

## By-law 9

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### General business meetings of the faculty

#### 9.1 General business meetings will be held at such times and places as the board may direct by resolution

#### 9.2 Standing orders at general business meetings

9.2.1 When a motion has been duly proposed and seconded, the chair will at once take the votes thereon, unless a fellow proceeds to discuss the matter or to propose an amendment.

9.2.2 All motions will be:

9.2.2.1 Duly proposed and seconded.

9.2.2.2 Affirmative in character.

9.2.2.3 Submitted in writing thirty days before the meeting and circulated with the agenda.

9.2.2.4 Withdrawn only by unanimous consent of the meeting.

9.2.3 A motion may be resolved, adjourned or referred to the board.

9.2.4 The proposer of a motion has the right of reply at the conclusion of the debate.

9.2.5 No other fellow will speak more than once upon the same motion or amendment except:

9.2.5.1 In explanation or correction of some matter during the debate when he/she will have the right to explain a misunderstanding or language but will be prohibited from further debate on the merits of the case.

9.2.5.2 Upon a point of order raised during the debate.

9.2.5.3 By permission of the chair.

9.2.6 Any fellow rising to a point of order will state distinctly such point of order without debate and will then resume their seat until the point of order is decided by the chair.

*09/22*

9.2.7 Any fellow speaking when a point of order is raised will not continue their speech until the point of order is decided.

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9.2.8 Any motion approved or rejected cannot be moved again at the same meeting, but a notice of motion to vary the decision may be given.

9.2.9 The chair will put all questions in a distinct and audible voice to the meeting and declare whether or not the vote is carried.

9.2.10 Motions will be decided by simple majority, except where otherwise provided in these by-laws, with the chair exercising a deliberative and if applicable, a casting vote.

9.2.11 A motion may be amended during the debate, provided the intent of the motion is preserved. No fellow will propose more than one amendment to a motion.

9.2.12 Upon an amendment being carried, the motion as amended will take the place of the original motion and may be further amended until a decision is reached.

9.2.13 No fellow may speak to any question after the chair has risen to put the question except to a point of order.

9.2.14 Any fellow who has not already spoken will have the right to move that "the question be now put".

9.2.15 There will be no debate on such motion.

9.2.16 Such a motion must be carried by a three quarters majority of those present. The chair will have a casting vote.

9.2.17 When a motion is carried "that the motion be now put", the mover of the original motion will be allowed to reply.

9.2.18 A motion to adjourn the meeting or debate may be proposed and, if seconded, will be put to the vote immediately.

9.2.19 When "time" for the resumption of an adjourned debate is discussed, the discussion will be confined to the question of time and duration of the debate.

9.2.20 In all other cases the chair will have jurisdiction.

9.2.21 By permission of the chair, any fellow may propose a suspension of standing orders. This motion must be carried by a three quarters majority of those present.

9.2.22 A special general meeting may be called by any fellow. The business of special general meetings will be confined to reading the notice convening the meeting and the consideration of subjects for which the meeting was called.

*Note: Dates in italics flag the dates of recent changes to the by-laws, for example, 10/21 indicates a change made to the above paragraph in October 2021*