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## SPECIAL STANDING RULES

1. The Chair shall see that the agenda is followed as closely as possible.
2. During the last two days of the convention, the President shall have the privilege of calling up for action those resolutions that in his judgment must be acted upon before adjournment.
3. No motion to reconsider or rescind shall be made or called up during the last day of the convention.
4. If any resolution is not acted upon by the convention before adjournment, it dies and the subject matter may be reintroduced for possible consideration by an overture to the next convention.
5. Minutes shall be distributed every next morning in Today's Business. The first item of business of the afternoon session shall be the formal approval of these minutes, with the exception of the final day's minutes, which shall be approved by the Board of Directors at its first meeting following the convention. Only corrections to the minutes involving convention actions shall be offered from the floor for consideration. Editorial corrections addressing misspellings of names or faulty references or titles should be provided in writing to the Secretary for incorporation into the minutes.
6. Resolutions shall be prioritized by floor committees and normally shall be presented to the convention in numerical sequence. However, resolutions that impact nominations or elections may be given earlier consideration at the discretion of the chair, in consultation with the floor committee chairman and the chairmen of the floor committees on nominations and elections.
7. The convention chairman, in consultation with floor committee chairmen, may identify resolutions to which up to $1 \frac{1}{2}$ hours of continuous consideration should be allotted, as follows:
15 minutes (if needed)
30 minutes (if needed)
45 minutes (if needed)
Floor committee presentation Debate on the main motion Presentation of and debate on amendments, substitute motions, main motion, or main motion as amended
No motion to amend, to lay on the table, or to call the previous question (close debate) may be made during the first two segments of floor committee presentation and debate on the main motion. Alternate pro and con speaking will be followed during debate. Any speaking in favor of the motion done by the floor committee will be considered pro speaking and will be followed by a con speaker. Time not used in any one segment of the above schedule may be added to the next succeeding segment.
The chair shall have the right to inquire of the assembly at any point its readiness to vote. If not concluded earlier, debate shall cease at the end of 90 minutes and all motions shall be put to vote.
8. The preface, preamble, rationale, and whereas sections shall be regarded as integral parts of resolutions and therefore subject to the same consideration and adoption as the main motion.
9. Except in unusual circumstances where the reading of the whereas sections of a resolution is necessary due to their
technical nature, these whereas sections of resolutions from floor committees that are printed in Today's Business will not be read by the chairman or presenting member of the floor committee. In addition, the chair of the convention is not required to read each resolution as he states the questions and then as he takes the vote.
10. Delegates wishing to address the convention, when recognized by the chair, shall state their name and the name of the district or other entity of the Synod that they represent.
11. No delegate may speak in debate for longer than two (2) minutes per speech. No delegate may speak more than twice on the same motion on the same day and may not speak the second time until all delegates desiring to speak the first time have had the opportunity. The chair shall have discretion to make exceptions to this rule. When a floor committee is called on to answer a question or to give information, this rule shall not apply.
12. A delegate who speaks on an issue may not move to call the question at the close of his or her speech.
13. An electronic response system shall ordinarily be used to register votes. If the system is not available, the chair shall take votes by voice, by show of hands, or by a rising vote. The chair may order a count if any voice, show of hands, or rising vote seems inconclusive.
14. Whenever possible, amendments to proposed resolutions and substitute resolutions shall be submitted to Today's Business for publication prior to convention consideration of the resolutions to which they pertain. When this is not possible, as in the course of a discussion, a written copy of proposed amendments shall be provided to the Secretary immediately after it is offered from the floor.
15. If a substitute motion is offered and seconded, the presenter shall be offered two (2) minutes to provide the rationale for offering it and a member of the floor committee shall be offered two (2) minutes to present rationale for not considering the proposed substitute, after which the convention shall decide by majority vote without further debate whether or not to consider the substitute. If the decision is in the affirmative and if the substitute motion is subsequently adopted, the original motion fails. If the substitute motion does not receive favorable action either to consider or to adopt, the original motion is again considered. (This is an adaptation of the so-called Behnken Rule for addressing substitute motions.)
16. While any voting delegate may move to close debate (call the question) at any time, a vote on closing debate (two-thirds vote required) on the pending motion shall be put by the chair after every twenty (20) minutes of debate (except those to which Standing Rule 7 pertains). The chair may also call for a vote on closing debate (two-thirds vote required) when in his judgment the assembly has heard sufficient speaking from both sides of the issue.
17. In order to promote an orderly and non-distracting convention atmosphere, the following guidance shall apply to the use, and area of use, of wire and wireless communication devices, including laptops, cell phones, pagers, PDAs, or other similar devices. In all cases where use is permitted, the soundproducing capabilities of such devices shall not be used.

