

General Questions

1. Which motion or motions can only have the affirmative vote reconsidered? Postpone Indefinitely
2. Name three ways to vote. Voice or show of hands, rising, ballot, roll call, machine or electronic, mail, absentee, or proxy.
3. What does a tie vote mean? That the motion is lost, assuming the motion requires a majority vote
4. What does the term sustained mean? That the president's decision is upheld
5. What are the eight steps in making a main motion? Member seeks recognition by the chair
Recognition by the chair Making the motion Seconding the motion Statement of the motion by the chair Members discuss/debate the motion The chair takes the vote Announcement of the results by the chair
6. Which four motions do not require a second? Raise a question of privilege, Division of the assembly, Parliamentary inquiry, Point of order
7. What does seconding a motion mean? That at least one other person agrees that the motion should come before the assembly
8. Name two of the three motions that the chair normally decides upon with no vote taken? Raise a question of privilege, Parliamentary inquiry, Point of order
9. What are the five classifications of motions? Privileged, Subsidiary, Main, Incidental, Motions that again bring a question before the assembly
10. Name the five incidental motions. Appeal, Division of the assembly, Parliamentary inquiry, Point of order, Suspend the rules
11. What is the order of precedence from highest to lowest for subsidiary motions? Lay on the table, Previous question, Limit or extend limits of debate, Postpone to a certain time, Commit or refer, Amend, Postpone indefinitely
12. List in order of precedence from highest to lowest the privileged motions. Adjourn, Recess, Raise a question of privilege
13. Which classifications of motions have no precedence? Incidental motions have no rank among themselves.

Adjourn

1. What is the purpose of the motion to adjourn? The purpose of the motion to adjourn is to terminate or close the meeting
2. Is the motion to adjourn debatable? Amendable? The unqualified motion to adjourn is undebatable and unamendable
3. What vote does it take to adjourn a meeting? The unqualified motion to adjourn requires a majority vote
4. After a motion to adjourn has passed, is the meeting over? The motion to adjourn affects only the business session and the closing ceremonies should still take place
5. Is recognition required for the motion to adjourn? Recognition is required for the motion to adjourn
6. When the motion to adjourn is presented when no other business is pending, is adjourn debatable? Amendable? The unqualified motion to adjourn is undebatable
7. Does the motion to adjourn require a second? The motion to adjourn does require a second
8. Is the motion to adjourn always in order? The unqualified motion to adjourn is always in order except when voting or verifying the vote, except when the vote is by ballot
9. May the motion to adjourn interrupt a speaker? The motion to adjourn may not interrupt a speaker
10. What classifications of motion is adjourn? Adjourn is always privileged.

Recess

1. Can the motion to recess interrupt a speaker? The motion to recess may not interrupt a speaker
2. Can a motion to recess be considered as a main motion? If no motion is pending then it is a main motion
3. What classification of motion is Recess? The motion to recess is a privileged motion
4. How can the motion to recess be amended? The motion to recess can be amended to the length of time
5. Can the motion to recess be reconsidered? The motion to recess cannot be reconsidered
6. What is the purpose of the motion to recess when used as a privileged motion? To have a short break or intermission in the proceedings that does not close the meeting
7. What vote is required to recess during a meeting? the motion to recess requires a majority vote

Question of Privilege

1. Is the motion to raise a question of privilege amendable? Debatable? The motion to raise a question of privilege is unamendable and undebatable
2. Does the motion to raise a question of privilege require recognition? Raise to a question of privilege does not require recognition
3. Does a question of privilege require a second? A question of privilege does not require a second
4. Name two types of questions of privilege. A question of privilege for the assembly and a question of privilege for an individual
5. What is the proper terminology in stating a question of privilege? Mr. president, I rise to a question of privilege
6. What classification of motion is Question of Privilege? Privileged
7. What is the purpose of Raise to a Question of Privilege? Raises a question which pertains to the rights or privileges of the assembly or any of its members
8. What vote is required for the motion to raise a question of privilege? The chair grants

Lay on the Table

1. Does the motion to lay on the table require a second? yes
2. May the motion to lay on the table interrupt a speaker? no
3. What is the purpose of the motion to lay on the table? The purpose of the motion to lay on the table is to temporarily delay action on a item of business
4. What is the proper terminology in state the motion to lay on the table? Mr. president, I move to lay on the table the main motion that
5. If Lay on the table is pending, may a member make the motion to postpone to a certain time? Why or why not? No, because it is the highest ranking subsidiary motion
6. Is the motion to lay on the table amendable? Debatable? No, no
7. What classification of motions is Lay on the Table? Subsidiary
8. May the motion to lay on the table be reconsidered? Only the negative vote can be reconsidered

