

ROBERT'S RULES OF ORDER- THE BASICS

What are Robert's Rules?- After presiding over a rambunctious church meeting in San Francisco in 1863, U.S. Brigadier General Henry Martyn Robert drafted the first set of

- will need a second.
 - tem is ready for a decision? You can make a motion to table the item (to a specified date or indefinitely). This will need a second.
 - tri-chair to get things back on track.
 - You believe enough discussion has occurred on a topic? You can simply of the membership agrees, the vote is taken.
 - If you were on the winning side of an issue previous in the meeting, but new information later in the meeting has changed your mind, you can make a motion to reconsider. If the majority agrees, it goes back on the floor for consideration.
 - If you want to change an action voted on at a previous meeting, you can move to rescind. A 2/3 vote is needed.
 - If an action item has obvious support or is considered a minor issue, a member can call for unanimous consent . This needs a second. If there are no objections, the item passes immediately.
- If a motion is on the table, it must be voted on at some point. It cannot stay unresolved. Per the council charter, all items requiring a vote must
 - Pass with 2/3 of quorum
 - Have at least one affirmative vote from each constituency group (administrator, faculty, staff)