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Type of Motion: 🞏Administrative

🞏Guideline

Vote: Pro\_\_\_\_\_\_\_\_ Con\_\_\_\_\_\_\_\_ Abs\_\_\_\_\_\_\_\_\_

Outcome: 🞏Passes 🞏Tabled

 🞏Carries Until:\_\_\_\_\_\_\_\_\_\_

 🞏Fails

**Maker’s Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Position:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ASC Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Motion:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Intent:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Financial Impact: $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Action** | **Result: Voting** | **Outcome** |
| 🞏Amendment | \_\_\_ Pro \_\_\_ Con \_\_\_ Abst | 🞏Amended 🞏Not Amended |
| 🞏Substitution | \_\_\_ Pro \_\_\_ Con \_\_\_ Abst | 🞏Subst Made 🞏Subst Not Made |
| 🞏Tabled | \_\_\_ Pro \_\_\_ Con \_\_\_ Abst | 🞏Automatic 🞏Tabled 🞏Not Tabled |
| 🞏Referred to Committee | \_\_\_ Pro \_\_\_ Con \_\_\_ Abst | 🞏Referred 🞏Not Referred |
| 🞏Referred to Groups | \_\_\_ Pro \_\_\_ Con \_\_\_ Abst | 🞏Referred 🞏Not Referred |
| 🞏Withdrawn | \_\_\_ Pro \_\_\_ Con \_\_\_ Abst | 🞏Withdrawn 🞏Not Withdrawn |

| **Motion** | **Modifiable by** | **Debatable** | **Vote** | **Comments** |
| --- | --- | --- | --- | --- |
| **Administrative**Introduces business to the ASC. No other business can be pending. | * Amendment
* Substitution
* Table
* Refer to Committee
* Refer to Group
* Call to vote
* Withdraw
 | Unlimited Pros & Cons | Majority | No other business can be pending. |
| **Guideline**Introduces a request for guidelines change to the ASC. | * Amendment
* Substitution
* Table
* Refer to Committee
* Refer to Group
* Call to vote
* Withdraw
 | Unlimited Pros & Cons  | 2/3 | No other business can be pending. Guideline motions are automatically tabled to the next ASC. |
| **Amendment**Modifies the wording of a motion that is on the floor.  | * Amendment
* Substitution
* Withdraw
* Call to Vote
 | 2 Pro and 2 ConDebate must pertain to the amendment, not the motion on the floor. | Majority | An amendment must pertain to the motion on the floor. |
| **Substitution**Completely rewriting a motion while preserving its intent. | * Amendment
* Withdraw
* Call to Vote
 | 2 Pro and 2 ConDebate must pertain to the substitution, not the motion on the floor. | Majority | An amendment by Substitution must pertain to the motion on the floor. |
| **Table**Removes the motion from the floor for a specified period of time. | * Withdraw
* Call to Vote
 | 2 Pro and 2 ConDebate must pertain to the table, not the motion on the floor. | Majority | May be used only to allow further information to be gathered, or to move to more pressing business. Duration of table must be specified, at which time original motion returns to floor under Old Business. |
| **Refer to Committee**Sends the motion on the floor to a specific subcommittee. | * Withdraw
* Call to Vote
 | 2 Pro and 2 ConDebate must pertain to the referral, not the motion on the floor. | Majority | The Committee must be named. The committee returns to the ASC with a recommendation (favor, oppose, amend) regarding the motion. Unless specifically stated otherwise, the referral returns to the floor under Old Business at the next ASC. |
| **Refer to Groups**Sends the motion on the floor to the Groups. | * Withdraw
* Call to Vote
 | 2 Pro and 2 ConDebate must pertain to the referral, not the motion on the floor. | Majority | Unless specifically stated otherwise, the referral returns to the floor under Old Business at the next ASC at which time, only groups may vote. |
| **Withdraw**Removes the motion on the floor. |  | None | None | May only be made by the movant with the concurrence of the Second. |
| **Call to Vote**Calls the motion the floor to an immediate vote. |  | 1 Pro and 1 ConDebate must pertain to the Call to Vote, not motion on floor. | Majority |  |

1. **Procedural Motions**

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| **Motion** | **Debatable** | **Vote** | **Comments** |
| **Appeal the Chair's Decision**Appeals a chair's ruling on questions of parliamentary procedure. | Movant speaks Pro, Chair speaks Con. One more pro and one more con are allowed. Must pertain to the appeal, not the subject of the decision | Majority | When seconded, the Chair steps down and the Vice chair runs the meeting until the appeal is completed.  |
| **Reconsider**Brings a previously disposed motion back onto the floor. | 2 Pro and 2 Con | Majority | * Must be offered during the same ASC as the motion to be reconsidered.
* A motion may not be reconsidered more than once.
* May only be considered if offered by a voting participant who voted in the majority for the original motion.
 |
| **Recess**Brings a motion to floor to suspend business. | No | Majority | Intent and a specific period of time are required. |
| **Adjourn**Brings a motion to the floor to end business for that ASC. | No | Majority |  |
| **Suspend Order of the Day**Change the order of the agenda to deal with a specific piece of business | 1 pro and 1 con | 2/3 | The ASC returns to the agenda at the conclusion of the specific business considered during the suspension. |
| **Order of the Day**Returns the ASC to the agenda | 1 pro and 1 con | 2/3 |  |