

DSA NPC MEETING

STANDING RULES

1. PRESIDING OFFICER: The Steering Committee chair shall preside in the business meetings according to the Constitution and Bylaws of the National Political Committee (NPC) and the latest edition of *Robert's Rules of Order, Newly Revised*;
 - a. This presider shall have a vote and the ability to break ties;
 - b. This presider shall wherever possible and necessary distinguish between statements made in their capacity as the presider and statements made in their capacity as a voting member of the body (i.e. through statements like: "... *taking off my chair's hat for a moment*").
2. ELECTRONIC ATTENDANCE AND PARTICIPATION:
 - a. Voting members of NPC may attend and participate via telephone and/or video conference and will be counted towards quorum;
 - b. Electronic participation will require the necessary equipment to assure audio capability for those physically present and those connecting electronically, including but not limited to a phone line, cell phone, computer, and/or zoom account;
 - c. No proxy or voting in absentia will be allowed.
3. MOTIONS: The presiding officer may accept briefly stated motions orally but may at any time request that motions to be considered be submitted in writing by email to the NPC Email Listserv. Motions offered orally shall be presented with the proposed action stated clearly and concisely. Support and/or opposition shall be offered in debate.
 - a. Motions shall be processed according to the latest edition of *Robert's Rules of Order, Newly Revised*;
 - b. All remarks during debate shall be directed to the presiding officer;
 - c. Debate/Discussion shall be limited to two (2) minutes per speaker recognized by the presider;
 - d. Each debater may speak twice on each motion;
 - e. Debate shall be limited to 4 speakers for and 4 speakers against a motion;
 - f. Reports shall be limited to a total of ten (10) minutes to present unless otherwise specified in the agenda. This will apply to reports not recommending action to the NPC;
 - g. The presiding officer directs inquiries for information to the appropriate member of the NPC or meeting for response.
 - h. All votes should be conducted using roll call votes.***
4. DECORUM: Probably the most serious defect in most meetings is the lack of reasonable decorum. Good order must be maintained if work is to be carried out.
 - a. Courtesy would demand that there should be no whispering or commotion while any speaker has the floor;
 - b. State facts not innuendo;
 - c. Speak to the proposed action/motion not to the maker of the motion;
 - d. Disruptive behavior and/or personal attacks shall result in an invitation to leave the meeting.

*updated at February 5th, 2022, NPC meeting