Region IV Leadership Conference

Parli/Senate Functional
Created by: Jay Sharma
August 9-12, 2019
Indianapolis, Indiana
Presentation Overview

- Role of Senator
- Role of Parliamentarian
- Parliamentary Procedure
- Governing Documents Overview
- Constitution Revision Overview
- Coordinating Elections
- Amendment Proposals
- Understanding Responsibility: 2019 Convention
- Positional Timelines
About Me

- From Boston MA & Queens, NY
- Civil/Architectural engineering student at Purdue University
  - Chapter Senator (17-18)
  - Region IV Parliamentarian (18-19)
  - National DPR Committee (18-19)
- Interested in sustainable building design, urban resiliency, biomimicry, and business strategy
- Hobbies include hiking, music, gardening, and learning
Role of Senator

- Have a working knowledge of NSBE governing documents and the proper use of Parliamentary Procedure
- Vote on the elected offices of National Executive Board and Regional Executive Board
- Vote on amendments to National Constitution and Bylaws
- Speak on behalf of their respective chapter in Regional and national business
- Make informed decisions on behalf of the membership in regional and national business
Senator Selection

- Each chapter must appoint two (2) chapter senators
- Must be a Member as defined by Art III Sec. 3 (a) of the Nat’l Constitution.
- Chapter senators should be selected as soon as possible
  - Should appoint senators when CEB is elected
- Ideally someone with previous NSBE experience or who is willing to put the time in to learn about NSBE operations
Role of Parliamentarian

- May assists the President to manage meetings and
- Advises board on Parliamentary Procedure
- Chairs committee to review chapter constitution each year
- Arranges elections committee
- Provides guidance to the Chapter Executive Board while using Robert’s Rules of Order
### Parliamentary Procedure

**Parliamentary Procedure**

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**Parliamentary Procedure**

*-- at a glance*

<table>
<thead>
<tr>
<th>TO DO THIS:</th>
<th><strong>YOU SAY THIS:</strong></th>
<th><strong>DO YOU INTERJECT THE WORDS?</strong></th>
<th><strong>DO YOU NEED A SECOND?</strong></th>
<th><strong>BUT DISCARD CURRENT?</strong></th>
<th><strong>QUICKLY BIDE TIME?</strong></th>
<th><strong>QUICKLY VOTE?</strong></th>
<th><strong>QUICKLY DISCUSS DEFEATED?</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Adjourn meeting</td>
<td>&quot;I move that we adjourn&quot;</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>NO</td>
<td>MAJORITY</td>
<td>NO</td>
</tr>
<tr>
<td>Call an item of business</td>
<td>&quot;I move that we recess for...&quot;</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>MAJORITY</td>
<td>NO</td>
</tr>
<tr>
<td>Consider the report, etc.</td>
<td>&quot;I rise to a question of privilege&quot;</td>
<td>YES</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>MAJORITY</td>
</tr>
<tr>
<td>Temporarily suspend consideration of the motion</td>
<td>&quot;I move to table the motion&quot;</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>NO</td>
<td>MAJORITY</td>
<td>NO</td>
</tr>
<tr>
<td>Read debate and amendments</td>
<td>&quot;I move to the previous question&quot;</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>Unanimous consent to a motion</td>
<td>&quot;I move that the debate on the pending motion be limited (extended) to...&quot;</td>
<td>NO</td>
<td>YES</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Postpone discussion for a certain time</td>
<td>&quot;I move to postpone the discussion until...&quot;</td>
<td>NO</td>
<td>YES</td>
<td>YES</td>
<td>MAJORITY</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Give closer study of something</td>
<td>&quot;I move to refer the matter to committee&quot;</td>
<td>NO</td>
<td>YES</td>
<td>YES</td>
<td>MAJORITY</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Amend a motion</td>
<td>&quot;I move to amend the motion by...&quot;</td>
<td>NO</td>
<td>YES</td>
<td>YES</td>
<td>MAJORITY</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Introduce business</td>
<td>&quot;I move that...&quot;</td>
<td>NO</td>
<td>YES</td>
<td>YES</td>
<td>MAJORITY</td>
<td>YES</td>
<td>YES</td>
</tr>
</tbody>
</table>

**The motions listed above are in order of precedence...**

**Below there is no order...**

- Protest breach of rules or conduct | "I object to the point of order." | YES | NO | NO | NO | NO | NO |
- Vote on a ruling of the chair | "I appeal from the chair's decision" | YES | YES | YES | MAJORITY | YES | YES |
- Suspend the rules temporarily | "I move to suspend the rules so that..." | NO | YES | NO | YES | 2/3 | NO |
- Amend an improper matter | "I object to consideration of this matter" | YES | NO | NO | NO | NO | NO |
- Vert a unit vote by having numerals count | "Call for division" or "Division" | YES | NO | NO | NO | NO | NO |
- Request information | "Point of Information" | YES | NO | NO | NO | NO | NO |
- Take up a matter previously tabled | "I move to take from the table..." | NO | YES | NO | MAJORITY | NO | NO |
- Reconvene a hasty motion | "I move to reconsider the vote on..." | YES | YES | YES | NO | MAJORITY | NO |

**NOTES:**

1. Affirmative votes may not be reconsidered.
2. Unless the chair asks a question that has been asked.
3. Unanimous consent to a motion has already been taken up the subject.
4. Unless the motion to be amended is not debatable.
5. Unless the chair requests the assembly for decision.
6. A 2/3 vote is required to correct consideration of main motion.
7. Only if the main question has not been debated yet.
8. Unless the motion to be reconsidered is not debatable.

