

STANDING ORDERS

1. All persons except the speaker must be seated, no one shall speak while the chairman is standing, and all remarks shall be addressed to the chairman.
2. Any person disobeying the ruling of the chairman may be suspended for the remainder of the meeting, upon the motion of the chairman, or two others, put without debate and carried.
3. The mover of a motion or amendment shall be limited to ten minutes, and all subsequent speakers to five minutes.

The mover of the motion only shall be allowed five minutes for reply, unless the meeting decide otherwise.
4. No motion (unless in the form of an amendment to a motion already before the meeting) shall be submitted to a meeting unless a written copy of it has been sent to the Chairman of the Standing Committee at least ten days previously. This shall not apply to matters of urgency which may be put to the meeting immediately after the Minutes of the previous meeting have been confirmed. At this time any person may propose "that a question be considered as a matter of urgency" and will be allowed five minutes to state why a submission was not made in due time and why consideration of it cannot wait until the next meeting of the Assembly. At the end of this statement the chairman shall put the proposal without further debate. If carried the matter shall be debated immediately but the debate and consideration of any motions shall be limited to thirty minutes. Further questions to be considered as matters of urgency may be proposed after the first has been debated, the chairman being empowered to rule them out of order if he judges that they are substantively the same as those already debated.
5. Any person who has not spoken to the question before the meeting, may, without notice, move the adjournment of the debate but shall be limited to five minutes only, must confine his speech strictly to his motion, and shall not have the right of reply.
6. A motion may be made "that the question be now put without debate". If carried the mover of the resolution be entitled to reply, at the conclusion of which the chairman shall forthwith put the question under discussion without further debate.
7. When an amendment to a motion is submitted, no second amendment shall be taken into consideration until the first amendment is disposed of. If that amendment is adopted, it shall then be put as the substantive motion, upon which a further amendment may be moved. If the first amendment is negatived, then a further amendment may be moved to the original motion, but only one amendment shall be submitted to the meeting for discussion at one time.
8. All amendments must be relevant to the motion. The mover of a resolution has a right to reply upon the whole discussion dealing only with points which have been raised in the debate upon the first amendment only; upon any subsequent amendment he can join the debate equally with others.
9. No motion to rescind a previous resolution shall be submitted unless notice of such motion has been given in writing.

10. No motion or amendment may be withdrawn except by the consent of the meeting.
11. Any person may rise to a "point of order" or a "point of information" at any time, provided he does so as soon as possible, and adheres strictly thereto. Questions may be asked providing no other speaker is addressing the meeting.
12. No motion or amendment may be submitted which is the same in substance as a motion or amendment which has been voted upon during the same meeting.
13. If disorder should arise, the chairman, acting on his discretion as a matter of right, can announce the adjournment of the meeting, and by that announcement the meeting is immediately adjourned and no business subsequently transacted will be valid.
14. The duration of all meetings shall be at most two hours.
15. Standing orders may be suspended by a two thirds majority of those present and voting.
16. Any person has the right to demand a secret ballot on any question before the meeting. This demand must be met without debate.
17. Ordinary meetings shall take place once during each academic year.
18. Standing orders may be amended if a two thirds majority of those present and voting is secured.

15.5.69: Minute 15

30.1.74: Minute 30

15.10.75: Minute 7

19.6.80: Minute 34

Council 21.1.85: Minute 40

Council 27.1.92: Minute 22

Council 30.11.92: Minute 9(5)