
Amnesty International USA

Spring 2020 Annual General Meeting Resolutions Packet for Working Parties

March 7th, 2020

Hilton La Jolla, Torrey Pines, San Diego, California.

Table of Contents

Page

Working Party: A

Resolution 1: Shared Leadership in Conference Planning 2

Resolution 2: Reinstate the Annual Report 4

Working Party: B

Resolution 3: Changing the Deadline to Submit Resolutions 5

Resolution 4: Experimentation with the Standing Rules for resolutions. 7

Standing Rules For The AIUSA Membership Resolutions Process

Let's Plenary

Roberts Rules of Order

NOTE: Background information was drafted by the National Resolutions Committee with input from the resolution's sponsors, members, the Board, and staff.

WORKING PARTY A: RESOLUTIONS 1 AND 2

Resolution 1: Shared Leadership In Conference Planning

Passed at Mid-Atlantic Regional Conference

BACKGROUND

Planning for AIUSA's five Regional Conferences (RCs) has taken different forms over the years. Before 2008, planning was led primarily by staff in each of the five regional offices. After regional offices were abolished or converted to different purposes, conference planning was done by an evolving series of ad hoc committees.

In 2019, RCs have been planned by a National Working Group for Regional Conferences, formed in August of 2019, consisting 3 members from each region including 1 from the student network, 1 from the local group network and 1 member from the regional conference host city. Current members of this working group represent Area Coordinators, Student Activist Coordinators, faculty advisors, and local/student group members. Members were first self-selected, then chosen with input from Field Organizers.

Volunteer members have had input into all session options and speakers. Proposal for specific sessions and Action Alley displays were selected based on a scoring rubric (posted online). Selections of host cities has mainly been done by staff, well before more detailed planning begins.

The Planning Committee for the 2020 Annual General Meeting (AGM) is comprised of self-selected member leaders who represent all of AIUSA's member leader groups. It is currently responsible for workshop sessions and Action Alley selection, as stated in the committee description. The committee is also a resource for staff, providing advice planning throughout the AGM planning processes.

This resolution proposes new guidelines for selection of membership in planning committees, and for the responsibilities of the committees. Among other changes, committees be formed much earlier in the planning process, so that volunteer members will be able to weigh in at an early stage on matters such as the selection of host cities and keynote speakers.

RESOLUTION LANGUAGE

[A] WHEREAS committees that plan the AGM and regional conferences have varying responsibilities and do not necessarily represent key member leader groups.

[B] WHEREAS shared leadership in conference planning is the best way to ensure that our conferences meet our members' needs and encourage attendance by creating ownership among members of the agenda.

[C] THEREFORE BE IT RESOLVED that each AGM and regional conference planning committee shall

(1) plan, in accordance with Shared Leadership Guidelines, the agenda of the conference, including speakers, training workshops, and other programs, consistent with the objectives of these meetings, and advise staff on the conference's timing and host city; and

(2) in deciding on the program for such events, each committee shall implement an open and transparent selection process and consult with member leaders and groups in their areas.

[D] THEREFORE BE IT FURTHER RESOLVED that the composition of the planning committees shall include, to the extent feasible, nominees from member leader steering committees and other

member leader structures, and reflect a broad range of perspectives, having regard to human rights principles and Amnesty's goals of diversity, equity, accessibility, and inclusion, and be inclusive of the representation of members in the conference location wherever possible.

ARGUMENTS FOR

AIUSA's Regional Conferences and Annual General Meeting play a crucial role in the organization. They serve to inform, inspire, and train members, and to provide venues for member activists to meet and exchange ideas.

Member leaders can provide value to staff and the Board as they make decisions on RC/AGM dates and locations. Member leaders are closer to those whom we hope to attract to conferences, and they may be more aware than staff of local conditions. While staff have expertise and knowledge unavailable to volunteer members, staff should not be able to make decisions without input at all from planning committees.

Shared Leadership should include decision-making, not just the opportunity of members to participate in discussions. Currently, volunteer members of committees are consulted only after many fundamental decisions have already been made, such as where conferences will take place, or who keynote speakers will be. AGM and RC planning committees should begin work much sooner in the process, before such decisions have been made.

This resolution will ensure that RCs and the AGM will best meet the needs of members. Such a change might well result in an increase of attendance at the meetings.