Previous Question

1. What is the purpose of the motion previous question? The purpose of the previous question is to terminate discussion on the motion(s) before the chapter and secure an immediate vote
2. What vote does previous question require for adoption? 2/3 vote
3. What subsidiary motion can still be made if previous question has passed? Lay on the table
4. What classification of motion is Previous Question? Subsidiary
5. Is the motion previous question debatable? Amendable? No, no
6. Is recognition required for making the motion previous question? Yes
7. May the motion previous question be reconsidered? Yes

Limit / Extend Limits of Debate

1. What are the normal limits of debate? Two debates per person
2. Can you amend the motion to limit or extend limits of debate? It is amendable, not debatable
3. Does the maker of the motion to limit debate require recognition? Yes
4. How can you amend the motion to limit or extend the limits of debate? By length or by the number, or by closing the debate at a specific time
5. What classification of motion is Limit / Extend Limits of debate? Subsidiary
6. What is the purpose of the motion to limit or extend limits of debate? Is to allow the chapter to exercise special control over the length or number of debates for a specific motion
7. What vote is required to adopt the motion to limit or extend the limits of debate? 2/3
8. What ways can you limit debate? To a length of time or a number of debates per person

Postpone Definitely

1. Can the motion to Postpone to a certain time be made as a main motion? If yes, how? Yes, when made on a non-pending motion such as committee report
2. What vote is required to postpone to a certain time? Majority
3. What is the purpose of the motion to postpone definitely? To postpone action on a motion to a certain time
4. What classification of motion is Postpone Definitely? Subsidiary
5. Is postpone definitely debatable? Amendable? Yes, yes
6. How can postpone definitely be presented as a main motion? You must present it when no other no other item is pending
7. Can postpone definitely be reconsidered? Yes

Commit or Refer

1. What is the purpose of the motion to refer to a committee? The purpose of the motion to refer is to place the question temporarily in a committee
2. Can the motion to commit be a main motion? It is a main motion if it is presented when no business is pending.
3. Can the motion to refer be reconsidered? Yes
4. Is a second required for the motion to commit? Yes
5. What are the two standard types of committees used in the FFA? Standing or special
6. What classification of motion is Refer or Commit? Subsidiary
7. What is to be included in stating the motion to refer to a special committee? Needs to specify the number of committee members and how they are selected
8. Which committee report is presented first in a regular meeting: Special or Standing? Standing committees and then special committees

Amend

1. What is the purpose of the motion to amend? To modify the motion that is under consideration
2. If a motion that requires a 2/3 vote to pass is amended, what vote does the amendment require? An amendment requires a majority vote, even if the motion to be amended needs a 2/3 vote
3. Is the motion to amend amendable? Yes to the second rank
4. Is the motion to amend debatable? Yes if the motion to be amended is debatable
5. What classification of motion is amended? Subsidiary
6. When can the motion to amend be presented as a main motion? When the motion to which it applies has already been adopted
7. When is an amendment not debatable? when the motion to which it applies is not debatable

Postpone Indefinitely

1. What vote is required to pass the motion to postpone indefinitely? Majority
2. What is the purpose of the motion to postpone indefinitely? To determine the strength or to simply to kill the motion
3. What classification of motion is Postpone Indefinitely? Subsidiary
4. Is recognition required for the motion to postpone indefinitely? Yes
5. How can you state the motion to postpone indefinitely? I move to postpone the motion that ...indefinitely
6. Can the motion to postpone indefinitely be reconsidered? Only the affirmative vote
7. Can the motion to postpone indefinitely be made while the motion to amend is pending? Yes, the amendment and the motion are postponed indefinitely
8. Can the motion to postpone indefinitely be amended? Debated? It is debatable but not amendable

Suspend

1. Can you reconsider the vote on a suspended rule? No
2. What vote does it take to suspend rules of order? 2/3 vote, if a standing rule then majority
3. What is the difference between a special rule and a standing rule? Special rules are rules contained in the parliamentary authority (Robert's Rules), special rules of order, or the order of business (agenda). Standing rules are rules that govern the assembly but do not pertain to the way the assembly conducts business. (EX. A rule that limits the amount of money you can spend on certain things or etc.)
4. What classification of motion is Suspend? Incidental
5. The motion to suspend is classified as an incidental motion. Do incidental motions have a rank among themselves? No
6. Is the motion to suspend debatable? Amendable? No, no
7. Is a second required for the motion to suspend the rules? Yes
8. Can you amend the motion to suspend the rules? No