Adapted and compiled by The National Society of Black Engineers.

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Governing Documents Overview: National

Governing Documents
● National Constitution
● National Bylaws
● National Code of Conduct Policy

Operating Documents
● National Operating Guidelines
● National Conflict of Interest Policy
● National Logo Policy
● National Verification Policy
● National Advisory Board Operation Guidelines
Governing Documents Overview: Regional

Governing Documents
- Regional Bylaws

Operating Documents
- Regional Operating Guidelines
- Regional Financial Policy
Document Revision

- Governing documents hold board members responsible, but also serve as a resource
- Constitutions provide general structure for the organization
- By-laws contain general procedures for the organization
- Constitutions should take precedence over by-laws
- Before any revisions are made, the original intent of the language should be understood
- An analysis of how the chapter is operating and practicing should also be done
Document Revision: When Should We Revise

- If there is a disconnect between the documents and practice
- A new position or committee is established
- There is room for improved board efficiency
Coordinating Elections

- How are elections currently conducted at your chapters?
  - What could be improved? What works well?
- Regional elected positions require an application, giving a speech at Convention, and having to get majority vote by Senators
- Chapter Parliamentarians are typically responsible for coordinating chapter elections
- A lot of strategic thinking is required for ensuring a smooth election process
- Depending on the size of your chapter, elections may be different
  - Electronic voting vs. traditional voting?
  - Timed speeches and Q&A?
  - Preliminary application before speeches?
  - Is there problems with voter turnout?
Amendment Proposal Process

● Complete Amendment Proposal Form (available on nsbe.org)
● Submit to drc@nsbe.org
● DRC will review and provide recommendations
  ● Proposal sent back to authors (and respective parliamentarians) with recommendations
● All amendment proposals are due on the last day of the month
● The DRC meets on the 2nd sunday of each month
Amendment Proposal Process

National Constitution

● Proposed by
  ○ ⅔ vote of NEB
  ○ ⅓ vote of active chapters through national referendum
  ○ ⅔ of the Senators at a Regional meeting

● Ratification
  ○ ¾ affirmative vote of Senators present at Annual Convention

National By-laws

● ⅔ vote of Senators attending Annual Convention
● ⅓ vote of voting NEB Members

Regional By-laws

● ⅔ vote of Senators at Regional meeting
● ⅔ vote of REB voting members
Understanding Responsibility

Voting Senators

<table>
<thead>
<tr>
<th>Region</th>
<th>Senators</th>
</tr>
</thead>
<tbody>
<tr>
<td>Region 1</td>
<td>39</td>
</tr>
<tr>
<td>Region 2</td>
<td>43</td>
</tr>
<tr>
<td>Region 3</td>
<td>40</td>
</tr>
<tr>
<td>Region 4</td>
<td>33</td>
</tr>
<tr>
<td>Region 5</td>
<td>29</td>
</tr>
<tr>
<td>Region 6</td>
<td>23</td>
</tr>
</tbody>
</table>

Total Votes 2018 Ballot: 207

Total Eligible Voters for 2018 Ballot: 283

Need at least 75% of Senators at Convention to Vote. If only 75% had voted the ballot could have passed since 98% of voting senators were in favor of the change.

Constitution Amendment Turnout by Region

- Region 1: 11%
- Region 2: 21%
- Region 3: 19%
- Region 4: 16%
- Region 5: 14%
- Region 6: 11%
- Region 5: 14%

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Understanding Responsibility

2019 NSBE Convention – Constitution Proposal Results

354 Senators Registered to Vote at Convention

% or 266 Registered Senators must Vote in the Affirmative (YES) for Changes to the Constitution to Pass

258 (8 votes short)
256 (10 votes short)
255 (11 votes short)
246 (20 votes short)
217 (49 votes short)

*86% of Registered Senators Voted

*51 Registered Senators DID NOT Vote

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Positional Timelines (Tentative)

- **August**
  - 10-12: Regional Leadership Conference in Indianapolis, IN
  - 25: August Village Call (Balancing NSBE and academics)
- **September**
  - FRC Registration
  - Chapter 1-on-1s
  - September Village Call (By-Law Amendment Introductions)
- **October**
  - October Village Call (Voting preparation)
  - Chapter 1-on-1s
  - Fireside Chat with National Chair/Parliamentarian

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Positional Timelines (Tentative)

- November
  - November Village Call (Reflection + Future in NSBE)
  - 15-17: Fall Regional Conference in Grand Rapids, MI
- December
  - Finishing NSBE work for semester/quarter
  - Convention Registration
  - Prep for next academic session
- January
  - Convention Registration
  - January Village Call (Convention Overview + Expectations)
  - National Call with National Parliamentarian
Positional Timelines (Tentative)

- **February**
  - Select REB Applications
  - February Village Call (Intro to National Amendments*, Elections)
- **March**
  - March Village Call (Amendments, Elections, and Expectations)
  - 25-29: Annual Convention in San Antonio, TX
  - Fireside Chat with National Chair and/or National Parliamentarian
- **April**
  - Revision of chapter governing documents
  - CEB Recruitment*
  - April Village Call (Year in Review)
Thank you!

Questions, Comments, Concerns?

Stay connected

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LinkedIn