Warlock’s Rules of Order

Rules are listed in order of increasing privilege. Unless otherwise specified, you must be recognized to make a motion, your motion must be seconded, and it may be debated or amended. During debate, speakers must be recognized by the Chair. When useful, the Chair may decide to keep (or to have another officer keep) a queue of members waiting to speak. No individual may speak for longer than two minutes at a time without explicit permission from the Chair. Only voting members of the Guild are allowed to speak, although the Chair may break this rule, or any other rule, as he sees fit, subject to the Sergeant at Arms’s override, as explained below.

If you want to: **Introduce new business**
Then say something like: “I move that …” or “Motion to …”
Passes on: Majority vote
Notes: This is the main motion to introduce new business or bring a vote on something. New business may only be introduced when no other votes are pending.

If you want to: **Inquire if any further debate is necessary**
Then say something like: “I call the question.”
Passes on: No objections
Notes: Doesn’t need a second. Not amendable.

If you want to: **Amend a motion**
Then say something like: “I move that this motion be amended by …”
Passes on: Majority vote
Notes: You may only amend a motion with another main motion.

If you want to: **Table a motion**
Then say something like: n/a
Passes on: n/a
Notes: Since the Guild usually only has one meeting per semester, and business cannot be carried across from one meeting to the next, motions cannot be tabled. The constitution says that the Chair can table any new agenda topics suggested at the meeting (as opposed to those suggested 24 hours in advance), but it really means that he can just dismiss them.

If you want to: **Refer a matter to a committee**
Then say something like: n/a
Passes on: n/a
Notes: The Guild does not, in general, have committees.

If you want to: **End debate**
Then say something like: “I move the question.”
Passes on: 2/3 Majority
Notes: Not amendable. At any point after ten minutes of debate, the Chair may declare that debate will be ended after everyone currently on the queue has spoken.

If you want to: **Inquire if a vote is really necessary**
Then say something like: “White ballot”
Passes on: No objections
Notes: If no one objects to a white ballot, the motion is passed without a vote. (This can only be done after debate has ended.)

If you want to: **Shoot someone with your disc gun**
Then say something like: (click click click click click)
Passes on: No vote
Notes: May interrupt. This is to express your displeasure with a bad pun or something similar. Shooting someone during a heated debate is generally in poor taste.

If you want to: **Point out or correct an error in procedure**
Then say something like: “Point of order”
Passes on: No vote; the Chair rules
Notes: May interrupt. Not debatable, not amendable.

If you want to: **Point out the Chair’s bias**
Then say something like: “Point of order”
Passes on: Majority vote, administered by the Sergeant at Arms
Notes: May interrupt. Not amendable. Does not require a second. Can only be raised by the Sergeant at Arms. As per the Constitution (qv), if the Sergeant at Arms feels that the Chair is too biased on a particular issue to moderate the debate fairly, he/she may raise this point of order and ask the assembly if it agrees.

If you want to: **Raise a point of privilege**
Then say something like: “Point of privilege”
Passes on: No vote; the Chair rules
Notes: May interrupt. Not debatable, not amendable. This is used for “meta-issues” such as “I can’t hear a word you’re saying” or “The room is freezing. Can I close the window?”

If you want to: **Recess the meeting**
Then say something like: “I move that we recess until …”
Passes on: Majority vote
Notes: Not debatable. The time specified must be later the same day.

If you want to: **Adjourn the meeting**
Then say something like: “I move that we adjourn.”
Passes on: Majority vote
Notes: Not debatable, not amendable