

National Assembly Conducts and Procedures For the Delegates

1. Speaking and voting procedures

According to the ISU Constitution:

§ 3.1.1: *The NA consists of:*

a. a) *Delegates with speech, proposal and voting rights: Two representatives from each ISU local branch and the National Board. Voting representatives from each branch can be changed before and during the NA with written notification to the Organizational Consultant.*

a. b) *Observers with speech and proposal rights:*

- *Committee members,*
- *ISU Organizational Consultant,*
- *Representatives from potential member branches,*
- *Candidates for election to the National Board,*
- *One representative from Norsk Studentorganisasjon (NSO)*
- *One representative from Studentenes og Akademikernes Internasjonale Hjelpesfond (SAIH).*
- *One representative from Spire (Utviklingsfondets Ungdom)*

*With a **simple majority**, speech and proposal rights can be given and removed from one or more specific observers.*

§ 3.1.2: *The NA can decide when meetings or parts of meetings should be closed-door meeting (including delegates, the secretary, the chair and others when the situation demands) with an absolute majority vote.*

§ 3.1.3: *NA has the necessary quorum when **80%** of the delegates are present. **Simple majority** decides NA's resolution. The number of voters in the room must be counted before the start of each round of voting. No voting delegates are allowed to enter or leave the room until the voting round is completed. If not in the room when discussions start, delegates will not have voting rights for that particular issue.*

The following procedures require a simple majority of the NA:

- *Approval of NA's resolution or resolutions,*
- *Appointment of a Chairperson to the NA,*
- *Acceptance of the meeting schedule and agenda,*
- *Reopening a closed meeting schedule or agenda &*
- *Accepting changes made to the reopened meeting schedule or agenda.*

§ 3.1.4: The NA can, with **a two-thirds majority** vote, deny delegates their rights given to them in

§3.1.1, if their branch has violated §§ 3.3.6. They will then get a status as “not elected” and are not included in the 80% quorum-demand.

§ 3.1.5: A vote of **50% or more** gives the decision of the National Assembly. All extraordinary proposals that require a vote must be given in writing to the National Secretary

Speaking procedures:

Each delegate and observer is given a numbered sign that will have to be shown/lifted up when you want to make a comment, upon the NA Chairperson’s approval.

The signs for delegates and observers should be of different colours and no restrictions on the numbering.

- A delegate wanting to speak raises his/her hand with the sign.
- In a discussion the hand is used to signal with the sign:
 - 1) one finger means opening a new argument,
 - 2) two fingers mean commenting on the previous argument and
 - 3) flat hand on top of the sign means fact information.

Each new argument gets **1 minute**, each comment **30 seconds**. Each new argument can receive two comments by using a two finger hand signal. There cannot be a response to a comment.

The chairman is responsible for guiding the discussion according to the agenda and the conduct and procedure.

A motion to reopen the agenda can be made by using one finger. The delegate will be given 30 seconds to present their reasoning behind changing the agenda. No discussion will happen after the proposal and it will go straight to a vote.

Please note that it will not under any circumstances be allowed to enter in to one-on-one discussions within the sessions of the National Assembly. Everyone should keep in mind that the National Assembly is a body which is being addressed, and not a public dialogue platform. All arguments and comments will be addressed to the chair.

In the event of speaking out of line, abusing speaking rights, or any other conduct interpreted by the chair to be disorderly, a warning will be given to the delegate. If the delegate continues to act disorderly, the chair has the authority to expel the delegate from

the assembly. The delegate will lose speaking and voting rights for the day, and will have to be voted back into the assembly the following day.

Voting procedures:

Voting on all issues apart from elections is done by raising the arm with the delegate sign. Votes are counted by the chairman and re-count is done in case of uncertainty.

Each delegate has to vote once and only once at each decision. If a delegate does not want to vote neither for nor against, he/she will be counted as a blank vote.

Proposals for changes or additions on various issues discussed during the National Assembly to be voted on have to be submitted electronically on a proposal sheet and sent on email by the deadline given.

When submitting a proposal for change it is recommended to start a new argument during the discussion in order to explain the proposal. After the discussion is finished, the proposal will be voted on without further comments.

The National Board encourages all delegates to read case papers and submit changes before the NA to give ample time for discussion.

2. Election of National Board members

According to the ISU Constitution:

§3.2: *ISU National Board members are elected for a period of 1 year, after which new elections are held. No post in ISU National Board may be held for more than two consecutive years at a time.*

Anyone holding a local board position, who gets elected as NP resigns immediately from the local board. All other NB positions have a grace period of one month within which to resign and help organize elections to fill up the local board position.

The posts of National President, 1st Vice-President, Vice-President of Public Relations, Vice President of Union Development and Vice President of Academic Affairs and Welfare are elected for a period of 1 year, after which new elections are held. No post in ISU National Administration may be held for more than two consecutive years at a time.

§ 3.5: Elections: *A person is elected with a majority of **50% + 1 vote of the votes cast**. If there are more than two candidates and none of them receive the necessary majority, the candidate that received the least number of votes is stricken and a new round of elections will be arranged. This will continue until one candidate is elected.*

Election guidelines:

- All candidates should be presented to the Organizational Secretary within a deadline set by the NB agenda.
- Candidates can run for more than one position, which positions have to be included in the presentation.
- Candidates are elected by secret majority vote. The Chairman counts the votes and announces the winner.
- If there is only one candidate running for a position, this person can be elected by acclamation.
- During the election of the ISU National Board, it is advisable to avoid blank votes.

Additional Note

For points needing clarification or matters not covered in conduct and procedure, the issue can be resolved individually with the National Board.