ARGUMENTS AGAINST

There is no real need for this change in the conference planning committees. Plus, the proposed changes could conceivably make the process more cumbersome, rather than improve it.

The current planning committees already include member leaders, as noted above, and the process has worked well for the 2019 conferences. The committee also includes members from the host cities. The planning process requires a considerable time commitment, and self-selection by members who are specifically interested is much more likely to result in an effective committee than a "nomination" from certain leader groups.

In the case of selecting host cities, we are limited with date selections, and adding additional barriers will make this process more difficult. Selection of cities is also dependent on locating acceptable venues and negotiating contracts with those venues.

In the case of the AGM, when the planning committee reviews and approves workshop sessions, they are at the same time selecting panels, workshops, trainings, and speakers. Additionally, the AGM program committee is asked to weigh in on content for the mainstage sessions (also known as Plenaries). Themes of Plenaries are connected to AI's already existing, organization-wide campaign priorities. However, the planning committee is asked for feedback on content, which in turn informs selection of speakers for the plenaries.

RESOURCE IMPLICATIONS

Resource implications are minimal as these committees already exist in some form and are part of the budget planning for all conference.

Resolution 2: Reinstate the Annual Report

Passed as a Late Resolution at Western Regional Conference

BACKGROUND

The Annual Report (AR) of Amnesty International has been a key document to assist our advocacy work with the State Department and other government organizations, foreign embassies, and other Non Governmental Organizations (NGOs). It has been published every year since 1962, is the only Amnesty publication that covers all the areas of human rights by country, and is thereby a reference for members, activists, journalists, NGOs, human rights lawyers and others. <https://onlinebooks.library.upenn.edu/webbin/serial?id=aireport>

The Annual Report was suspended in the past year, and a debriefing with AIUSA Global Assembly (GA) delegates on September 5th, 2019 made it clear that there has been no firm decision by the International Secretariat (IS) to reinstate the AR, despite GA support for it.

RESOLUTION LANGUAGE:

BE IT RESOLVED that the AIUSA Board requests the IS and the International Board to reinstate publication of the Annual Report, and to advocate strongly within the international movement for such reinstatement, until such time as data on its use and usefulness has been gathered and analyzed, and unless that analysis demonstrates clearly that it should not continue.

ARGUMENTS FOR

The Annual Report is an important document prepared by Amnesty International and used by organizations worldwide in support of human rights. If the Report is not continued, AI will lose a vital form of communication that educates governments, NGOs, and individuals about the violations of human rights around the world.

ARGUMENT AGAINST

AI's Annual Report has become a behemoth of a publication. In English, last year's report was over 400 pages long, and much of the report was also published in more than 20 other languages. Generating the report is an expensive task requiring a major commitment of international staff, and the resources can be better used to publicize human rights violations using other means of communication.

RESOURCE IMPLICATIONS

The publications of the Annual Report requires every Section to respond, for example with a press release, a press conference, and/or delivery to embassies and other government officials. For AI International the publication costs would be considerable, but unknown at this time.

WORKING PARTY B: RESOLUTIONS 3 AND 4

Resolution 3: Changing the Deadline to Submit Resolutions

Sponsor: NRC - Passed at Western Regional Conference

BACKGROUND

In Fall 2018 a resolution changing the deadline to submit resolutions was passed at the Western Regional Conference to replace a resolution that had passed at the Spring 2018 AGM, but was subsequently rejected by the Board because of unworkable wording. The replacement (2018) resolution went on to the 2019 AGM, but was not voted on at the Voting Plenary before time for the Plenary expired. Because the Standing Rules for the AIUSA Membership Resolution process can only be changed by a binding resolution passed at the AGM, the Board and the National Resolutions Committee were unable to implement the change.

This resolution seeks to implement the change in the deadline that, the NRC believes, is desired by membership.

Below is the full text of the sections of the Standing Rules this resolution would amend.

3.B.1 “There are two (2) categories of resolutions at the Regional Conference: “properly-submitted” resolutions (“Resolutions”) meeting all submission requirements set forth herein and in the Resolution Guidelines and Submission Form and submitted by the September 1st deadline (September 15th for members of student groups), and “late” resolutions not properly submitted (meeting all requirements) by the established submission deadlines.

RESOLUTION LANGUAGE

[A] **WHEREAS** the number of resolutions members submit and the vibrancy of the resolutions process has declined in recent years.

