

1 **STANDING RULES OF THE HOUSE OF DELEGATES**

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3 **Standing Rule No. 1**

4 **Order of Business, Annual Meeting**

5 **(Revised October 21, 1983; Editorially Revised October 27, 1995)**

6
7 The order of business, as published in the Official Reports Book, shall be the official order of business for
8 all sessions of the House of Delegates. This may be revised by the Speaker to expedite the business of
9 the House, subject to any objection sustained by the House.

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11 **Standing Rule No. 2**

12 **Procedure for Submitting Resolutions**

13 **(Revised Nov. 6, 1981; Oct. 23, 1987; October 19, 1990; October 23, 1992;**
14 **October 27, 2001; October 19, 2002; October 16, 2005; and October 23, 2010;**
15 **Editorially Revised October 27, 1995)**

16
17 Resolutions may be submitted at any time prior to thirty (30) days before a meeting of the House of
18 Delegates to become the business of the House. Resolutions received after that date will be posted on
19 the website prior to the meeting to the extent feasible. Those resolutions submitted later than 30 days
20 prior to a meeting shall be posted on the website, but to become the business of the House shall require
21 a two-thirds favorable vote of the House members present and voting at the first session. Resolutions
22 requiring a vote of the House are to be accompanied by an explanation for lateness. Such resolutions
23 will be reviewed by the Committee on Rules and Credentials, which will recommend to the House
24 whether they should be accepted or rejected as House business. Authors may be present at the
25 Committee on Rules and Credentials meeting to explain their resolution. The foregoing rule shall not
26 apply to substitute resolutions. Any resolution submitted after the Committee on Rules and Credentials
27 has adjourned will require a three-fourths favorable vote of the members of the House present and
28 voting to become the business of the House.

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30 All resolutions must be introduced by a member of the House of Delegates either acting as an individual
31 or as a representative for a component society, specialty, or section.

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33 Resolutions emanating from a business meeting of an officially-recognized section of the Pennsylvania
34 Medical Society may be presented for consideration by the House of Delegates at any time before the
35 close of business at the opening session of the House. Discretion is urged in the number and timeliness
36 of the subjects of the resolutions introduced.

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38 Resolutions emanating from, and approved by, the Board of Trustees may be submitted directly to the
39 House of Delegates at any time prior to or during the meeting at the discretion of the Speaker.

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41 All resolutions are to be submitted to the Secretary of this Society and are to include the names of the
42 author and the introducer.

43
44 The Speaker of the House of Delegates, during the meeting of the House, shall have the right to declare
45 any resolution out of order in accordance with the principles of the parliamentary authority designated
46 in the bylaws.

1 **Standing Rule No. 3**
2 **Procedure for Review of Reference Committee Reports**
3 **(Revised October 23, 1972; Editorially Revised Nov. 6, 1981 & October 27, 1995)**
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5 The Speaker, Vice Speaker, legal counsel, and the executive vice president of this Society, or their
6 designated representatives, shall review with the reference committee chair each reference committee
7 report. This rule shall not prevent a reference committee from submitting any reports that it deems
8 proper.
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10 **Standing Rule No. 4**
11 **Actions of House in Effect Until Altered by House**
12 **(Adopted October 15, 1961; Editorially Revised October 27, 1995)**
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14 Any resolution or other action of this House of Delegates shall remain in effect until countermanded or
15 altered by the House of Delegates unless otherwise specified in the original action taken by the House of
16 Delegates.
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18 **Standing Rule No. 5**
19 **Voting Procedures of the House**
20 **(Revised October 23, 1972; & October 19, 1990; October 19, 2002;**
21 **Editorially Revised Nov. 6, 1981 & October 27, 1995)**
22

23 To expedite the work of the House, voting will be held during a recess of the House at a time or times
24 designated by the Speaker. Each delegate seated as of and including the second session of the House
25 will, during such recess, be certified by a member of the Committee on Rules and Credentials as a
26 delegate at a location which will be announced by the Speaker. At that time, the delegate will vote. The
27 opening and closing times of the polls will be announced by the Speaker.
28

29 **Standing Rule No. 6**
30 **Procedure Regarding the Report of the Committee to Nominate**
31 **Delegates and Alternates to the AMA and Elections of**
32 **Delegates and Alternates**
33 **(Revised October 23, 1972; October 19, 1990; & October 27, 2001;**
34 **Editorially Revised Nov. 6, 1981; Revised October 21, 1994; Editorially Revised October 27, 1995)**
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36 The report of the Committee to Nominate Delegates and Alternates to the AMA shall be supplied to the
37 delegates in their Official Reports Book material at the opening session. Nominating speeches may only
38 be one minute in length for any nominee who does not speak at the Luncheon to Meet the AMA
39 Delegate and Alternate Delegate Candidates. There will be no seconding speeches. All names on the
40 ballot shall be listed alphabetically with an asterisk denoting those being nominated by the nominating
41 committee.
42

43 **Standing Rule No. 7**
44 **Procedure Regarding the Bullet Ballot**
45 **(October 18, 1991; Revised October 19, 2002)**
46

47 The 1991 House of Delegates, following an open hearing of the Reference Committee on Rules and
48 Credentials, approved the recommendation that the bullet ballot will, henceforth, be discontinued. It is
49 required that if there are multiple candidates for positions of equal rank, a vote for every position must
50 be cast. Failure to vote for all positions will invalidate the ballot.

