

UNIVERSITY OF CINCINNATI COLLEGE OF LAW STUDENT BAR
ASSOCIATION RULES OF PROCEDURE

RULE I

The presiding officer having taken the chair, the Secretary shall take the roll and make note of the members present and absent. No motion to suspend this rule shall be in order.

RULE II

A simple majority of the Executive Council seats filled shall constitute a quorum, unless specific provisions of the Rules or By-Laws require otherwise. In the absence of a quorum, no motion shall be in order except a motion to adjourn. No motion to suspend this rule shall be in order.

RULE III

The roll having been taken and a quorum present, the minutes of the preceding meeting shall be read, and any errors corrected. The reading may be dispensed with by the presiding officer unless an objection is made. A motion shall be made to approve the minutes of the preceding meeting.

RULE IV

The proceedings of the Council shall be briefly and accurately stated in the minutes. Titles of bills, enactments, resolutions, and every vote taken shall be included. The minutes shall be published one week before the next scheduled meeting as required by Article VII § 10. No motion to suspend this rule shall be in order.

RULE V

A roll call vote may be ordered by the chair or any voting member on any motion, with the exception of giving the consent of Council to appointments and nominations. A roll call vote is mandatory on Constitutional amendments. No motion to suspend this rule shall be in order.

RULE VI

When a roll call is in order, the Secretary shall call the name of each Legislative Councilgroup and Executive Council member. Voters shall respond simply "yes," "no," or "pass" to the question at hand. Members voting "pass" shall be called again at the end of the roll and may then respond "yes," "no," or "abstain". No motion to suspend this rule shall be in order.

RULE VII

Motions requiring a simple majority of all Council votes shall be considered approved if a majority of the votes cast are in the affirmative. Motions requiring a two-third (2/3) vote shall be considered approved if two-thirds (2/3) of the votes

cast are affirmative. Abstentions shall not be considered as either affirmative or negative. No motion to suspend this rule shall be in order.

RULE VIII

(a) No voting member of Council, including but not limited to, organization representatives, class representatives, and Executive Board members, shall be absent from the meeting of the Council without due cause. Any member missing two (2) meetings per semester without an excused absence shall be automatically expelled from the Council and all funds budgeted for said group will be frozen. A member may move for reinstatement of the expelled organization at the meeting following their expulsion, which shall require a simple majority vote.

(b) If any voting member of council, including but not limited to, organization representatives, class representatives, and Executive Board members, cannot attend a meeting, they shall seek an excused absence from the Secretary prior to the meeting. If an organization's representative informs the Secretary prior to the meeting that there will be an alternative representative, such alternate will be recorded and may represent the organization, unless such person is in attendance as a representative of another organization. Failure to inform the secretary prior to the meeting of any absence will be unexcused.

(c) The Secretary shall keep and post an accurate record of each organization's attendance. She or he shall inform the full Council if a member has missed two (2) meetings in a semester. The Secretary shall report the vacancy to the affected organization or class. No motion to suspend this rule shall be in order. A motion to reinstate is in order at all times.

(d) Members of the Executive Board may serve as a representative of an organization for the purposes of attendance, but may only vote once on any proposed business.

RULE IX

The following shall be the Orders of the Day:

- I. Call to Order
- H. Roll Call
- m. Approval of Minutes
- IV. Officer's Reports
 - Secretary's Report
 - Treasurer's Report
 - Vice President's Report
 - President's Report

- V. Committee Reports
- VI. Old Business
- VII. New Business
- Viii. Announcements/ Questions
- IX. Adjournment

RULEX

Non routine motions, enactments, etc., other than amendments to previously submitted bills, shall not be submitted and voted upon at the same meeting. This rule shall not prohibit the expenditure of funds for activities solely sponsored by the Student Bar Association.

RULE XI

Any rule, except those that state otherwise, may be suspended for one meeting by a two-thirds (2/3) vote.

RULE XII

The By-Laws may be amended by an affirmative vote of two-thirds (2/3) of the members filling Executive Council seats. A motion for such an amendment can be made by any Council member. The amendment shall be voted on no earlier than the next regularly scheduled meeting.

RULE XIII

These Rules may be amended by the Executive Board. Any changes made must be distributed to the council via email within one week of the revision.