[B] **THEREFORE BE IT RESOLVED THAT** the Standing Rules of the Membership Resolutions Process be amended as follows:

(1) In Paragraph 3.B.1, the language “submitted by the September 1st deadline (September 15th for members of student groups)” shall be changed to read: “submitted no later than twenty-one (21) days before the date of the year's first Regional Conference.” **ARGUMENTS FOR**

The current deadlines (September 1 and September 15 (for students)) occur too soon after the summer to allow time for members to submit resolutions, especially if they want to consult others as to the subject. Some members believe the early deadline has contributed to the decline in the number of resolutions in recent years. A resolution passed at the 2018 AGM changed the deadline to 21 days before each Regional Conference, a decision the Board overturned. This proposal

changes the deadline to 21 days before the first Regional Conference, which creates a simpler, uniform deadline that should be easier to implement,

ARGUMENT AGAINST

Though the NRC believes it is possible to prepare a resolutions packet within the 21-day timeline, the resolution would produce what is in fact just a 14-day time line, since the NRC has to allow time for printing and distribution for the first regional conference. This contracted deadline may lead to a less complete analysis of the background and arguments presented in the resolution packages.

RESOURCE IMPLICATIONS

This resolution would not have a significant effect on the resources currently allocated to the resolutions process. The only extra resources would be the time commitment of the NRC members and other volunteers

Resolution 4: Experimentation with Standing Rules for Resolutions:

Sponsored by NRC; passed at Western, Northeast, Mid-West and Mid-Atlantic Regional Conferences

BACKGROUND

In recent years the years there have been a number of discussions throughout AIUSA about the process for submission and approval of resolutions. This process is governed by our “Standing Rules for the AIUSA Membership Resolutions Process” (MRP – see attachment to this Packet, below). The MRP specifies that changes to the process may be altered only by a Binding Resolution passed at the Annual General Meeting (AGM). The NRC believes that the resolution process can be improved, to make it more user friendly and less regimented, and that there should be some leeway to experiment with alternate or additional rules at Regional Conferences (RCs) and the AGM in order to improve the resolutions process. Examples of possible changes include changes in our use of Robert’s Rules of Order in Voting Plenaries and Working Parties, accepting new resolutions as late as RCs, and/or accepting and making modifications to the proposed resolutions between the RCs and AGM. The NRC would like to be able to experiment with the process and solicit feedback from members, Board, and staff on these experiments, with the goal of making resolution process more consistent with memberships needs.

This resolution limits changes the NRC may make to MRP to items of Principles and Process laid out in sections 1, 2, 3, 6 and 8 of the MRP. It does not allow the NRC to alter section Sections 4 or 5, establishing quorums or voting eligibility. It also leaves in place section 7, which explains the requirements of the Board of Directors to implement or reject resolutions passed at the AGM, and section 8, which specifies that members in good standing may submit amendments to the MRP. We believe it is important to maintain the sections on voting and requirements on how the Board of Directors is required to act on Resolutions, in order to maintain the integrity of the voting system while we experiment with changes.

RESOLUTION LANGUAGE:

WHEREAS The National Resolutions Committee (NRC) would like to be able to experiment with current rules for submitting and approving resolutions (the Standing Rules For The AIUSA Membership Resolutions Process or MRP) in order to increase participation of members in governance and to promote a more robust discussion of human rights issues and AIUSA procedures at our conferences;

AND WHEREAS the current MRP requires approval at the AGM Voting Plenary, and by the Board of Directors, for any changes to the MRP;

THEREFORE BE IT RESOLVED that the NRC, with the approval of the Board of Directors, may suspend any part of the MRP except: Section 4. Voting, Section 5. Quorum, Section 7. Board of Directors, or Section 8, Amendments to the Standing Rules, for a period of up to three years, and to propose new rules in place of the suspended parts;

2020 AGM Working Party Resolutions

AND BE IT FURTHER RESOLVED that the NRC will solicit feedback from members, staff, and the Board about the effects of any such new rules, and report back to the Board of Directors to summarize that feedback;

AND BE IT FURTHER RESOLVED that temporary rules created in this manner will expire unless they are formally approved, as permanent amendments to the MRP, by a vote at the Voting Plenary of the AGM and by the Board of Directors within three years following such suspension of the rules.