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Standing Rule No. 8
Recognition of Motion to Vote Immediately or Terminate Debate
(Editorially Revised October 27, 1995; Revised October 16, 2005)

The Speaker shall not recognize the motion to vote immediately or terminate debate as being “in order” unless both sides of a pending item of business have been heard.

Standing Rule No. 9
Election Rules for Offices Requiring a Majority Vote
(Adopted October 22, 1982; Editorially Revised October 27, 1995)

When a majority vote is not obtained by any one candidate on the first ballot, the names of the two candidates receiving the most votes will remain on the ballot for the second vote if their combined total is 50 percent of those voting. If the first two candidates do not have at least 50 percent of the votes, the candidate who received the third-highest vote will be added to the ballot.

Standing Rule No. 10
Procedures for Nominating Delegates and Alternate Delegates to the AMA
(Adopted October 22, 1982; Revised October 21, 1994, and October 27, 2001;
Editorially Revised October 17, 1995; Amended October 20, 2007)

The election of delegates and alternate delegates to the AMA shall allow a delegate who is defeated to be a candidate for an alternate delegate seat, and an alternate who is defeated as a candidate for delegate to be a candidate for an alternate delegate seat. To accomplish this, the election of delegates will take place before the second session of the House. Alternate delegates who have not completed year one of their two-year term and who wish to run for delegate must resign from their unexpired term as alternate delegate. Election of alternate delegates will also occur before the final scheduled session of the House.

Standing Rule No. 11
Number of Delegates to Serve as Sergeants-at-Arms
(Adopted October 21, 1994; Editorially Revised October 27, 1995; Amended October 17, 1997, and
October 16, 1998)

The Speaker shall appoint a sufficient number of delegates to act as Sergeants-at-Arms to maintain security. The Sergeants-at-Arms shall also serve as the Tellers.

Standing Rule No. 12
Time Limits on Debate from the Floor of the House
(Adopted October 21, 1994)

There shall be a three-minute limit on debate per speaker from the House Floor.

1 **Standing Rule No. 13**
2 **Disclosure of Financial Interests by Delegates**
3 **(Adopted October 18, 1996)**

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5 Members of the House of Delegates who have a substantial financial interest in a commercial
6 enterprise, which interest will be materially affected by a matter before the House of Delegates, must
7 publicly disclose that interest before:

- 8
9 -testifying at a reference committee on the matter, or
10 -speaking on the floor of the House of Delegates on the matter.

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12 **Standing Rule No. 14**
13 **Procedures for Amendments**
14 **(Adopted October 18, 1996)**

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16 All amendments five words or more in length must be handed to the Speaker in writing; however, it is
17 preferred that the amendment be taken to the Control Desk to be typed. This should be done in
18 advance of the amendment being proposed from the floor, when possible. To the extent feasible,
19 amendments five words or more will be made available to the House either on paper or electronically.

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21 **Standing Rule No. 15**
22 **Reference Committee Reports – Consent Calendar**
23 **(Adopted October 17, 1997)**

24
25 The Speaker shall have the option to present reference committee reports as a consent calendar.

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27 **Standing Rule No. 16**
28 **Electronic Device Use and Rules for Distribution of Materials/Information at the House Meeting**
29 **(Adopted October 13, 2000)**

30
31 The business of the House and its reference committees shall not be interrupted by the use of electronic
32 devices or the distribution of any materials or information unapproved by the Speaker during the
33 conduct of its business. All pagers, cellular telephones, and other electronic devices must be placed in
34 silent mode (e.g., vibrate or inactivated).

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36 **Standing Rule No. 17**
37 **Referral of Items of Business to the Board**
38 **(Adopted October 21, 2006)**

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40 Two subsidiary motions to refer items of business from the House of Delegates to the Board of Trustees
41 shall be in order. A motion to “Refer for Study” shall outrank a motion to amend, and a motion to
42 “Refer for Decision” shall outrank the motion to amend and the motion to refer for study. These
43 motions require a second; are debatable; are amendable; and require a majority vote for adoption. The
44 maker of these motions may not interrupt one who has the floor.

Standing Rule No. 18

Parliamentary Authority for October 14-15, 2017 House of Delegates

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The American Institute of Parliamentarians *Standard Code of Parliamentary Procedure* shall be the parliamentary authority of the Pennsylvania Medical Society House of Delegates for the October 14-15, 2017 annual meeting.