

South Dakota Synod, ELCA

Introduction

- 0.01 The purpose of any system of parliamentary procedure is to provide a structure within which a deliberative body may conduct its business with the greatest degree of efficiency consistent with full and free debate. Robert's Rules of Order, Newly Revised shall be in effect unless otherwise established by the assembly.

Resolutions

- 1.01** Resolutions may be submitted to the Resolutions Committee by the Synod Council, Conference Councils or Assemblies, Synod Boards and Task Force Committees, Congregations of the Synod, Synod Auxiliaries, other ELCA Synod Assemblies, the Synod Bishop, Conference Caucuses, the Resolutions Committee, or corresponding Churchwide expression of the ELCA. Resolutions from individuals must gain the approval of one of the above groups before their resolution is considered. Every resolution shall have a specified source. The source of a resolution is the chair or designee of the entity submitting the resolution.
- 1.01.1** When sources of resolutions know that their resolutions may be controversial or pertaining to sensitive issues, the sources are encouraged to arrange for a meeting with the Resolutions Committee. These arrangements for a meeting should be made with the committee chairperson prior to the convening of the Assembly.
- 1.01.2** The Resolutions Committee, by direction of the Bishop shall meet early enough to complete preliminary work prior to the beginning of the meeting of the Assembly to allow time during the meeting of the Assembly:
- 1) for consultation with sources.
 - 2) to deal with resolutions submitted during that meeting.
 - 3) The order for the presentation of resolutions shall be determined by the Chair of the Resolutions Committee, the Bishop, and the Chair of the Synod Council. At the beginning of each plenary session, the Assembly is to be informed of the intended schedule of all pending resolutions and may take action to change the order of presentation of resolutions.
 - 4) All resolutions or amendments dealing with one issue shall be presented together to the Assembly prior to action moved on any single resolution.
 - 5) As resolutions are received at the Synod Office, they should be edited for form and grammar by a committee appointed by the Bishop.
- 1.01.3** Resolutions shall include a title reflecting the content of the resolution, its origin, and a number assigned by the Committee.
- 1.01.4** The Committee, in consultation with the source of the resolution, may edit and revise each resolution for clarity and consistency.
- 1.01.5** The Committee must present each resolution substantially as it is received but may propose amendments. The sources of resolutions should be informed of Resolutions Committee recommendations prior to plenary presentation. Consultation with the source of resolution is required in the case of substantive amendments prior to plenary presentation.
- 1.01.6** The Committee may also draft such resolutions it deems necessary or is directed by the Assembly.

1.01.7 The Committee shall forward each resolution to the Assembly with one of the following recommendations:

1.01.7.1 Do Pass

"Do Pass" indicates the Committee's approval of the resolution and places it on the floor of the Assembly. No further motion or second is needed.

1.01.7.2 Do Pass as Amended

"Do Pass as Amended" indicates the Committee's approval of the Resolution modified by the Committee's amendment(s) and places the Resolution and the Committee's amendment(s) on the floor without further motion or second. Both Resolution and amendment(s) are considered together.

1.01.7.3 No Recommendation

"No Recommendation" indicates the Committee's inability or unwillingness to make a common recommendation. For the Resolution to be considered, it must be moved and seconded from the floor of the Assembly.

1.01.7.4 Commit to Committee

"Commit to Committee" places a motion on the floor of the Assembly to refer the Resolution to one of the Synod Boards or Committees.

1.01.7.5 Do Not Pass

"Do Not Pass" indicates the Committee's recommendation not to pass the Resolution. For the Resolution to be considered, it must be moved and seconded from the floor of the Assembly.

1.02 A resolution is presented to the Assembly by a representative of the Committee with its recommendation.

1.03 The deadline for submitting a resolution at the Synod Assembly is 3:00 PM on Friday. The Resolutions form can be found and submitted in the Guidebook or emailed to assembly@sdsynod.org. A resolution must come from an entity named in 1.01 of these Standing Rules.

1.04 Resolutions may be presented "en bloc" as determined by the Resolutions Committee. Resolutions presented *en bloc* will be considered together without debate or amendment. Any voting member may remove a resolution from *en bloc* consideration by submitting notice by 3:00 PM on Friday.

Special Rules for the Elections

2.00 The Assembly shall elect such officers of this Synod and such other persons as the Constitution and bylaws may require, according to procedures set forth in the bylaws. (+S9.01.)

2.01 In all elections by the Synod Assembly, other than for the bishop, a majority of the votes cast shall be necessary for election. (S9.02.)

- 2.02** Nominations from the floor may be made from the floor for all elections for which nominations are made by the Nominating Committee (S9.03.) For the purpose of this assembly, floor nominations will be made by submitting the Nominations Form by 12:30 PM on Friday.
- 2.03** In all elections, except for the bishop, the names of the persons receiving the highest number of legal votes, but not elected by a majority of the legal votes cast on a preceding ballot, shall be entered on the next ballot to the number of two for each vacancy unfilled. On any ballot when only two names appear, a majority of the legal votes cast shall be necessary for election (S9.08.)

Speaking by Voting Members

- 3.00** When a voting member wishes to speak on a matter before the Assembly, the following procedure should be followed.
- a. Use the “Raise Hand” feature in Zoom.
 - b. Wait to be recognized and then unmute your microphone.
 - c. State your name and position (voting member, advisory).
 - d. Any motion, either *Substantive or Procedural* should be made before speaking to the motion.
 - e. Speeches are limited to 2-minutes.
 - f. If you make a substantive amendment or one that is long or involved, you must provide a written copy of the motion to the Secretary of the Assembly before the vote is taken if requested by the President. That may be done by email to **assembly@sdsynod.org** or using the Chat feature in Zoom.
- 3.1 The proposer of a motion has first opportunity to speak on the motion, if it is debatable.
- 3.2 Given the limitations of Zoom, the President will not seek to facilitate alternating pros and cons in debate.

Amendment of Rules

- 4.00 These rules may be amended at a Synod Assembly when approved by a two-thirds majority of the members of the Assembly.