

Proposed Rules of Order for Decorum and Debate  
2020 Convention of the Episcopal Diocese of Indianapolis  
November 7, 2020

1. When the President shall be in the Chair, no member shall address the Convention or make any motion until after recognition by the President, except to make a parliamentary inquiry, a point of order, or a motion not requiring recognition.
2. No member shall address the President while any other member has the floor, except to present a parliamentary question, a point of order, or a question of privilege touching the character of the Convention or of one or more of its members.
3. When any member is about to speak or to deliver any matter to the Convention, the member shall, with due respect, address the President, state her or his name and Congregation, and confine remarks strictly to the point of debate.
4. While the President is putting any Question, the members shall continue in their seats, and shall not hold any private discourse.
5. When the Convention is about to rise, all members shall keep their seats until the President leaves the Chair. Before putting to a vote a motion to adjourn, the President may make any communication to the Convention or may cause any notice to be read by the Secretary.
6. Except by leave of the Convention, no member shall speak more than twice in the same debate, nor longer than two minutes at one time.
7. All questions of order shall be decided by the President, without debate, but any member may appeal from such decision by a motion made immediately after the decision which must be seconded, is debatable, may be laid on the table, must be passed by a majority vote and cannot be renewed. On such appeal the vote shall be upon the Question, "Shall the decision of the Chair be sustained?"
8. By unanimous consent, any action may be taken that is not in contravention of any provision of the Constitution and Canons.
9. **Special rules for debate.** By unanimous consent, the President may from time to time invoke special rules for debate, during which time:

- a. Legislation related to a particular topic shall be considered by the convention;
  - b. Legislation unrelated to the topic identified in section (a), above, shall not be considered;
  - c. The President may limit the total time for debate to a fixed duration sufficient to allow substantive debate, subject to the provision that in no event shall such duration be fewer than twenty minutes;
  - d. The President may limit the maximum amount of time a member may address convention to less than the amount otherwise specified by these rules, but in no event shall such duration be less than one minute;
  - e. A motion to end debate shall not be in order unless the preceding three speakers to address the matter before the convention shall have been of substantially similar opinions; and
  - f. The time for debate may be extended by a motion made immediately upon the conclusion of the time for debate, which must be seconded, is not debatable, must be passed by a majority vote, and cannot be renewed.
10. At the meetings of the Convention, the Rules and the Orders of the previous meeting shall be in force until they are amended or repealed by the Convention.
  11. Except when in conflict with the Constitution or Canons, or any Rule herein contained, the latest edition of Robert's Rule of Order shall govern the interpretation of these Rules and the procedure to be followed.
  12. During debate the members of the Convention shall refrain from applause or other signs of approval or disapproval for any particular speaker.
  13. No materials, whether by print, digital, audio, video or other means, may be distributed, at any time, without permission from the President.

#### Special Guidance and Expectations for Zoom

1. Wherever possible, when parliamentary action is not expected to be controversial, the President shall use unanimous consent to streamline administration and debate. Reasonable time shall be left after each such action to allow members of the convention to make objections known.
2. A member shall seek recognition by the President to make a parliamentary motion, or to participate in debate, by using the "raise hand" feature, which may be accessed through the Participant button, or using key commands (Alt-Y (Windows); Option-Y (Mac)). To second a motion, a member shall type "second" in the chat. A member having trouble being recognized shall contact the designated technical support contact for help.

3. The President urges members wishing to amend legislation to provide those resolutions in writing to the Secretary of Convention or another designee which the President shall make clearly known to the members of the convention. Amendments may be offered verbally, but if the member cannot state the amendment within the amount of time permitted for debate, the President may rule the amendment out of order.
4. Members shall use the chat respectfully. Repeated failure to do so shall be grounds for removal from the Convention. Except for seconds to parliamentary motions, the chat shall not be part of the official convention record, unless otherwise determined by the President, and announced publicly to the convention.
5. Where the rules specify physical activities (such as the President's occupancy of the Chair), the members of the convention are trusted to understand the spirit of the rule and to adapt their behavior within the digital space accordingly.