they provide for their own suspension.
 - B. Federal, State, or local laws
 - C. Fundamental Principles of Parliamentary Law (FPPL, page 263):
 - 1. Rule that allows only one question at a time
 - 2. Rule that allows only members to vote
 - 3. Rule that prohibits absentee or cumulative voting
 - 4. Rule that protects absentees or basic rights of individuals
 - a. Rule requiring presence of a quorum
 - b. Rule requiring a notice
 - c. Rule protecting the right to attend meeting, make motion, speak in debate, and vote

Sample Wording

"I move to suspend the rules that interfere with listening to the committee's report."

For each of the following rules,

1. Move a motion to **suspend the rules that prohibit** the action;
2. State if the rule can be suspended; and
3. State what the necessary vote for adoption would be.
4. Also, if this associated rule had been violated could a member raise a Point of Order days later claiming a breach of a continuing nature (page 251)?

You want to **suspend the rules that prohibit** the following actions. Make the motion and explain whether a violation would be of a continuing nature: ('Depends' is a not an answer.)

- a. To allow delegates to sit wherever they wish
- b. To allow a speaker to debate an additional 2 minutes
- c. To allow smoking in the assembly room
- d. To allow voting by mail
- e. To allow election of officers by a show of hands
- f. To take up 2 motions at one time
- g. To allow the voting in the absence of a quorum
- h. To allow members at the convention without their required name tags
- i. To dispense with the listening to the Treasurer's Report
- j. To not require a resolution in writing at the convention

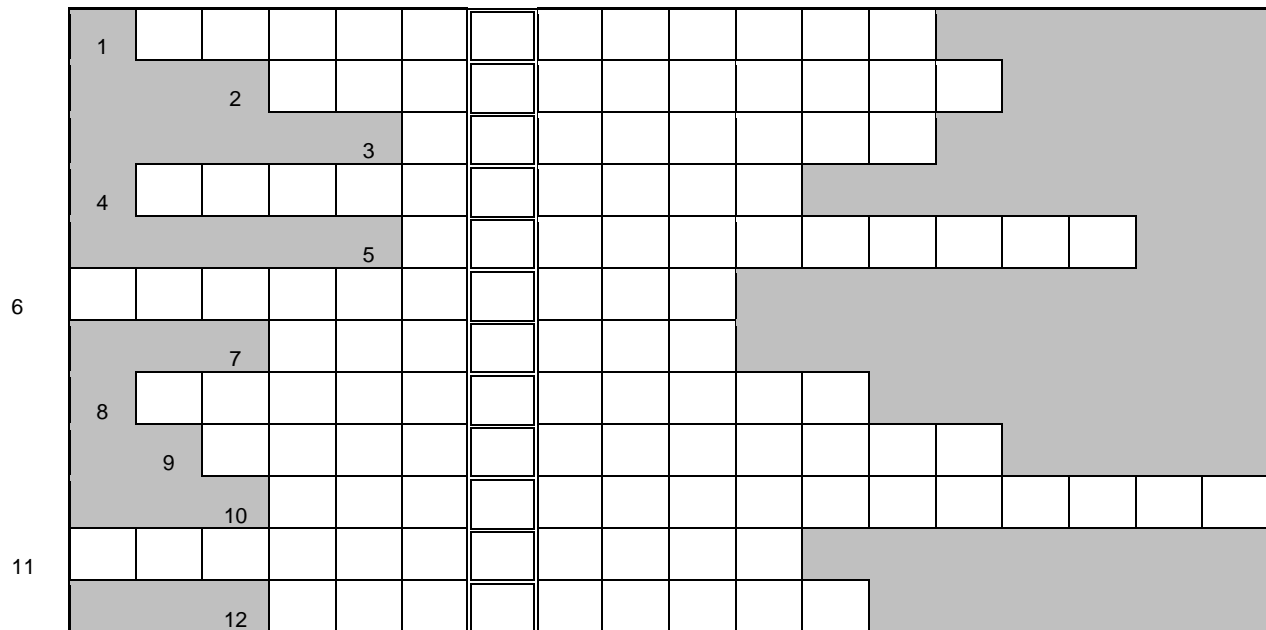
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Sample 6: Parliamentary Puzzle

Easy Null Time (ENT)

Many parliamentary procedure terms contain the syllable "ent".
Each answer to the following clues contains that syllable.
When you are done you will also spell out a common phrase vertically.



1. Voting for one, but can vote for more than one
2. Without a need for an election
3. Rights protected by fundamental principles
4. Motion related but not applicable to the main motion
5. Committee that determines convention membership
6. Annual meeting
7. Acquiesce
8. Last item on an agenda
9. Right before #8 above
10. One who knows it all
11. Principles that cannot be suspended
12. One who thinks he knows it all

Puzzle by LRCuesta, PRP @2007

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Sample 7: Parliamentary Track

Starting with the letter in the top left-hand corner (and moving only horizontally or vertically), find 15 parliamentary terms hidden in the box. Each term starts with a letter horizontally or vertically next to the end of the previous term. The terms form a continuous line leading to the bottom right-hand corner.

Every letter is used only one and no lines are ever crossed.

A	D	J	T	A	R	N	C	O	I	T
R	U	O	N	E	I	O	I	M	M	T
N	T	E	A	M	A	O	T	E	E	E
D	A	G	I	L	N	M	E	L	T	I
E	B	E	A	R	I	T	C	E	N	O
A	M	R	P	S	O	O	N	V	O	N
N	L	O	R	W	N	C	O	I	B	J
E	A	E	D	A	L	R	N	T	C	E
A	E	R	A	R	Y	U	S	Q	R	U
P	P	B	O	D	B	L	E	U	O	M

Puzzle by LRCuesta, PRP @2007

Sample 8: Scramble the Clues to Decipher the Phrase

The Phrase is composed of letters from 4 parliamentary terms.

Decipher the 4 terms. You will need only the unshaded letters to find the Phrase.

Scramble the unshaded letters to find the Phrase.

PHRASE: Decision by the assembly.

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--	--	--	--	--

By paragraph

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Short emergency

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--	--	--

--	--	--	--	--	--

To go home

--	--	--	--	--	--	--

To take a break

--	--	--	--	--	--

Puzzle by LRCuesta, PRP @2007