

PROPOSED RULES AND PROCEDURES

Presented by

**The Committee on Rules and Procedures
and presented for adoption to**

THE DISTRICT _____ DEMOCRATIC-NPL CONVENTION

Date: _____

1. **Robert's Rules:** Except as otherwise provided herein, Robert's Rules of Order shall govern the proceedings of this convention.
2. **Certified and Registered Delegates:** Certified delegates are those whose names are listed on the certification form signed by the precinct caucus chairperson or otherwise elected by the precinct caucus. Registered delegates are those who have checked off on the certification form.
 - a. **Challenges:** The procedures for challenges shall be in accordance with the bylaws for the Democratic-NPL Party.
3. **Quorum:** 40% of the duly certified and registered delegates of the Convention, members of any Convention committee, or participants in any caucus will constitute a quorum for the purpose of conducting the business of the meeting. 10% of any caucus or Convention committee may present a minority report to the full Convention immediately following the committee or caucus report and shall be accorded full debate time as provided under Rule 11 (B).
4. **Appointment of Officials:** The district chairperson shall appoint the following positions:
 - a. Parliamentarian
 - b. Sgt.-at-arms
 - c. Tellers
 - d. Pages
 - e. Timekeeper
 - f. Secretary
 - g. Any other officials the Chair may deem necessary to conduct the Convention
5. **Seating and Floor Privileges:** Only duly registered delegates and Convention officials will be permitted in the seating area for delegates. Alternates, candidates, the press, guests, observers, and visitors will be seated in other areas away from the delegate seating. Only duly registered delegates will have floor privileges. Guests of the Convention will be introduced by the chairperson at the specified times on the agenda. Guests who have been so introduced may be extended the privilege of addressing the Convention, but such speaking privilege will be limited to three minutes.

6. **Majority Vote:** All endorsements and other questions shall be determined by a majority of votes cast by the duly certified and registered delegates with the following exceptions:
 - a. Selection of delegates and alternates to the State Convention
 - b. A vote to suspend the rules or to call for the previous question (to Close debate), which shall require a two-thirds majority

7. **Voting:** Voting shall continue until a candidate or one side of an issue has received a majority of the votes cast
 - a. **Eligibility:** Only duly certified and registered delegates or alternates replacing delegates and who are on the floor are entitled to vote
 - b. **Voting within Delegations:** Precinct delegates may use any of the first three voting processes listed in subsection C of this rule
 - i. Proxy votes and unit rule are prohibited
 - c. **Voting in the Full Convention:** Voting in the full Convention is done in one of the following ways:
 - i. Voice votes if there is no provision for or request for a different method
 - ii. Show of hands or standing votes if there is doubt regarding a voice vote.
Any member may request such a division of the house
 - iii. Secret ballot if requested by a majority of the Convention
 - *If there is a contested race people may only vote for one candidate at a time.

8. **Limitation of Speaking Time:**
 - a. **Nominating, Seconding, and Candidate Speeches:** Speeches for candidates shall be limited as follows:
 - i. One nominating speech
 - ii. One seconding speech
 - iii. The candidate's speech
 - iv. The total time allowed for these three speeches would be nine minutes
 - o A legislative candidate may present their speech by electronically
 - v. The endorsed nominees will be allowed two minutes for comments following the balloting
 - b. **Discussion on Resolutions and Motions:** Each person shall be limited to two non-consecutive discussions for each resolution
 - i. Each speech shall not exceed two minutes

9. **Demonstrations:** Demonstrations by delegates or any other person will not be permitted

10. **State Convention Delegates and Alternates:** The District _____ Democratic-NPL Convention will send _____ delegates and _____ alternates to the North Dakota Democratic-NPL State Convention in Minot on March 19-22, 2020.
 - a. Delegates and alternates to the State Convention may be selected by the full Convention or by a preference caucus subject to confirmation by the full delegation.

In selecting the delegates and alternates to the State Convention, any delegate may place in nomination his/her own name or that of any other eligible person. A person need not be present for his/her name to be placed in nomination. The roster of delegates to the State Convention shall be balanced by gender. The roster of alternates shall also be balanced by gender. In addition, consideration shall be given to age, race, ethnicity, occupation, and economic status in the selection of delegates.

- 11. Platform and Resolutions:** To be considered by the Convention, proposed planks or resolutions not contained in the majority or minority report of the Committee on Platforms and Resolutions must be in writing and must be submitted to Committee on Platform and Resolutions prior to _____ p.m., on _____
- a. The platform shall be considered by section.
 - b. Any delegate can request the individual consideration of a resolution or platform plank
 - c. Substantive debate of the issue addressed by any resolution or platform plank shall be limited to ten (10) minutes in accordance with the provisions of Rule 8 (B)
 - i. Motions to amend and substitute motions shall not be timed separately
 - ii. Time consumed by procedural action, with the exception of motions to amend and substitute, shall not be charged against the time allotted for Substantive debate

