

2016 State FFA Parliamentary Procedure Exam

Do not write on the exam, record your answer on the answer sheet.

___ 1. The word *majority* means:

- A. "exactly half."
- B. "less than half."
- C. "more than half."
- D. 51%.

___ 2. The quorum of an assembly is:

- A. two-thirds of the members present at a meeting.
- B. the largest number that can be depended on to attend any meeting.
- C. the number of members who must be present for business to be legally transacted.
- D. the number of members who always vote on motions brought before the assembly.

___ 3. If it appears that a motion will require time or study to perfect, it would be appropriate for a member to make a motion to

- A. Postpone to a Certain Time.
- B. Postpone Indefinitely.
- C. Adjourn.
- D. Amend.

___ 4. Calling a meeting to order is:

- A. always completed after the minutes are read.
- B. the first item of business.
- C. not part of the order of business.
- D. always done by the vice-president.

___ 5. The seconder of a motion

- A. should always raise a hand.
- B. should always stand and give his/her name.
- C. must be recognized by the chair.
- D. does not need to obtain the floor.

___ 6. One feature of a *special meeting* is that

- A. it can be held at the same time as a regular meeting.
- B. as many different items as desired can be discussed during the meeting.
- C. notice of the time, place, and purpose must be mailed to members several days in advance.
- D. the president can call one at any time without notice.

___ 7. After debate seems to have ended on a main motion, the chairman makes sure that no one else wishes to speak by asking

- A. "Are there any questions?"
- B. "Are you ready for the question?" or "Is there any further debate?"
- C. "Are there any questions that members wish to ask the maker of the motion?"
- D. the maker of the motion for permission to take a voice vote.

_____ 8. There are 26 in the affirmative and 26 in the negative on a vote for a main motion. Which way would the chairman have to vote in order for the motion to be adopted?

- A. For the negative
- B. For the affirmative
- C. The chair would have to abstain
- D. None of the above. The chair cannot vote in this situation.

_____ 9. One feature of main motions is that they

- A. can be made when other main motions are pending.
- B. rank the highest in the order of precedence of motions.
- C. are classified as one of the secondary motions.
- D. bring business before the assembly.

_____ 10. Which of the following is false regarding an amendment?

- A. An amendment can be applied to itself.
- B. Debate on an amendment is permissible only for the member who proposed the amendment.
- C. The presiding officer cannot debate an amendment unless the chair is given up to the next ranking officer.
- D. An amendment requires a majority vote to be adopted.

_____ 11. The subsidiary motion to *Limit or Extend Limits of Debate*

- A. can only be applied to amendments.
- B. requires a majority vote to be adopted.
- C. is in order when another member has the floor.
- D. takes precedence over all debatable motions.

_____ 12. Which one of the following subsidiary motions can be applied to the motion to *Lay on the Table*?

- A. Postpone Indefinitely
- B. Refer to a Committee
- C. Previous Question
- D. None of the above. No subsidiary motion can be applied to the motion to *Lay on the Table*.

_____ 13. The privileged motion to *Adjourn* takes precedence over all motions except the motion to

- A. Fix the Time to Which to Adjourn.
- B. Recess.
- C. Amend.
- D. Lay on the Table.

_____ 14. Which statement below is true regarding a *Point of Order*?

- A. Points of order should be called on minor irregularities.
- B. A parliamentary inquiry has the same purpose as a point of order.
- C. If a motion is not seconded, and is debated and then adopted, a point of order is too late.
- D. A member must rise and be recognized by the chair before raising a point of order.

___ 15. Assume a member has proposed a motion "that we send our president and all the other officers to Hawaii." You want to discuss "sending our president to "Hawaii" and "sending all the other officers to Hawaii" separately. What could you do?

- A. Propose an amendment that will divide the question into two, separate parts.
- B. From your seat, and without obtaining the floor say, "I call for a division."
- C. Rise to a point of order because there are two different topics pending.
- D. Obtain the floor and say, "I move to divide the motion so as to consider separately the question of 'sending our president to Hawaii' and 'sending all the other officers to Hawaii.'"

___ 16. Which of the following is NOT a motion that brings a question again before the assembly?

- A. Withdraw a Motion.
- B. Take from the Table
- C. Rescind
- D. Reconsider

___ 17. A motion that is *Taken From the Table*

- A. cannot be amended.
- B. requires a two-thirds vote to be adopted.
- C. can be laid on the table again.
- D. must be debated by the member who proposed the motion that was tabled.

___ 18. Which of the following motions does NOT require a 2/3 vote?

- A. Previous Question
- B. Reconsider
- C. Rescind (without previous notice)
- D. Limit or Extend Limits of Debate

___ 19. Which motion below is used to make a pending question an order of the day for a future time?

- A. Lay on the Table
- B. Amend
- C. Postpone to a Certain Time (Definitely)
- D. Reconsider

___ 20. The FFA chapter has a total membership of 180, and 91 members make a quorum. There are 120 members present at the meeting. The minimum number of yes votes required to adopt a main motion is:

- A. 60.
- B. 61.
- C. 90.
- D. 91.

____ 21. One of the duties of a presiding officer of a FFA chapter is to
A. open the meeting only after all members are present.
B. allow members to debate without recognition.
C. allow frivolous and dilatory motions.
D. expedite business.

____ 22. Which class of motions do not relate to pending business, but have to do with special matters of immediate and overriding importance?
A. Subsidiary Motions
B. Incidental Motions
C. Privileged Motions
D. Motions that bring a question again before the assembly

____ 23. Which motion below is the lowest ranking privileged motion?
A. Recess
B. Call for the Orders of the Day
C. Adjourn
D. Raise a Question of Privilege

____ 24. A *Main Motion* must be
A. seconded.
B. debated.
C. made when another member has the floor.
D. adopted by a two-thirds vote.

____ 25. Which one of the following motions is debatable and amendable?
A. Previous Question
B. Refer to a Committee
C. Suspend the Rules
D. Take From the Table

2016 State FFA Parliamentary Procedure Exam Key

1. C
2. C
3. A
4. C
5. D
6. C
7. B
8. B
9. D
10. B
11. D
12. D
13. A
14. C
15. D
16. A
17. C
18. B
19. C
20. B
21. D
22. C
23. B
24. A
25. B

2016 Parliamentary Abilities for State Convention - PRELIMINARY ROUND

Subject: Chapter Farm

Main Motion: I move that we use one acre of our chapter farm to start a school garden.

Point of Order

Amend

Lay on the Table

Raise a question of privilege

Withdraw a motion

2016 Parliamentary Abilities for State Convention - FINAL ROUND

Subject: Corn Drive for Camp Courage

Main Motion: I move that we hold our corn drive for Camp Courage on November 1, 2016 and hold a food drive for the area food bank on November 4, 2016.

Postpone to a certain time

Previous question

Parliamentary inquiry

Division of a question

Reconsider*

*I move to reconsider that our chapter sells fruit.