

The General Guidelines are:

1. Members of the Organization (Appointed and or Elected Faculty Senate Members)  
Invitation to speak – 40-42 and 373-386
  - A.) All speakers must be recognized by the chair/Faculty Senate President before speaking
  - B.) All members “in good standing” have the right to participate with old or new business, motions, discussions and debates
  - C.) With the goal of fairness, each member can speak twice on the same motion at the same meeting on the same day
  - D.) All members are to be given an equal opportunity to speak while striving for fairness
  
2. Guests or Non-Members  
221 and 351
  - A.) Those who are not Faculty Senate Members or guests may only speak if granted permission by the Faculty Senate President, majority of Faculty Senate members (assembly) or the Constitution
  - B.) Those who are invited experts or presenters may speak on specific topics as is determined to be linked to the meeting
  
3. The Chair/Faculty Senate President Who is the Presiding Officer  
21-24 and 432-440
  - A.) The Faculty Senate does not usually debate with the exception of sub-boards or informal setting – neutral tone
  - B.) The Faculty President facilitates the meeting to provide information and to clarify the practices and or procedures
  
4. Committees  
160 and 512 – 521
  - A.) Committee meetings can be run with members speaking freely without being called upon with the gathering being less formal but what is salient is that the format be consistent across gatherings