

Registrar Constituency Rules of Procedure

I. MOTIONS

While any issue can be discussed for an unlimited amount of time on the list, in meetings, by phone, following is the formal process for Members to vote on issues, proposals, and positions.

- 1) Proponent of a motion shall submit it to the Constituency mailing list. Such motion would generally take of the following forms:
 - a) substantive description of a new or changed policy or amendment to the Registrar Constituency bylaws or other policy documents; or
 - b) a position of support for or opposition to a report, policy, or other matter before any of the Elected Members of the Constituency.
- 2) Proponent must have five endorsements in order to file the motion. Such filing is accomplished by sending the motion and list of endorsements by electronic means to the Constituency's Secretary.
- 3) The Constituency Secretary will publish the motion and call for discussion immediately and in no case later than within 48 hours of receiving the motion from the Proponent.
- 4) Discussion of the motion will be held open on the Constituency list for no less than 14 days. The Chair will moderate the discussion on the list or at any meeting or call, as applicable.
- 5) During such time, amendments may be put forward by electronic communication to the Secretary. The Secretary will accept and publish any amendment formally to the Constituency list for the Constituency's consideration only if it is endorsed by a second Member, and such endorsement is communicated by electronic communication to the Secretary. Such endorsement will be communicated to the Constituency list.
- 6) In no case will the time for publishing the motion to the list, the discussion and making of amendments be less than 14 days after the Secretary publishes the motion.
- 7) During this period of consideration, the Proponent of the motion may accept one or all of the amendments as friendly, and modify her or his motion accordingly, except that no modifications will be made less than 4 days prior to the closing of the discussion period. Any friendly amendments will be withdrawn.

- 8) Any member can call for a vote after the 14-day period post-publication, as long as the ballot will not be published less than 4 days after any modification of the motion.
- 9) The Chair will direct the Secretary to create and publish the ballot. The ballot will remain for inspection and possible amendment for 48 hours prior to the vote.
- 10) The ballot will allow for a vote on each of:
 - a) the original motion; and
 - b) any unfriendly amendments (as deemed by the sponsor).
- 11) The Secretary will call the vote and keep it open for no less than 7 days, other than in exceptional circumstances which the Secretary will notify to the list beforehand.
- 12) The motion and any unfriendly amendment will each be deemed as adopted by a yes vote of more than 50% of the votes cast.
- 13) All Members that have registered to vote pursuant to Section 4.5.1.6 prior to the call for the vote will be eligible to vote on the ballot.

II. ELECTIONS

While any candidate can be discussed for an unlimited amount of time on the list, in meetings, by phone, following is the formal process for Members to vote on candidates for Elected Office.

- 1) Nomination of a candidate shall submit such candidate's name to the Constituency mailing list. Such nomination may be accompanied by the Proponent's endorsement of the candidate.
- 2) Proponent must have one additional endorsement, and the nominee must accept, in order to file the nomination. Such filing is accomplished by sending the nomination and endorsement by electronic means to the Constituency's Secretary.
- 3) The Constituency Secretary will publish the motion and call for discussion immediately and in no case later than within 48 hours of receiving the nomination from the Proponent.
- 4) Discussion of the motion will be held open on the Constituency list for no less than 14 days. The Chair will moderate the discussion on the list or at any meeting or call, as applicable.
- 5) During such time, other candidates may be nominated by the same methods as those described for the original nomination.

- 6) In no case will the time for publishing the nomination to the list and the discussion be less than 14 days after the Secretary publishes the motion.
- 7) Any member can call for a vote after the 14-day period post-publication. The ballot will not be published less than 4 days after any modification of the motion and will only include the names of such candidates as have filed a conflict of interest form per the Constituency Bylaws Section 4.6.
- 8) The Chair will direct the Secretary to create and publish the ballot. The ballot will remain for inspection and possible amendment for 48 hours prior to the vote.
- 9) The ballot will allow for a vote on each of the nominees.
- 10) The Secretary will call the vote and keep it open for no less than 7 days, other than in exceptional circumstances which the Secretary will notify to the list beforehand.
- 11) The candidate with the greatest number of votes cast will be declared the winner.
- 13) All Members that have registered to vote pursuant to Section 4.5.1.6 prior to the call for the vote will be eligible to vote on the ballot.