

Some Motions Commonly Used at Faculty Meeting

September 2007, David Harvey, chair (harvey@depauw.edu)

Motion	Second? ¹	Debatable?	Amendable?	Vote to Approve
Main – brings new business before the faculty	Yes	Yes	Yes	Majority
Amend – proposes a change to main motion	Yes	Yes	Yes	Majority
Amend an Amendment – proposes a change to an amendment	Yes	Yes	No	Majority
Substitute – proposes a change to whole sections of the main motion	Yes	Yes	Yes	Majority
Postpone to Definite Time – tables the motion to the stated time, no later than the next meeting	Yes	Yes ²	Yes ³	Majority
Refer to Committee – sends the main motion to a committee, which may be a standing committee or an ad-hoc committee, with or without instructions	Yes	Yes ⁴	Yes ⁵	Majority
Leave to Withdraw – withdraws motion from consideration; may be made by maker only and does not prevent motion from being brought back before the faculty	Yes	No	No	Majority
Division Of Question – divides the main motion into parts	Yes	No	Yes	Majority
Lay on the Table – temporarily lay aside a motion to handle more urgent business	Yes	No	No	Majority
Remove from the Table – retrieves a motion previously tabled	Yes	No	No	Majority
Call the Question – stops debate	Yes	No	No	Two-thirds
Point of Order – ask for enforcement of rules	No	No	No	Chair rules
Appeal – appeal of a ruling by chair	Yes	Usually	No	Majority vote overrules the chair

¹ By our By-Laws, a motion from a committee does not need a second.

² Motion is debatable only to the wisdom of postponing the vote.

³ The motion can be amended to change the time of the postponement.

⁴ Motion is debatable only to the wisdom of referring the motion to committee and to the specific instructions.

⁵ The motion can be amended to change the committee and the instructions.