



Phi Delta Chi Pharmacy Fraternity Grand Council Business Rules

1. Before the Opening Business Session, Collegiate and Alumni Chapters shall report their Delegates to the National Office. Any disputed representation will be settled by a Credentials Committee of three Brothers designated by the Grand President.
2. Only Brothers officially designated as Delegates are permitted to make motions, offer seconds, bring up items for discussion, or vote on resolutions.
 - To maximize the number of delegates who may speak, each Delegate may speak for 2 minutes, unless allowed an extension by the Presiding Officer.
 - A Brother may not speak a second time on the same issue if another Brother who has not yet spoken asks to be recognized. No Brother may speak more than twice on the same issue, except by unanimous consent of the Presiding Officer.
3. To speak on an issue:
 - Delegate shall approach a microphone and wait until recognized by the Presiding Officer
 - Once recognized the delegate will give their name and chapter affiliation (John Doe, Alpha Collegiate).
 - Succinctly make and/or motion or explain your position.
4. Discussions on motions and resolutions shall be limited to not more than 2 minutes for each speaker. Discussion on any one question shall be limited to not more than 20 minutes. Both time limits may be changed by appealing to the Presiding Officer or by two-thirds vote of the Grand Council delegates present.
5. Discussion on issues may be tabled upon a two-thirds vote of the Grand Council delegates present.
6. No resolutions introduced by the Reference Committees shall be voted upon until the Interim Business Session.
7. Elections for Grand Office will follow procedures adopted by the Executive Council.
8. Votes shall be taken by the anonymous voting feature of the Internet meeting service, unless a different method is ordered by Grand Council or required by the rules. When required or ordered, other permissible methods of voting are by electronic roll call or by audible roll call. The Presiding Officer's announcement of the voting result shall include the number of Delegates voting on each side of the question and the number, if any, who explicitly respond to acknowledge their presence without casting a vote. Business may also be conducted by unanimous consent.
9. Any matter not covered by the Phi Delta Chi Constitution and Bylaws or these Grand Council Rules shall be decided in accordance with the latest revision of Robert's Rules of Order. The Grand President shall make the final decision as to all matters of parliamentary procedure with the counsel of the Grand Council Parliamentarian.

Note: Includes rules developed by the Robert's Rules Association, which will be included as an appendix in the forthcoming *Robert's Rules of Order Newly Revised 12th Edition*. From: Robert HM III, Honemann DH, Balch TJ, Seabold DE, Gerber S. "Sample Rules for Electronic Meetings," June 22, 2020, <https://robertsrules.com/sample-rules-for-electronic-meetings/>

SUMMARY TABLE OF MOTIONS:
(ADAPTED FOR ELECTRONIC MEETINGS)

You want to:	To gain recognition, you type : (insert chapter name each time)	Once recognized by Presiding Officer, you say:	May you interrupt others?	Needs second?	Debat- able?	Amend- able?	Vote needed	Order of prece- dence
	{Alpha Alpha Collegiate:}							
Adjourn a meeting	Move to adjourn	I move that we adjourn.	No	Yes	No	No	Majority	
Take a break	Move to recess	I move to recess for ___ minutes.	No	Yes	No	Yes	Majority	
Complain about heat, et cetera	Question of privilege	I rise to a question of privilege. ... Specifically, ...	Yes	No	No	No	No vote	
Delay	Move to lay on table	I move to lay the motion on the table.	No	Yes	No	No	Majority	
End debate and amendments	Move to close debate	I call the (previous) question. – or – I move to close debate.	No	Yes	No	No	Two-thir- ds	
Postpone	Move to postpone	I move to postpone discussion until ____.	No	Yes	Yes	Yes	Majority	
Arrange more detailed study	Move to refer to committee	I move to refer the matter to the ___ committee.	No	Yes	Yes	Yes	Majority	
Modify wording	Move to amend	I move to amend the motion by [changing / substituting / inserting] ...	No	Yes	Yes	Yes	Majority	
Introduce business	Main motion	I move that ...	No	Yes	Yes	Yes	Majority	
Discussion of topic	Discuss, in favor Discuss, against (permits chair to alternate)	State position clearly and succinctly						
Protest breach of rules or conduct	Point of order	Point of order! – or – I rise to a point of order! [Then explain yourself...]	Yes	No	No	No	No vote	
Vote on a ruling from the chair	Appeal chair's decision	I appeal from the chair's decision.	Yes	Yes	Yes	No	Majority	
Suspend rules temporarily	Move to suspend rules	I move to suspend the rules, so that ...	No	Yes	No	No	Two-thir- ds	
Verify voice vote by rising (standing)	Not applicable	I call for a division.	Yes	No	No	No	No vote	
Request information	Point of information	Point of information!	Yes	No	No	No	No vote	
Take up a matter previously tabled	Move to take from table	I move to take from the table ...	No	Yes	No	No	Majority	