Point of Order

1. Does a point of order require a second? No
2. May a point of order be reconsidered? No
3. May you interrupt a speaker to rise to a point of order? Yes
4. Must you gain recognition in order to make a point of order? No
5. What classification of motion is Point of Order? Incidental
6. What is the correct way to state a point of order? Mr. president I rise to a point of order
7. What is the purpose of a point of order? Call attention to a violation of the rules or mistakes in procedure
8. What vote is required for a point of order? It requires no vote and the chair rules
9. When can a point of order be made? At any time and can interrupt a speaker

Parliamentary Inquiry

1. Can you interrupt a speaker to make a parliamentary inquiry? Yes
2. Can you reconsider a parliamentary inquiry? No
3. Does a parliamentary inquiry require a second? No
4. How do you state a parliamentary inquiry? I rise to a parliamentary inquiry
5. Is a parliamentary inquiry amendable? Debatable? No, no
6. What classification of motion is Parliamentary Inquiry? Incidental
7. What is the purpose of a parliamentary inquiry? Permit a member to gain parliamentary information
8. What vote is necessary for a parliamentary inquiry? Chair rules

Appeal

1. Is recognition from the chair required to make an appeal? No
2. When is an appeal undebatable? If the pending question or motion is undebatable, it relates to indecorum or a transgression of the rules of speaking, or relates to priority of business
3. What vote is required for an appeal? Majority or a tie of vote
4. What is the proper terminology in stating an appeal? Mr. or Madam president I appeal from the decision of the chair
5. What classification of motion is Appeal from the Decision of the Chair? Incidental
6. On an appeal from the decision of the chair, a majority or tie vote sustains the chair. What does that mean? If the vote is a tie, the chair is sustained
7. May an appeal from the decision of the chair interrupt a speaker? Yes
8. Is recognition necessary to appeal the decision of the chair? Yes
9. Is an appeal from the decision of the chair amendable? Debatable? An appeal is not amendable. An appeal is debatable only when applied to a debatable motion.

Division of the Assembly

1. What is the purpose of the motion division of the assembly? Determine the accuracy of a vote
2. Who can demand a division of the assembly? Any person who doubts the results of a voice vote or a vote by a show of hands
3. What classification of motion is Division of the Assembly? Incidental
4. What are two ways to make the motion division of the assembly? A member can state "Division!" or "I call a division of the assembly"
5. Is recognition required to call for a division of the assembly? No
6. Does a division require a second? No
7. Can a division of the assembly interrupt a speaker? Yes
8. Can a division be reconsidered? No
9. After a division is called, what type of vote must be taken? A standing vote must be taken when a division is called.

Reconsider

1. What is the purpose of the motion to reconsider? Permit the reconsidering of a vote previously taken on a motion and to again reconsider the question
2. Can the motion to reconsider be reconsidered? No
3. If you reconsider a main motion, can debate be directly related to the main motion? Yes, debate on reconsider is allowed to go into the merits of the main motion.
4. Is the motion to reconsider debatable? Amendable? The motion is debatable only if the motion to be reconsidered is debatable and it is not amendable
5. What classification of motion is Reconsider? Motions that bring a question again before the assembly
6. What members are eligible to make the motion to reconsider? Any member who voted on the prevailing side
7. What vote is necessary to reconsider a motion? Majority
8. With the motion to reconsider, only a member who voted on the prevailing side can make the motion. What does prevailing side mean? The side who won the vote

Rescind

1. Can the motion to rescind be reconsidered? Only a negative vote may be reconsidered
2. Does the motion to rescind require a second? Yes
3. Is the motion to rescind debatable? Amendable? Yes, yes
4. What classification of motion is Rescind? Motions that bring a question again before the assembly
5. What is the purpose of the motion to rescind? Cancel action taken by the chapter
6. What vote is necessary for the motion to rescind? A majority vote if prior notice was given, if not a 2/3 vote, or a majority of the entire membership
7. When rescind is pending, can debate go into the merits of the main motion? Why or why not? Debate can go into the merits which is postponed to rescind because the motion to rescind is debatable

Take from the Table

1. Is the motion to take from the table debatable? No, no
2. What happens to a tabled motion if the motion to take from the table is not proposed within the required time limits? The tabled motion dies
3. After a motion has been tabled, when can the motion be taken from the table? A motion can be taken from the table after one item of business has been transacted since it was tabled.
4. May the motion to take from the table interrupt a speaker? No
5. Is recognition required to make the motion to take from the table? Yes
6. Is the motion to Take from the Table Debatable? Amendable? No, no
7. How do you state a motion to take from the table? Mr. or Madam President I move to take from the table the motion that...
8. What vote is required to take a motion from the table? Majority
9. What classification of motion is Take from the Table? Motions that bring a question again before the assembly