ARGUMENTS FOR

The resolution process has been under great scrutiny in recent years. In some cases, debates have been confusing, resolutions passed at Working Parties have not been voted on in the Voting Plenary, and many members have felt disenfranchised by the process, which has led to apathy and low participation in Working Parties and Voting Plenaries. Because the MRP can only be altered by a binding resolution passed at the AGM, any potential changes take a minimum of a year to implement. The NRC believes the process can be improved if we can experiment with possible alterations to the process to make it more user friendly and efficient, then seek feedback from members, the Board, and staff on these experiments. We want to find out what works and how the membership can be better engaged in the resolution process, and at the same time be able to abandon changes that have not worked without going through the formal process required for permanent changes.

ARGUMENT AGAINST

This resolution violates principles of democracy and shared leadership, by allowing the NRC and Board to make changes to the resolution process. It would place too much power in a small group and in effect disenfranchise members. Changes to the MRP requires AGM approval in order to prevent the Board of Directors from controlling this democratic process, and this resolution would allow the Board and the NRC to bypass those safeguards. The resolutions process is not broken; it has worked for many years. The problem with the process is a lack of proper implementation of the standing rules.

RESOURCE IMPLICATIONS

This resolution would not have a significant effect on the resources currently allocated to the resolutions process. The only extra resources would be the time commitment of the NRC members and other volunteers

STANDING RULES FOR THE AIUSA MEMBERSHIP RESOLUTIONS PROCESS

(as amended February 8, 2018)

1. Controlling Principles

- A. It is the duty of all those individuals and bodies elected, appointed, established or recognized by these Standing Rules to make the procedures, processes and structure of AIUSA Resolutions Process as accessible, readily understood and friendly as possible.
- B. The Standing Rules of the Resolutions Process of Amnesty International of the USA, Inc. (“AIUSA”) must be in accord with the Certificate of Incorporation and the bylaws of AIUSA (“Bylaws”).

2. National Resolutions Committee (“NRC”)

- A. The AIUSA Board of Directors (“the Board”), at its summer meeting, shall appoint a National Resolutions Committee (“NRC”) to oversee and manage the Resolutions Process for the coming year:
 - 1) Establish reasonable rules for the resolutions process, to be set forth annually in the Resolutions Guidelines and Submission Form and conveyed to the membership at least 90 days prior to the September 1st resolutions submission deadline (September 15th for students);
 - 2) Assist and prepare the sponsors of all properly submitted Resolutions;
 - 3) Prepare the Resolutions Packets; reword and combine resolutions, provided that the intent of the original resolutions is not altered and the approval of the sponsors is secured for Resolutions at Regional Conferences;
 - 4) Provide the text of properly submitted and Binding Resolutions to members through print and online communications mechanisms, and provide online discussion of resolutions for members;
 - 5) Communicate with regional and AGM staff to coordinate process logistics; to this end, regional representatives shall serve on any regional conference planning committees and/or groups, and the Chair of the NRC on the AGM planning committee;
 - 6) Ensure the bylaws, standing rules, a summary of Robert’s Rules of parliamentary procedures are available to all members, and all properly submitted or Binding Resolutions are provided to all members at conferences;
 - 7) Promote participation in and understanding of the Resolutions Process; provide overview of the resolutions process at the Opening Plenary of each Regional Conference and AGM;
 - 8) Appoint, train and oversee the officers of the Working Parties and Resolutions Plenary;
 - 9) Assign Resolutions to the appropriate Working Parties;
 - 10) Assist the Working Party officers in preparing reports to the Voting Plenary, and ensure that copies of all resolutions passed by the Working Parties are available at the Voting Plenary; and
 - 11) Forward to the general secretary of the Board all resolutions passed by the Regional Conferences and AGM, and reports of deliberations. AGM reports should include status of each resolution, whether binding or non-binding; and if non-binding, whether passed by a Working Party and the Resolutions Plenary, or presented solely to the Resolutions Plenary.
- B. All resolutions passed in the Regional Conference Resolutions Plenary will be forwarded to the NRC, which shall prepare said resolutions for presentation at the following AGM, unless they are purely regional in their scope.

