



Key Conference Terminology

CM (constituent member) – students' union or association

Delegates – Conference delegates have full voting and speaking rights

Observers – Conference observers have speaking rights, however, do not have voting rights

Steering committee - responsible for smooth running of conference. They enforce the rules but do not make them. You may go to the steering desk to ask any question about procedure. Steering can also be approached if there are complaints regarding the conduct of debate. If the complaints are about the conduct of a vote, this should be brought to the attention of steering before the vote is completed to which the complaint relates.

Waive (a speech) – proposer of a motion may nominate someone else to speak on his/her behalf, either to propose or summate the motion.

Summation - This is the property of the CM who proposed the motion. The speaker has 1 minute to summarise why conference should vote for the motion. The speaker can waive the summation to someone in particular from the same CM or another, or simply formally waive the speech altogether by declaring: "Formal".

Parts - If you agree with the main thrust of the motion but object to certain sections of the motion, then you can ask conference to remove the offending section(s). You must then approach steering and inform them, in writing, exactly which sections you want to remove. If conference votes for the removal of the parts, the motion will then be voted on, as amended. Parts are not considered procedural motions, and, as such, do not take priority over other procedural motions and points of order.

Free speeches – speeches, other than the proposing speech and the summation, speeches, are referred to as free speeches.

Points of order – these refer to conduct of the debate, not the motion being discussed nor any argument for or against the motion. They can also be requests for ruling from steering, usually relating to procedure eg request for re-vote, complaint about behaviour or language used. A point of order takes precedence over all other business except the act of voting, unless it refers to the conduct of the vote.

Points of information – These can be used if you feel there is a factual piece of information a speaker should be informed of. You may rise while s/he is speaking and state that you are raising a point of information. The speaker may decide whether or not she wants to accept your point of information. If s/he does, you can speak for 15 seconds on the point. If s/he does not, you must accept this decision.

Procedural motions – these are in the constitution, article 7 of the standing orders, and refer to the conduct or procedure of the debate, and not to the content of the speeches. These have precedence over all business (except points of order) but cannot be raised during a vote unless relating to the conduct of the vote.

Please notify steering which procedural motion you would like to make regarding:





The chairperson of the debate

- That the meeting has no confidence in the Chairperson
- That the Chairperson's ruling be overturned

Go straight to a vote on the motion being discussed

- That the question as specified be now put

That the motion is too controversial or, for whatever reason, should not be discussed

- That the question as specified be not put

More debate required

- That you would like another round of speeches
- To ask Conference to grant more time to the delegate currently speaking on the motion being discussed. The speaker must state duration of extension. This extension is only for policy motions and not for speeches on procedural motions.

Have the motion discussed later or at another event (you must state which)

- That the question as specified be adjourned to later during Conference
- That the question as specified be referred or remitted to another body or person as specified

There are other procedural motions for actions such as:

To extend the guillotine to continue the debate (you must state duration of extension)

- That a standing order be suspended

To close the session now

- That the session be adjourned or closed
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