**Voting Process**

In this ICC meeting, ICC has to vote on three agenda items. For this ICC meeting, the ICC Executive Board will be sticking to Roberts Rules of Order to establish a fair and respectful process. We appreciate if you respect all people in this and each meeting by being respectful of each other and the process. In our meetings we want everyone to be heard; therefore we appreciate it if you respect each other’s rights.

Please note that:

1. Maddie will be keeping a list of those who want to speak for the motion, and those who want to speak against the motion.
   a. If you would like to be placed on this list, please raise your hand and Maddie will take your name down in the order raised.
   b. Each club representative (one designee per club) may speak **twice** about each agenda item for up to **1 minute** each time.

2. In order to finish the ICC meetings on time, we need to go by the times allocated for each agenda item in the agenda. If ICC needs more time for an agenda item, someone has to make a motion to extend the agenda’s time.

3. Questions can be asked during the discussion prior to a motion, but they have to be completely unbiased. You can ask questions by raising your hand, and saying “I have a point of information.”

**The voting process goes in the following steps:**

1. Some one makes a motion about the agenda item
2. Someone Seconds the motion
3. We are going to have our Pro & Con Debate. ICC Executive Board is going to take the names on each side of the debate, and give each person 1 min to talk about their ideas. Each Person can talk for the second time, **after all others are given a chance to talk about their side of the story. PLEASE RAISE YOUR HAND WHEN YOU WANT TO TALK, TO MAKE SURE THAT EVERYONE HAS A FAIR SHOT IN DOING SO.**
4. Then the Chair of ICC says, “I call the question,” and asks how many people vote yes and how many vote no.
5. If motion carries, ICC has approved the agenda item, if not, the motion has failed.

This Voting Process is the same for every meeting.

*ICC Executive Board appreciates your participation.*