

Alpha Delta Iota Chapter Standing Rules

Alpha Phi Omega at Virginia Commonwealth University

Adopted 20 January 2002; Revised 27 January 2002

The purpose of these rules shall be to establish order, ensure fairness, and encourage free and open communication between the Brothers of Alpha Delta Iota, Virginia Commonwealth University, and invited guests.

I. MEETING SPACE

- A. Definition: Any area set for the specific purpose of gathering to discuss Fraternity business shall be defined as Meeting Space.
- B. All Meeting Space shall be set up with the size and comfort of the Chapter in mind.
- C. All Meeting Space shall have a designated seating area for Active Brothers and separate areas for all other Brothers and invited guests.
- D. All Meeting Space shall have a designated area for Brothers to address the audience. This area shall be placed in view of the entire audience.
- E. All reasonable attempts shall be made to obtain appropriate audio/visual (A/V) equipment for presentations, at the request of the presenter.

II. AGENDA

- A. This organization shall follow a fixed order of business:
 - 1. Call to Order
 - 2. Roll Call of Members Present
 - 3. Reading and Approval of Minutes of the last meeting
 - 4. Officer Reports
 - 5. Committee Reports
 - 6. Special Orders – Important business previously designated for consideration at this meeting.
 - 7. Unfinished Business
 - 8. New Business
 - 9. Announcements
 - 10. Adjournment
 - 11. Toast Circle
- B. A written agenda shall be made available to the Brotherhood at least two (2) days prior to all General Brotherhood Meetings.
- C. All General Brotherhood Meetings shall adjourn one and one-half (1 ½) hours after they begin. Presentations by Regional and/or Sectional Staff, and Officer Elections shall not be included within this time limit.

III. REPORTS

- A. All Officers shall report on the activities of their committee or office in lieu of a committee.
- B. Reports shall not exceed six (6) minutes in length. This rule shall not apply to questions directed towards the officer. This rule shall not apply to the Service Vice President.
- C. The Treasurer's Report shall consist of the following:
 - 1. Income since the last report
 - 2. Expenses since the last report
 - 3. Balance to date of all Chapter Accounts

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IV. CONDUCTING BUSINESS

- A. The Chair recognizes the Speaker who is entitled to speak, based on the following rules:
 - 1. The first person that rose AFTER the previous speaker yielded the floor.
 - 2. The maker of the motion, if they have not spoken yet.
 - 3. Whoever has not spoken on this motion, this day.
 - 4. The person who is presenting an opposing opinion to the last speaker. The Chair must allow the floor to alternate between opposing views.

- B. All Brothers having a vote, including Chapter Advisors, shall be given the opportunity to speak twice on any piece of business. All Brothers without a vote shall be given one opportunity. This rule shall not limit the Brotherhood from asking questions to its Advisors.

- C. The length of time given to a Brother who is entitled to speak shall not exceed two (2) minutes per turn.

V. AUTHORITY TO SUSPEND

- A. These rules may be suspended, in whole or in part, only upon a two-thirds (2/3) vote of quorum.