

Charles S. Mott Community College Student Government Association

Bi-Monthly Meeting Code of Conduct

Instituted 6 November, 2009

I. Appropriate Conduct of Club Representatives

A. General

1. Don't speak unless called upon when floor has not yet been opened.
2. Turn OFF all cell phones and electronic mobile devices.
3. Listen attentively to anyone speaking.

B. During Guest Presentations/Questionnaires

1. Don't make a proposal.
2. Don't dialogue with the guest - comments and follow-up questions should maintain a direct connection with the original inquiry.
3. Don't get on a "soap box."
4. Respect the time of the guest to whom questions are directed.
 - a) Listen attentively.
 - b) Don't use time to explain or teach something to your peers.
 - i. Arrange to make a presentation if you'd like to do such.

C. During Open Floor Session

1. Use open floor for announcements and brief articulation of questions and/or complaints.

II. Appropriate Conduct of Executive Officers

A. General

1. Respect the time of Club Representatives and public attendees.
 - a) Aim to make brief but pointed presentations and/or proposals.

B. In Making Proposals

1. Make every attempt to present ideas in an objective and well reasoned way that is sensitive to varying personal value systems.

C. In Forming Subcommittees

1. Ask for volunteers in a respectful and courteous manner.