| Seating Area of Convention Hall | Type of Use Permitted in Designated Area |  |  |
| :--- | :--- | :--- | :--- |
|  | Voice | Text Messages | Other Data Usage |
| Voting Delegate | No | No | No |
| COP, BOD, Press, Special Guests | No | Yes, convention | Yes |
| Advisory Delegate | No | Yes | Yess only |

18. To preserve convention time, questions of privilege shall be addressed in writing to the chair.
19. Whenever an amendment is offered from the floor that seeks to make editorial or other helpful suggestions to a pending resolution coming from a floor committee, the chair of the floor committee shall have the option of accepting such an amendment, and, if it is accepted, then the amendment is made without further debate or formal vote of the assembly.
20. A motion to close debate ("call the question") shall apply only to the immediately pending question.
21. At such time as "pro-con" discussion is occurring, oddnumbered microphones will be designated "pro" microphones and even-numbered microphones will be designated as "con" microphones. Motions or questions may be made from any microphone.
22. Amendments of non-contiguous words may be made to a pending question so long as the consequence of such noncontiguous amendment does not constitute in effect a substitute motion.
23. The privilege of granting delegates the right to record their votes in the minutes with respect to a particular resolution shall be granted by the assembly by a one-third vote without debate. If such privilege is granted, the votes of record shall be submitted in writing to the Secretary of the Synod within 30 minutes after the close of the day's business on which such privilege was granted.
24. The point of information (to ask a substantive question) will not have any special preference in recognition. Any delegate desiring to make such request shall be allowed to do so only if called upon by the chair in regular order and shall not have any priority over other delegates in being recognized by the chair. The request for a point of information shall be granted by the chair only if the request is made prior to any motion to close debate on the question being considered.
25. Procedure for Floor Nominations
a. Floor nominations for the officers of the Synod, as these are identified and ordered in Bylaw 3.12.4.2 (a)-namely, the President, the First Vice-President, and the other vicepresidents in that order, and the election by ballot of the Secretary, the Vice-President-Finance-Treasurer, and the elective members of the Board of Directors of the Synodshall be accepted prior to the election of those offices according to the standing rules of this convention, in accord with Bylaw 3.12.3.7,* which states, "floor nominations shall be brought individually before the convention for approval before being added to the ballot," and as interpreted, "In other words, each floor nomination
is to be acted upon separately by a convention vote. When the convention approves the receipt of each nomination, one-by-one, by an affirmative vote of the assembly according to accepted parliamentary rules, this constitutes an amendment of the slate." (CCM Opinion 05-2456)
b. After the election of the officers of the Synod, as those are identified and ordered in Bylaw 3.12.4.2 (a) and noted above, floor nominations for all other elective positions of boards and commissions shall be opened for a period of sixty (60) minutes in accord with Bylaw 3.12.3.7,* as detailed above. Unless ceased earlier by a two-thirds ( $2 / 3 \mathrm{rds}$ ) vote of the assembly, at the end of sixty (60) minutes a vote to cease nominations shall be called by the convention chairman. If a two-thirds ( $2 / 3 \mathrm{rds}$ ) vote to cease nominations is not received, the period for floor nominations shall be extended by twenty (20) minutes. At the end of twenty (20) minutes, a vote to cease nominations shall again be called by the convention chairman. If a two-thirds ( $2 / 3$ rds) vote to cease nominations is not received, the period for floor nominations shall be extended an additional twenty (20) minutes. This cycle shall continue in twenty (20) minute intervals until a two-thirds (2/3rds) vote for nominations to cease is received from the assembly.
26. Unless covered by these Special Standing Rules, parliamentary procedure shall be governed by the most recent edition of Robert's Rules of Order Newly Revised.

* Bylaw 3.12.3.7
(a) The convention may amend the slate by nominations from the floor.
(b) Floor nominations shall be brought individually before the convention for approval before being added to the ballot. No floor nominations shall be accepted which would preclude, by virtue of election limitations of such office, election of any pending nominee already on the slate of candidates received from the Committee for Convention Nominations without disclosing such potential effect immediately to the convention.
(c) Such floor nominations may only be made from the list of names which have previously been offered to the Committee for Convention Nominations prior to the final deadline established and published by the committee, unless the convention shall otherwise order by a simple majority vote.

