

Standing Rules of the General Assembly

As approved by 2024 General Assembly

The following rules are intended to ensure orderly and efficient business of the General Assembly meeting. These rules supplement existing regulations in the AAE's Constitution and Bylaws, which determine the General Assembly's rights and duties, meetings, elections, as well as member voting privileges.

- 1) The business of the General Assembly shall be conducted formally in accordance with accepted rules of parliamentary procedure. The current edition of the *American Institute of Parliamentarians Standard Code of Parliamentary Procedure* shall govern the deliberations of the Association in all cases in which they are applicable and not in conflict with the standing rules or the Constitution and Bylaws of the American Association of Endodontists.
- 2) A parliamentarian, appointed by the President, may preside over any portion of the meeting at the request of the President.
- 3) Members seeking recognition to speak shall approach the appropriate microphone. Members will be recognized to speak by the presiding officer.
- 4) As much as possible, the presiding officer will alternate between Pro and Con testimony. Point of order inquiries will receive preference over pro and con testimony as per common parliamentary procedure.
- 5) When called on to speak, state your name, membership category, and state of residence, and whether you are speaking in favor of or opposing the pending question [the motion being considered].
- 6) Each speaker will be given a two-minute time limit. Speakers will receive a time warning when 30 seconds are left in their time limit.
- 7) Simple amendments may be made from the floor. More complex proposed amendments must be submitted to the AAE in writing, and it is requested that they are submitted as early as possible in advance of the meeting. Such proposals may be e-mailed to governance@aae.org.
- 8) Proposed motions for New Business must be submitted to the AAE in writing. New Business submitted two weeks prior to the General Assembly meeting will be considered by the Assembly. Any new business received following the two-week deadline must be approved by a 2/3 vote of the assembly in order to be considered. Such proposals may be e-mailed to governance@aae.org.