

## BOURINOT'S RULES OF ORDER AT A GLANCE

To do this...	You say this...	May you interrupt the speaker?	Must you be seconded?	Is this debatable?	Is this amendable?	How is this decided?
Suspend any normal rules for a specific (typically urgent) reason (this may not suspend rules set out in the COSS constitution)	I move we suspend the rule... In order to...	No	Yes	Yes	Yes	Consensus
Object to incorrect procedures being used	Point of order (and explain)	Yes	No	No	No	Chair rules
Seek clarification from the previous speaker	Point of information (and explain)	Yes, if urgent	No	No	No	Chair rules
Object to something which prevents your continued participation (eg – excess noise)	Point of privilege (and explain)	Yes, if urgent	No	No	No	Chair rules
Make a motion – any issue except consideration of student fees	I move that...	No	Yes	Yes	Depends, usually Yes	Depends, Usually majority
Make a motion for consideration of student fees and related budgets	I move that...	No	Yes	Yes	Only with the consent of the mover and seconder	Double majority – Majority of members voting plus majority of student members voting
Withdraw a motion	I withdraw my motion (mover only, motion must be on the floor)	No	Original seconder must consent	No	No	Consensus
Change a motion (this may be used to clarify a motion but not negate its intent)	I move that the motion be amended to read...	No	Yes	Yes	Yes	Majority (Or consent of both Mover of the original motion and the Seconder of the Original Motion)

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Postpone consideration of a motion	I move that the motion be postponed until...	No	Yes	Yes	No	Majority
End debate on a motion without a vote (debate may continue later in the meeting)	I move that we proceed to the next order of business	No	Yes	No	No	Majority
End debate on a motion and proceed to a vote	I call the question	No	Yes	Yes	No	Majority
Postpone a motion until explicitly recalled	I move that the motion be tabled	No	Yes	No	No	Majority
Recall a tabled motion	I move that the motion be lifted from the table	No	Yes	No	No	Majority
Ask that individual votes be recorded in the minutes	I call for a roll call vote	No	No	No	No	Request granted, but only if 5 or more dissented from the original vote
Move that a motion from a previous meeting be reconsidered or rescinded	I move that the motion dated ... that reads... be reconsidered/rescinded	No (advance notice of motion required)	Yes	Yes	No	2/3 majority
Overturn the ruling of the chair	I challenge the chair on...	No	Yes	No	No	Majority
Adjourn a meeting (at any time, including in the middle of debate)	I move we adjourn	No	Yes	No	No	Majority
Consider an item/motion not on the agenda	Not permitted except during "other business" at which point standard speaking and motion rules apply	No	N/A	N/A	N/A	N/A
Consider something out of its scheduled order	I move that the agenda be amended in order to deal with item....	No	No	No	No	Majority