3. Resolutions

A. Any registered AIUSA member (individual member or member group) in good standing may sponsor a resolution, except that only individual members may sponsor resolutions to amend the Bylaws. Member groups sponsoring resolutions must designate on the Submission Form their authorized voting member or another individual member of AIUSA to serve as presenter at the Regional Conference.

B. Regional Resolutions

- 1) There are two (2) categories of resolutions at the Regional Conference: “properly-submitted” resolutions (“Resolutions”) meeting all submission requirements set forth herein and in the Resolution Guidelines and Submission Form and submitted by the September 1st deadline (September 15th for members of student groups), and “late” resolutions not properly submitted (meeting all requirements) by the established submission deadlines.
 - a) Only properly-submitted Resolutions will have background prepared by the NRC, be placed in the Resolutions Packet for the Regional Conferences to which they are submitted, and be assigned to Working Parties by the NRC.
 - b) Late resolutions may be presented at the Regional Conference, subject to a determination by the NRC Regional Representative that they are in order, and the following requirements are met:
 - i. the sponsor or presenter is eligible to vote at the conference;
 - ii. the resolution does not propose an amendment to the Bylaws or these Standing Rules; and
 - iii. the resolution is submitted to the NRC Regional Representative on paper and electronically, and the sponsor/presenter bears responsibility for providing copies of the resolution text for members of the voting body.
 - c) The NRC Regional Representative will determine that a Late resolution is in order if
 - i. the resolution or other resolutions substantially the same have not already been assigned or defeated at the same Conference;
 - ii. the resolution is timely, meaning that it either addresses a human rights issue arising after the resolution submission deadline, or AI policy or procedural issues on which volunteer input is necessary and appropriate, arising from the floor of the Conference; and
 - iii. the resolution is urgent, meaning that it addresses an issue that cannot wait until the next resolutions cycle.
- 2) Resolutions may be submitted to multiple regions.
- 3) All resolutions (whenever submitted) passed by the Resolutions Plenary of any Regional Conference shall be forwarded to the AGM, unless they are purely regional in scope.

C. AGM Resolutions

- 1) There are two categories of resolutions at the AGM: “Binding Resolutions” which are passed by and forwarded from one or more Regional Conference; and “Non-Binding Resolutions” which have not been passed by a Regional Conference.
 - a) Binding Resolutions will be assigned to Working Parties by the NRC prior to the AGM. If passed by the AGM, the resulting decisions shall be binding upon the board, unless overturned by a two-thirds vote of the Board, as provided in the Bylaws.
 - b) Non-Binding Resolutions may be presented by anyone eligible to vote at the AGM. If passed at the AGM, implementation of the resulting decisions will be at the discretion of

- the Board.
- c) Non-Binding Resolutions may be presented at the AGM, subject to a determination by the NRC that they are in order, and the following requirements are met:
 - i. the sponsor or presenter is eligible to vote at the AGM;
 - ii. the resolution does not propose an amendment to the Bylaws or these Standing Rules; and
 - iii. the resolution is submitted to the NRC on paper and electronically, and the sponsor/presenter bears responsibility for providing copies of the resolution text for members of the voting body.
 - d) The NRC will determine that a Non-Binding resolution is out of order if the resolution or other resolutions substantially the same were considered at any Regional Conference(s) in the same resolutions cycle, and failed to pass at every such Conference.
 - e) If the resolution is not ruled out of order pursuant to paragraph (d), then the NRC will determine that a Non-Binding resolution is in order if
 - i. the resolution is timely, meaning that it either addresses a human rights issue arising after the Regional Conferences, or AI policy or procedural issues on which volunteer input is necessary and appropriate, arising from the floor of the AGM; and
 - ii. the resolution is urgent, meaning that it addresses an issue that cannot wait until the next resolutions cycle.
 - f) In ICM years, the Board submits ICM resolutions to the NRC for addition to the agenda of a strictly internationally focused Working Party. These resolutions are Non-Binding, but automatically meet the criteria for submission of Non-Binding Resolutions to the AGM articulated in these Standing Rules.
- D. Late or Non-Binding Resolutions determined to be in order by the NRC may be presented at the Regional Conferences or AGM at three points:
- 1) If submitted in writing to the Working Party assigned by the NRC prior to the adoption of the agenda, such resolutions can be presented as amendments and added to the Working Party agenda by majority vote of the Working Party.
 - 2) Late and Non-Binding Resolutions may be presented to any Working Party assigned by the NRC for consideration after the Working Party has taken action on all the resolutions on its agenda, and taken up by majority vote of the Working Party.
 - 3) Late and Non-Binding Resolutions may be presented at the Resolutions Plenary after action has been taken on all the resolutions passed by the Working Parties, and may be taken up for consideration by majority vote of the Resolutions Plenary.
- E. Late and Non-Binding resolutions determined to be out of order by the NRC may nevertheless be considered by the Regional Conferences or AGM if the voting body votes to add the resolution to the agenda by a 2/3 majority.
- F. After action has been taken on all the resolutions passed by the Working Parties, resolutions which fail in a Working Party may be taken up for consideration by 2/3 majority vote of the resolutions plenary.

