

Parliamentary Motions Guide for University Contexts

Based on *Robert's Rules of Order, Newly Revised*, 11th edition (§§ are Robert's numbering)

Motions below are in order of *precedence*; any motion can be introduced if it is higher on the chart than the *pending* motion.

YOU WANT TO:	YOU SAY:	May I interrupt proceedings?	Do I need a second?	Is it open to debate?	Can it be amended?	Does it require a vote?
§21 Close the meeting	I move to adjourn .	NO	YES	NO	NO	majority
§20 Take a break	I move to recess for ...	NO	YES	NO	YES	majority
§19 Register a complaint	I rise to a question of privilege ...	YES	NO	NO	NO	
§18 Make the body follow the agenda	I call for the orders of the day .	YES	NO	NO	NO	
§17 Lay aside temporarily	I move to table the question.	NO	YES	NO	NO	majority
§16 Close debate	I move the previous question .	NO	YES	NO	NO	2/3
§15 Limit or extend debate	I move that debate be limited/extended to ...	NO	YES	NO	YES	2/3
§14 Postpone to a certain time	I move to postpone the motion to ...	NO	YES	YES	YES	majority
§13 Refer to (committee)	I move to refer the motion to ...	NO	YES	YES	YES	majority
§12 Modify wording of motion	I move to amend the motion by ...	NO	YES	YES	YES	majority
§11 Kill the main motion	I move that the motion be postponed indefinitely .	NO	YES	YES	NO	majority
§10 Bring business before the assembly (a main motion —includes recommendations in committee reports)	by individual	NO	YES	YES	YES	majority
	I move ... on behalf of a committee §§4, 51	NO	NO	YES	YES	majority

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Incidental Motions—no order of precedence. These arise incidentally and are decided immediately.

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§23 Enforce rules	Point of order ...	YES	NO	NO	NO	
§24 Submit matter to <i>assembly</i>	I appeal the decision of the <i>chair</i> .	YES	YES	varies	NO	majority
§25 Suspend rules	I move to suspend the rules that...	NO	YES	NO	NO	2/3
§26 Avoid main motion altogether	I object to consideration of the question.	YES	NO	NO	NO	2/3
§27 Divide motion	I move to divide the question ...	NO	YES	NO	YES	majority
§29 Request a vote count	I call for a show of hands .	YES	NO	NO	NO	
§30 Request a secret vote	I call for ballots (includes electronic votes).	YES	NO	NO	NO	
§33 Parliamentary law question	Parliamentary inquiry ...	YES (if urgent)	NO	NO	NO	
§33 Request for information	Point of information ...	YES (if urgent)	NO	NO	NO	

Motions That Bring a Question before the Assembly again—no order of precedence. Introduce only when nothing else is pending.

§34 Take a matter from table	I move to take from the table ...	NO	YES	NO	NO	majority
§35 Cancel previous action	I move to rescind ... with previous notice	NO	YES	YES	YES	majority
	without previous notice	NO	YES	YES	YES	2/3
§37 Reconsider motion (can only be made by member who voted for the <i>prevailing</i> side)	I move to reconsider ...	NO	YES	varies	NO	majority