

Rules of Procedure

The *italicized* language is from the RMS Constitution and cannot be amended from the floor.

S7.32. Robert's Rules of Order, latest edition, shall govern parliamentary procedures of the Synod Assembly, unless otherwise ordered by the assembly.

†S7.21. The membership of the Synod Assembly, of which at least 60 percent of the voting membership shall be composed of laypersons, shall be constituted as follows:

a. All rostered ministers under call on the roster of this synod shall be voting members of the Synod Assembly.

b. A minimum of one lay member elected by each congregation with fewer than 175 baptized members and a minimum of two lay members elected by each congregation with 175 or more baptized members related to this synod, typically one of whom shall be a man and one of whom shall be a woman, shall be voting members. The Synod Council shall establish a formula to provide additional lay representation from congregations on the basis of number of baptized members in the congregation. The Synod Council shall seek to ensure that, as nearly as possible, at least 45 percent of the lay members of the assembly shall be women and, as nearly as possible, at least 45 percent shall be men.

c. Voting membership shall include the officers of this synod.

S7.28. Duly elected voting members of the Synod Council who are not otherwise voting members of the Synod Assembly under †S7.21. shall be granted the privilege of both voice and vote as members of the Synod Assembly.

i. All retired ministers on the roster of this synod who are currently serving as interim pastors.

S7.21.02.01. The following formula shall provide additional lay representation from congregations to the Synod Assembly based upon the baptized membership as of the latest reporting period:

a. Congregations having baptized membership of 650 to 1,199 shall be allowed one additional lay voting member (male or female).

b. Congregations having baptized membership of 1,200 or more shall be allowed two additional lay voting members (one female and one male).

S7.21.03 The recognized Campus Ministry sites within this synod, each may elect not more than two lay voting members to the Synod Assembly. The persons elected under this section shall not have attained the age of 30 years at the time of election to the Assembly.

S7.21.04. The recognized Outdoor Ministry sites within this synod, each may send not more than one voting member to Synod Assembly. The person sent under this section should be the Executive Director of the respective Outdoor Ministry site.

S7.22.01. Ten percent of the roster of retired rostered ministers of this synod may serve as voting members of the Synod Assembly. They shall be selected annually through a lottery process by the Executive Committee of the Synod Council. All others shall be advisory members with voice but not vote.

S7.22.02. Rostered ministers who are on leave from call, or those designated as disabled, on the roster of the synod may serve as voting members of the Synod Assembly.

1. The Privilege of the Floor

†S7.23. The presiding bishop of the Evangelical Lutheran Church in America and such other official representatives of the Churchwide organization as may be designated by the presiding bishop, shall have voice but not vote in the meetings of the Synod Assembly. Like privileges shall be accorded to those additional persons whom the Synod Assembly or the Synod Council shall from time to time designate.

- a. Ordained clergy on other denominational rosters serving in shared ELCA ministries in the Rocky Mountain Synod shall have voice but not vote in meetings of the Synod Assembly.
- b. Like privileges shall be accorded to those additional persons whom the Synod Assembly shall from time to time designate. Like privileges shall be accorded to persons in connection with their reports, such as chairpersons of synodical committees, representatives of the institutions and agencies related to or officially recognized by this synod and the president of the Synodical Women's Organization of the ELCA.

2. The Chairperson of the Synod Assembly shall be the Bishop of the Rocky Mountain Synod.

3. The Secretary of the Synod Assembly shall be the secretary of the Rocky Mountain Synod.
4. The bishop, in consultation with the Synod Council, shall appoint a Committee on Reference and Counsel to review all proposed changes or additions to the Constitution and bylaws and other items submitted which are not germane to items contained in the stated agenda of the Synod Assembly.
5. Other committees to serve the Synod Assembly shall be appointed by the bishop.
6. With the consent of the Assembly, the Chairperson shall have the authority to call items of business before the Assembly in whatever order he or she considers most expedient for the conduct of the Assembly's business.
7. In the elections to be held at this Assembly, a majority of votes cast shall be necessary for election, except for election for the office of bishop which will proceed according to the constitution and bylaws.
8. Candidates nominated must complete the standard Nomination form before the deadline announced by the chair. Failure to submit the form by the deadline will result in exclusion from the ballot. A biography abstracted from the Nomination form can be distributed. No other documents from the candidates will be permitted to be distributed.
9. Voting may be conducted by mobile application. Voting members will have received a security code upon registration. This code is not to be shared. **Members may vote only while present in the meeting room.** Members that have difficulty during voting should raise their hand and assistance will be available. Voting by mobile application is considered a ballot vote.
10. Voting on motions may be done by voting cards or mobile application, in addition to the methods provided in the parliamentary authority.
11. Any proposal to appropriate funds, whether by amendment to the budget or otherwise, which is presented to a meeting of the Synod Assembly without the approval of the Synod Council, shall require a two-thirds vote of the assembly for adoption. (RMSC S7.32.14)
12. Speeches during debate on any items before this assembly shall be limited to three minutes.
13. The Synod Council shall approve the minutes of the Synod Assembly.