4. Voting

- A. Members are entitled to vote under the Bylaws of AIUSA. Eligible voting members include dues paying members, individuals who have submitted a valid “dues waiver” and those holding valid Group Voting Authorization Forms (one designated voter per member group), in accordance with such criteria and time constraints as the Board shall reasonably establish.

- B. In accordance with the Bylaws, only individual members may vote on Bylaws Amendments.
- C. Voting in Working Parties and Resolutions Plenary sessions at all conferences shall be taken by a show of voting cards clearly labeled “Member” or “Group”. However, only under extraordinary circumstances or to accommodate physical impairment, the chair or chairs may direct a vote to be taken by other means.

5. Quorum

- A. In accordance with the Bylaws of AIUSA, a quorum of individuals holding at least one valid voting card must be present in order for business to be conducted at any Resolutions Plenary. Except as otherwise set forth in the AIUSA Bylaws or required by applicable law, the vote of a majority of the members present (provided that a quorum is present) shall be the act of the members of AIUSA at the meeting.)
- B. Quorum shall be the following:
 - 1) Annual General Meeting quorum: fifteen percent (15%) of the preregistration shall constitute a quorum for the transaction of business at such meeting, but the members present may adjourn the meeting despite the absence of a quorum;
 - 2) Regional Conference quorum: twelve percent (12%) of the preregistration shall constitute a quorum for the transaction of business at such a meeting, but the members present may adjourn the meeting despite the absence of a quorum.
- C. It is the duty of the Chair to establish that a quorum is present before opening the Resolutions Plenary.
- D. If a quorum is not present, the Resolutions Plenary may be delayed until a quorum is obtained, or the Resolutions Plenary may be adjourned.
- E. If a Resolutions Plenary is adjourned without a quorum having been attained, no official business is conducted there (except a motion to adjourn or such other motions allowed under Robert’s Rules of Order); no resolutions are forwarded from such Regional Conference to the AGM, or from such an AGM to the Board. Business transacted prior to establishing the absence of a quorum shall be valid.
- F. Sponsors of resolutions not considered in a Regional Resolutions Plenary because of lack of quorum may attempt to have their resolutions considered as Late Resolutions at other regional conferences or as Non- Binding Resolutions at the next AGM.

6. Working Parties and Resolutions Plenary Sessions

- A. Staff shall provide ample accommodation for Working Parties (which shall be held the day before the Resolutions Plenary) and for the Resolutions Plenary at each conference.
- B. Except as otherwise provided, Robert’s Rules of Order, Newly Revised, shall govern.
- C. Members shall be free to choose which Working Parties or Resolutions Plenary they will attend.
- D. While the Working Parties and Resolutions Plenary are not closed meetings, only eligible voters

may propose amendments or propose/second motions.

