

Textbook and Instructional Materials Quality Commission Policy

1.400 TEXTBOOK COMMISSION MEETINGS RULES OF ORDER

Debates and proceedings before the Commission will be conducted in accordance with Robert's Rules of Order (current edition) when not in conflict with policies of the Commission or other statutory requirements.

A. RECOGNITION OF SPEAKERS

The Commission may to allow nonmembers of the Commission to speak during Commission meetings. Persons wishing to speak regarding an item on the Commission shall notify the Secretary of the Commission at least fifteen (15) business days prior to the scheduled meeting. Such person(s) shall give his/her name, address, phone number, email address, and the organization, agency or individual he/he will be representing. No person, committee, or delegation, not on the agenda, shall be heard unless recognized by the chairman. Speakers will be given a time limit as determined by the Secretary of the Commission, in consultation with the Chairman.

B. SUBJECT OF REMARKS

All speakers before the Commission shall confine their remarks to the subject indicated in the recognition by the Chairman.

C. PROCEDURE FOR ASKING QUESTIONS

Public speakers shall not directly question individual members of the Commission or the Chairman without express permission of the Chairman, nor shall individual members of the Commission address questions directly to the speaker without permission of the Chairman.

D. REPRESENTATIVES OF GROUPS

Only one spokesperson for any group appearing before the Commission shall address the Commission.

Other members may do so with express permission of the Chairman or by previous arrangement.

E. DEMONSTRATIONS

Disruptive behavior, placards, and banners shall not be permitted in the meeting room of the Commission. Building security will be asked to remove persons in violation of this section.

F. ENFORCEMENT

Any person violating rules of this article (Rules of Order) shall be denied the floor.