



# **New Delegate Orientation**

**Edmund R. Donoghue Jr., M.D.**

**Speaker of the House of Delegates  
MAG House of Delegates**

---



# Welcome

---

- This presentation will address...
  - General conduct
  - Procedures
  - Motions
  - Other topics of interest



# Handbook

---

- Order of business
- Parliamentary procedure
- Items of business
- Reference committee assignments and members
- Delegates list
- Ballot (electronic voting)
- Reports of officers, directors, committees, etc.
- Resolutions



# Resolutions

---

- There are two parts to a resolution...
  1. The “whereas” provides background information
  2. The “resolved” stands alone and will be voted on by the House
    - Discussed in a reference committee
    - Only the items in the “resolved” are the business of the House and will be voted on



# Resolutions

---

- The reference committees report their recommendations to the House
- The reference committee can recommend the following actions on a resolution...
  - Approve
  - Reject
  - Amend
  - Refer



# Reference Committees

---

- Are the working committees of the House
- Consist of delegates who review resolutions/reports
- Report their recommendations to the House for action
- Any member of MAG or invited guest may speak at a reference committee hearing
- The majority of discussion should take place in the reference committees



# Opening Session (Saturday Morning)

---

- Introduce officers and guests
- Submit/accept late resolutions
- Assign items to committees
- Conduct elections; contested elections take place on Sunday



# Final Session (Sunday Morning)

---

- Reference committee reports
  - Debate (use applicable pro or con floor mics)
  - Amend (if needed)
  - Vote
- Conduct contested elections (if necessary)





# HOD Action

---

- Following action by the House, a resolution may...
  - Be rejected
  - Become MAG policy
  - Be sent to the MAG Board of Directors for decision or referred by the board to a committee for further study and report back
  - Be sent to the AMA House of Delegates



# Amendments

---

- Intended to clarify or improve a resolution
- Delegates can offer amendments in writing during debate in House



# Amendments

---

- An amendment offered to a motion is a “first order” amendment
- An amendment to an amendment is a “second order” amendment
- Second order amendments must be disposed of before going back to consider the first rank amendment
- Only one amendment of each rank may be before the assembly, but once disposed of another amendment of the same rank may be presented



# Amendments

---

- Amendments should be presented in writing to MAG staff before the start of the debate on any issue
- The Speaker will be responsible for clarifying which amendment and issue are on the table
- Debate begins by consideration of the item of business in the reference committee report



# Voting

---

- The Speaker will call for a vote once all debate has been exhausted
- Voting is usually conducted electronically but voice voting may occur
- If both sides have been heard, an immediate vote on any issue being debated may be called by gaining recognition at a microphone and saying "I move that we close debate and vote immediately"
- The motion must be seconded and a vote will then be taken on whether to close debate and take an immediate vote, a 2/3 majority is required to close debate and vote immediately



# Defeating an Issue

---

To defeat an issue, a delegate should...

- Speak against it in the reference committee
- Vote against the issue and persuade others to vote against the issue



# Debate

---

A delegate will not be recognized if they...

- Are not at a microphone
- Have already spoken on an issue

Delegates are encouraged to offer new arguments for or against an item of business and not simply repeat arguments that have already been stated when they address the house.



# Questions?

---

- The Speaker and Vice Speaker are here to...
  - Assist you
  - Answer your questions
- If we don't have the answer, we will get one or refer you to the appropriate staff person

Please direct any questions regarding this presentation to Dr. Donoghue by phone 912.921.5954 or by email to [donoghue1@aol.com](mailto:donoghue1@aol.com)