- E. Members not in attendance at a given Working Party or Resolutions Plenary may participate in the discussion by:
 - 1) Submitting copies of a position paper to be circulated in the Working Party or Resolutions Plenary by another voting member in good standing;
 - 2) Providing a statement no more than 300 words in length to be read aloud during the discussion by a voting member in good standing.
- F. The NRC, in advance of each Regional Conferences and AGM, and in consultation with regional volunteer leaders and staff, shall appoint:
 - 1) A Parliamentarian who shall be provided with copies of the AI Statutes, the Bylaws and Standing Rules of AIUSA, and Robert’s Rules of Order, Newly Revised;
 - 2) The Chairs, Rapporteurs, and Runners of such Working Parties as are necessary, and of the Resolutions Plenary; and
 - 3) Tellers and such assistants as are necessary to secure rapid and accurate counts of votes in the Working Parties and Resolutions Plenary; Runners and Chairs may serve as Tellers.
- G. The voting members present in each Working Party or Resolutions Plenary shall approve the officers appointed to them or elect other officers, which election shall be the first order of business.
- H. The Working Party shall approve or alter the order of the agenda established for the Working Party, which action shall immediately follow the election of officers. The Working Party may not remove from the agenda properly submitted or Binding Resolutions assigned to it by the Resolutions Committee, but may add Late or Non-Binding Resolutions submitted for their consideration.
- I. The Resolutions Plenary shall approve or alter the order of the agenda established for the Resolutions Plenary, which action shall immediately follow the election of officers. The Resolutions Plenary may not remove from the agenda resolutions forwarded to it from the Working Parties or add new Late or Non- Binding Resolutions until after all other business has been conducted.
- J. Drafting Committees may be formed by decision of the Working Party Chair (or by majority vote of the Working Party) at regional conferences and the AGM on contentious resolutions. The Working Party Chair appoints a Secretary of the Drafting Committee from attendees of the said Working Party, who is to bring proposed compromise language to the Voting Plenary of the same conference. Resolutions for which Drafting Committees are formed at conferences are not voted upon at the Working Party, but forwarded directly to the Voting Plenary of the same conference at which point compromise language from the Drafting Committee is considered. Drafting Committees can be formed by the NRC between regional conferences and the AGM to bring compromise language to the AGM on contentious resolutions and resolutions which passed more than one regional conference with textual differences. The NRC appoints a Secretary of the Drafting Committee and members of the Drafting Committee from among interested members. The Secretary of the Drafting Committee is responsible for bringing proposed compromise language to the assigned Working Party of the AGM.

7. Board of Directors

- A. All AGM decisions (resolutions passed by the AGM Resolutions Plenary) will be forwarded to the Board and placed on its agenda.
- B. Binding decisions will be implemented in full and in a timely fashion, unless overridden or amended by two-thirds vote of the Board within one year of passage, as provided by the bylaws; AGM decisions not overturned or amended by the Board within one year of passage may only be overturned/amended through the Resolutions Process as provided by the By-laws.
- C. AIUSA resolutions that call for the submission of an ICM resolution are placed on the agenda of the Board within one month of passing at least two regional conferences.
- D. Binding AGM decisions requiring an ICM resolution submission for implementation shall be submitted to the international movement by the Board on behalf of AIUSA.
- E. Non-binding decisions will be placed on the Board agenda and either implemented, or overturned by a simple majority of the Board.
- F. Resolutions submitted to the ICM, which originate with the Board, are submitted as resolutions in the AIUSA Membership Resolutions Process.
- G. The general secretary of the Board or his or her designated representative(s) will:
 - 1) Prepare a summary, updated as necessary, and include it in membership publications and communications, outlining the board's disposition of all AGM decisions including Board amendments and the reasons for them, as well as the Board's progress on implementation; and
 - 2) Serve as the officer to whom members may write for a more extensive written report of the Board's action on any given decision, which designation shall be included in the summary distributed to the membership.
- H. By each AGM, the Board shall report to the membership on the implementation of the previous year's decisions, and the Board shall report to the membership at the AGM.

8. Amendments to these Standing Rules

- A. Amendments to these Standing Rules may be submitted by any AIUSA member in good standing, in accordance with the rules for submission of resolutions established herein.
- B. Amendments to these Standing Rules may not be submitted as Late or Non-Binding Resolutions.

Let's Plenary!

Your guide to the Working Party and Voting Plenary.

Chair or Co-chairs will preside over the meeting.
Rapporteurs will take notes and display the resolutions.
Runners will count votes.

Resolution to be discussed is displayed on a projection screen, read, and introduced.

Are there any questions on the resolution?
If so, questions will be answered.

Are there any amendments?

If you think the resolution should be changed, you can propose an amendment. Please write the amendment on a piece of paper first, before presenting it.

YES!

NO!

The Resolution will be displayed and reread with the Amendment included.

Questions on the Amendment will be taken and answered.

Debate on the Amendment: People will speak for or against the Amendment. Speak if you have something to say, but try not to repeat another speaker's statement.