- 12. Establishment of Preference Caucuses:** The Committee on Rules and Procedures shall determine and report to the Convention the number of like-minded delegates required to establish a preference caucus. The number of registered delegates at the convention is divided by the number of state delegates the district is allowed and the result is the number needed for a preference caucus to be established. If the division results in a fraction of $\frac{1}{2}$ or lower, the lower whole number will be the minimum number needed to establish a preference caucus. The Convention shall consider and adopt the report of the Committee on Rules and Procedures.
- a. **Nominations of Caucuses:** Caucuses shall be nominated from the Convention floor either verbally or in writing. Proponents of any caucus shall be granted a time not to exceed one (1) minute per preference caucus in which they may explain the purpose of and invite participation in their preference caucus.
 - i. **The Unsigned Ballot:** Each registered delegate shall cast an unsigned ballot on which he/she names any one candidate or issue on which he/she would like to see a preference caucus established, or write "uncommitted." Any ballot, which is unclear, will be discarded. Neither the failure of registered delegates to cast a ballot nor discarded ballots will change the minimum number needed to establish a preference caucus.
 - ii. **Results:** The Committee on Rules and Procedures will tally the ballots and report to the Convention the preference caucuses, which were established. An uncommitted caucus will be added to the list of established caucuses no matter how many votes it received. The Convention shall consider and adopt the Committee's report on the results of the unsigned ballot.

- b. Apportionment of Preference Caucuses:** Speeches shall be allowed in favor of established preference caucuses and the uncommitted caucus; these speeches shall be limited to one (1) per caucus of one (1) minute in length.
- i. The Signed Ballot:** Each registered delegate shall cast a signed ballot naming one of the established preference caucuses or the uncommitted caucus. If any ballot is unclear, the castor will be given an opportunity to clarify his/her intent. All unsigned ballots shall be discarded.
 - ii. If Minimum is not Achieved:** If, after the signed preferential ballot, there shall be any caucus not meeting the minimum number needed to select a delegate, the members of such caucus and any delegates who failed to submit signed ballots previously will be given an opportunity to submit a signed ballot for an established caucus.
 - iii. Delegate Strength Determination:** The Committee on rules and Procedures shall determine the number of delegates and alternates to the State convention each of the caucuses is entitled to elect as follows and shall report that determination to the Convention. The report shall be considered and adopted by the Convention.
 - 1. The number of State Convention delegates to be elected (____) will be divided into the number of signed ballots cast for each preference caucus and for the uncommitted caucus to the nearest whole number. The result will give the number of delegates and the number of alternates to be elected by each established caucus.
 - 2. If the process results in the apportioning of fewer than the delegates and alternates to be elected to the State Convention, the apportionment shall be increased beginning with the caucus with the highest fraction until the number of delegates and alternates to be elected is achieved. If this process would result in apportioning more than the delegates and alternates to be elected to the State Convention, the apportionment shall be pared back beginning with the caucus with lowest fraction until the proper delegate and alternate number is achieved.
- c. Preference Caucus Chairperson:** The Chairperson of the Convention shall name a temporary chairperson from and for each preference caucus and the uncommitted caucus whose only function shall be to convene the caucus for the purpose of electing its permanent chairperson.

13. Preference Caucus Delegate Selection Process: The first order of business shall be the election of a chairperson and a secretary.

- a. Election of Delegates:** A separate ballot shall be cast for each delegate or alternate slot. Each caucus member shall have one vote on each ballot. A majority of the votes cast shall be required for election; if a majority is not obtained on the first ballot, a run-off vote between the top 2 vote getters will be held. The person receiving the majority of votes on the run-off ballot shall be the first delegate elected by the caucus.

- i. **Review of Delegations:** Following the election of delegates and alternates from any preference caucus or uncommitted caucus, the caucus shall review the balance of the delegation according to Rule 10 above and shall attempt to resolve any imbalance in the delegation.
 - ii. **Report to Rules Committee:** Each caucus shall report to the Committee on Rules and Procedures, on the forms provided, the names, mailing addresses, and other information requested for each delegate and alternate to the State Convention it has selected. Delegates and alternates shall be listed in rank order, according to the order they were elected.
- b. **Balancing the Delegation:** The Committee on Rules and Procedures shall review the delegates and alternates, in accordance with Rule 10, to determine proper balance of the whole delegation. The Committee shall propose any changes necessary to achieve balance in consultation with preference and uncommitted caucus chairpersons. Any proposed changes must be adopted by the District Convention delegation by a majority vote.

14. Delegate Selection Process by Full Convention: If no preference caucuses are established on the first or second ballot, the delegates and alternates to the State Convention will be elected by the full Convention as follows:

- a. **Nominations:** Nominations from the floor will be in order and will remain open until each registered delegate has placed in nomination any eligible person he/she desires to nominate. Nominees shall be listed on a blackboard or sheet of paper so that all names are visible by the registered delegates. Each nominee or designee shall be granted at least two (2) minutes to address the Convention as a whole.
- b. **Election:** A separate ballot shall be cast for each delegate or alternate slot. Each convention delegate shall have one vote on each ballot. A majority of the votes cast shall be required for election; if a majority is not obtained on the first ballot, the second vote shall be limited to the two top vote getters in the first vote. The person receiving the largest number of votes on the first ballot shall be the first delegate elected by the caucus.
- c. **Agenda:** The Convention's agenda shall be the agenda presented by the Committee on Rules and Procedures and adopted by the Convention.

Respectfully submitted,

Committee on Rules and Procedures