



## Business Session Standing Rules

The business sessions during the USP Convention are conducted according to Roberts' Rules of Order. Customs of formality serve to maintain the presiding officer's necessary position of impartiality and help to preserve an objective approach to the process. The goal during the sessions is to complete USP's business effectively and fairly so that motions are managed in an orderly fashion and points of view are heard. The following rules will help the membership achieve this goal. Rules for the Business Sessions differ from the Rules established for the Open Hearing in which a more informal approach is customary and comments are permitted from official observers. In Business Sessions, microphones are designated as *affirmative* or *negative* to facilitate a balanced discussion and delegates may only propose debatable motions from the *affirmative* microphone .

1. Delegates and alternates seated in lieu of delegates are required to wear the badge issued to them if they wish to participate in the business sessions.
2. To obtain the floor, a delegate must go to the microphone and wait in line to be recognized. When the Chair recognizes the individual, the person should state his/her name and the organization that he/she represents.
3. Microphones shall be designated by the chair and labeled as Affirmative and Negative. A delegate may speak only on the side allowed at that microphone.
4. Where appropriate the chair shall alternate between affirmative and negative. However, if all the remaining delegates who wish to speak are on the same side, the chair shall announce this and determine if any further speakers on the other side are approaching the microphone.
5. An affirmative microphone shall be used to propose a debatable motion. Upon being recognized, the proposer shall make the motion without preliminary debate, either on a pending motion or on the motion being proposed. A proposer who wishes to speak first in debate shall remain at the microphone, and after the chair states the motion, the proposer may speak without further recognition.
6. It is not necessary to go to the microphone to second a motion, to call for a division, or to make any other motion not requiring recognition. However, the chair may require anyone doing so to use a microphone and identify himself or herself, if, in the chair's opinion, that is necessary for the chair to determine whether the person is an authorized delegate.
7. The chair's decision as to who has the floor may not be appealed.
8. All speeches shall be limited in length to two minutes. The total time for the consideration of any main motion shall be limited to ten minutes. The convention may change these limits by a two-thirds vote.
9. Any attached commentary is not subject to discussion/amendment. This includes, but is not limited to the Summary of Changes in the Report of the Constitution and Bylaws Committee or the explanatory text accompanying each resolution.