



**SOLOMON ISLANDS NATIONAL UNIVERSITY**

**COUNCIL STANDING ORDERS**

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## 1. **GENERAL**

- 1.1 Section 2 of Chapter 3 of the Statutes has effect and the Council Standing Orders, now referred to as Standing Orders, shall be read in conjunction with that section of the Statutes.

## 2. **THE AGENDA**

- 2.1 All items to be presented to Council for decision shall be presented in a form of a motion, attaching where relevant, all papers, plans, maps or other documents relating to them.
- 2.2 A member of Council may raise queries to the management through the Chairperson of the Council on matters related to the management and operations of the University. Should the Councilor be not satisfied with the response, he or she may proceed to give notice through the Chairperson for inclusion of a motion on the agenda, which he or she intends to move in the Council. All necessary documents must be presented to the Council Secretariat fourteen (14) clear days before the Council convenes.
- 2.3 Prior to a debate on any agenda item, the Chairperson shall call for a motion relating to the item and a seconder. The item is ready for debate when the mover and the seconder have moved and seconded the motion.
- 2.4 A member may move a motion to change the order of business as set out in the Agenda. Such motion must be seconded and adopted by Council
- 2.5 Items which are identified as confidential shall be dealt with as Council may decide on a case to case basis.

## 3. **THE CHAIRPERSON**

- 3.1 Part 3 Section 10 of the SINU Act has effect as follows.
- 3.2 The Chairperson is responsible for the orderly and efficient conduct of business of the meeting and his or her ruling on a point of order shall be final.
- 3.3 The Chairperson shall refrain from participating in debate. If the Chairperson wishes to take part in the debate of an item, he/she shall vacate the Chair and shall call upon the Deputy Chair or in his/her absence another member of Council to take the Chair. The Chairperson shall resume when the meeting has moved to the next item.

#### 4. RULES FOR DEBATE

- 4.1 All debates on a motion tabled at a Council meeting shall be addressed through the Chair.
- 4.2 Except as provided for under these Standing Orders, any motion or amendment not seconded shall not be discussed and no entry thereof shall be made in the minutes.
- 4.3 A motion may be:
- (a) withdrawn by the mover of the principal motion and a seconder, or maybe;
  - (b) amended by any members present and a seconder.
- 4.4 In the absence of a member who has given notice of a motion, any member present may move such a motion, provided such a member has the written authority of the member giving notice, and delivers the notice before the motion is moved.
- 4.5 A reply shall be allowed to the mover of a substantive motion and to the mover of an amendment.
- 4.6 A member may raise a point of order through the Chair at any time, and the Chairperson shall immediately rule on the matter raised.
- 4.7 A member speaking to a motion shall be ruled out of order if he or she
- (a) speaks on matters that bear no relevance to the motion or amendments being debated;
  - (b) uses abusive language;
  - (c) raises matters that are not properly the business of Council.
- 4.8 Decisions on a motion shall be made as follows:-
- (a) vote by voices; or
  - (b) If requested by three members, by show of hands; or
  - (c) if requested by five members; by secret ballot

## 5. **GOING INTO COMMITTEE**

For the purpose of permitting formal discussion of an item, the Council may resolve by simple majority to go into committee for consideration of that item in which case the following rules shall apply.

- 5.1 The Chairperson shall have a vote and, in the case of an equality of votes, a casting vote.
- 5.2 A member may speak more than once on any question.
- 5.3 A motion need not be seconded unless it is a motion to resume Standing Orders.
- 5.4 A member may move at any time that Standing Orders be resumed.
- 5.5 On the resumption of normal meeting procedures, resolutions taken in Committee shall be put to the meeting without further debate.

## 6. **SUSPENSION AND AMENDMENT**

- 6.1 At any time , a member of the Council may move that any or all the Standing Orders be suspended; to be carried,
  - (a) the motion must be seconded and passed by a two-thirds majority of the members present.
  - (b) that the suspension is valid only for the meeting.
- 6.2 These Standing Orders may be amended or altered by a two-thirds majority of the Membership of Council, provided that any member wishing to move such amendment or alteration gives notice of his or her intention to do so to the Vice-Chancellor at least twenty-one (21) days before the meeting at which it is proposed to be discussed.

## 7. **VALIDITY OF DECISIONS**

- 7.1 Any decision made by the Council at a validity constituted meeting shall not be considered void by reason only of a departure from these Standing Orders which was not detected until after the decision had been made.