Can we stop talking and vote? There are two ways to end debate:

1. If debate has slowed or if time is running short, the Chair may ask the body to move to a vote on the amendment.
2. A member may **move the previous question** (call for the question), ending debate and bringing the body to a vote on the amendment. If the motion for the previous question passes, the next step is to vote on the amendment. If it fails, the body moves back to debate.

Vote on the Amendment: Votes will be counted by a show of cards. Your vote can be in favor, in opposition, or you can abstain from voting. Leave your card up until all votes are counted. The Chair will announce the results.

If the Amendment passes, it becomes a part of the Resolution. If it fails, the resolution is unchanged.

Are There Any Other Amendments?

YES!

NO!

Debate on the Resolution: People will speak for or against the resolution. Speak if you have something to say, but try not to repeat another speaker's statement.

Can we stop talking and vote? There are two ways to end debate:

1. If debate has slowed or if time is running short, the Chair may ask the body to move to a vote on the resolution.
2. A member may **move the previous question** (call for the question), ending debate and bringing the body to a vote on the resolution. If the motion for the previous question passes, the next step is to vote on the resolution. If it fails, the body moves back to debate.

Vote on the Resolution: Votes will be counted by a show of cards. Your vote can be in favor, in opposition, or you can abstain from voting. Leave your card up until all votes are counted. The Chair will announce the results.

If there are no more resolutions, the Chair will call the session to a close.

If there is another Resolution, go back to the beginning.

Robert's Rules of Order

Roles in the Plenary

Chairman - Helps the members make decisions by presiding over the meeting, keeping order and designating who is to speak. May also put time limits on debate and speaking

Parliamentarian - Advises members and chair on questions of order.

Rapporteurs - One taking notes or minutes. One editing the resolutions for everyone to see.

Runners - Counting votes on the floor and providing those counts to the Chair and rapporteurs.

You the members - Decision makers and active listeners, working to understand not only your opinions but the opinions of others in the room. If your point has been made, please sit down and allow someone else to make their point. If you have made your opinion known, please sit back to allow other people to voice their views.

Principles of Robert's Rules of Order:

The right of the majority to decide; the right of the minority to be heard; and the right of the individual to participate in the decision making process. However, the input session from the membership is limited, is not an open debate and is regulated to maintain the dignity and efficiency of the meeting.

Underlying all the rules is a sense of courtesy; members must debate resolutions, not members. All speakers in a meeting must treat each other with decency and must act with decorum. Participants must not attack or question the motives of others. Members must debate resolutions, not other members.

Full and free discussion of all motions, reports, and other items of business is a right of all members, but the chair may impose reasonable restraints to enforce time limits in order to keep debate within the time limitations of the meeting.

Only one question can be considered at a time.

All members have equal rights, privileges and obligations so the rules must be administered impartially.

Speaking to the resolution:

Members must raise a hand or come to the microphone to be recognized by the Chair and should not speak until recognized by the Chair.

Once recognized speak to the Chair and state your name and affiliation with AIUSA. Clearly make your motion or point which must be relevant to the motion being discussed. Amendments longer than 5 words should be submitted in writing.

A motion to amend a resolution must be seconded before it can be debated; a point is not debated. Seconding a motion does not indicate you agree with it, only that you agree it should be debated.

Amendments should be clear. For example "I move to insert _____ before the words _____" or "I move to add to the words _____ to the sentence _____" or maybe "I move to delete the words _____"

How do I do that anyway?
What do you want to say if you want to enter into the debate.

You Want To:	You Say:	Interrupt?	2 nd ?	Debate?	Amend?	Vote?
Stop talking about a particular item	I move the previous question /close debate	No	Yes	No	No	2/3
Modify wording of motion	I move to amend the motion by ...	No	Yes	Yes	Yes	Majority
Enforce rules	Point of Order.	Yes	No	No	No	None
Disagree with the ruling of the chair	I appeal from the decision of the chair	Yes	Yes	Varies	No	Majority
Suspend rules	I move to suspend the rules which ...	No	Yes	No	No	2/3
Separate two issues into multiple motions	I move to divide the question.	No	Yes	No	Yes	Majority
Ask a parliamentary law question	Parliamentary inquiry.	Yes (if urgent)	No	No	No	None
Request information	Request for information.	Yes (if urgent)	No	No	No	None
Reconsider a previously decided motion	I move to reconsider the vote ...	No	Yes	Varies	No	Majority