

Note From APA

In 1994, APA Books, the publishing arm of the American Psychological Association, reissued Ray E. Keeseey's *Modern Parliamentary Procedure*, which had originally been published in 1971 by Houghton Mifflin. This influential work has stood the test of time, successfully serving as the guide to procedural order in extensive APA proceedings since its formal adoption by the association in 1981. While the concise elegance of this parliamentary system remains exemplary, developments since its original publication demand a new edition to serve the changing needs of a new generation of organizations and conveners.

In a prefatory note to the APA's 1994 edition, then APA Publisher Gary VandenBos wrote that Keeseey's original book had proven to be

precisely what it claims to be: a practical, straightforward presentation of a simplified procedural system for open participation in and effective direction of deliberative meetings. . . . [It] provides a singularly practical alternative to the few classic procedural texts, which are often viewed as more appropriate for use by the largest and most formalistic governing bodies.

Such is still the case, and great care has been taken to ensure that tradition continues with the new edition.

The APA can proudly state that it has successfully used the Keesey approach for almost 40 years in a variety of applications—from the formal proceedings of its 177-member Council of Representatives to smaller board and committee deliberations. The Keesey approach has been road tested both in times of great generativity and in times of conflict. Having such a practical tool to help guide both complex deliberations and smaller group decision making has served to provide down-to-earth, unified guidance for all of the APA's volunteer governance activities and those of its many affiliate groups.

Keesey's Preface to the 1994 edition laid out his simplified method as follows:

This book is a manual of simplified parliamentary procedure, entirely compatible with accepted parliamentary principles, but free of the traditional mysterious jargon of the professional parliamentarian. This book's specific points of departure from other manuals of parliamentary procedure are

1. reduction in the number of motions,
2. simplified precedence of motions,
3. elimination of the "seconding" of motions, and
4. emphasis on the principle of majority rule.

The procedure is truly simplified. The total number of motions is considerably reduced, and each motion says exactly what it means, requiring no restatement or translation by the presiding officer. Superfluous motions have been eliminated, and "subsidiary and privileged

motions” have been combined into the single category, Ordinary Motions. Unnecessary and confusing motions have been relegated to . . . [see Appendix A in this 2018 edition]. Many distinctions in the rank of precedence of motions have been eliminated, and the student or group member will find less rote memory required for effective participation in meetings. Time will be saved by not insisting on the seconding of motions. In general, stressing a more straightforward and open procedure for meetings eliminates the parliamentary impasses that appear to follow when too much attention is given to parliamentary intrigue and manipulation. It is therefore easier to participate in a meeting conducted under the rules in *Modern Parliamentary Procedure*, and the authority for flexibility in administering rules rests firmly in the assembly itself. In this way, organizations using *Modern Parliamentary Procedure* will find their meetings more democratic in operation.

Updating such a useful tool, while maintaining its essence, has been a challenging but worthwhile goal. The APA is fortunate to have collaborated with the American Institute of Parliamentarians (AIP) in revising *Modern Parliamentary Procedure*. In searching for a professional parliamentarian to facilitate its 2015 national meeting, the APA contacted Kay Crews, president of the AIP. One idea that emerged from that conversation was the possibility of having the organizations work together to revise Keesey’s classic work. Both organizations quickly embraced the idea. An Advisory Board was named, headed by long-time AIP member James Lochrie, and then met during summer 2016 to start the process of bringing Keesey’s program up-to-date, as

well as to review the range of human and technology challenges and situations confronting today's meeting leaders and parliamentarians. In the current tumultuous, diverse, and fast-paced world of organizational change, there is an accelerating need for tools that facilitate streamlined, nimble, inclusive, and effective formal organizational deliberation and decision making. More than ever, the APA and AIP believe that this updated 21st-century edition of Ray Keesey's *Modern Parliamentary Procedure* is an indispensable tool—not only for large associations and governance bodies but also for small club and organizational boards seeking ways to run effective and inclusive meetings. We are pleased to present this new edition of a classic work.

—Sandra L. Shullman, PhD, Partner,
Executive Development Group, LLC,
and former APA Parliamentarian

ADVISORY BOARD MEMBERS

Kay Allison Crews, CPP, is president of the AIP (2015–present). Previously, she served as Secretary of the AIP and is a member of the Printed Materials Division of the Education Department. She is the instructor for the *Introduction to Parliamentary Procedure: Dynamics of Leadership* course offered by the University of Wisconsin Independent Learning department.

Christopher Kelaher, MA, is a senior acquisitions editor, APA Books, and served as the APA staff liaison

to the project. His work in getting the project started, and then in keeping the momentum going during the postwriting phase, was essential to keeping the project on track.

James Lochrie, CPP-T, is a former president of the AIP (1999–2001) and member of the prestigious AIP Opinions Committee, which provides interpretation of difficult procedural problems for its members and the general public. Jim also served on the authorship team for the *AIP Standard Code of Parliamentary Procedure* (published in 2012) and *Fundamentals of Parliamentary Procedure*. Jim's capable leadership of the team ensured that each member had equal opportunity for input and that decisions were reached in a fair and logical manner.

Michael Malamut, JD, CPP-T, is a past president of the American College of Parliamentary Lawyers and a member of the authorship team for the *AIP Standard Code of Parliamentary Procedure*. He is also credentialed as a Certified Governance Trainer by BoardSource. Michael, who chairs the AIP Opinions Committee, also provided important insight into the intersections between parliamentary procedure and the law.

Weldon Merritt, CPP, serves as a member of the AIP Board of Directors and has previously been chairman of the AIP Bylaws and Standing Orders Committee. In 2014, he served as a member of the project team to update the AIP's *Fundamentals of Parliamentary Law and Procedure*.

Ann Rempel, CPP-T, served as the AIP education director for 5 years, and has served as the curriculum

director and instructor for the AIP Teacher Certification Course. She also has been a member of the AIP Ethics Committee and the AIP Opinions Committee, and was a member of the authorship team for the *AIP Standard Code of Parliamentary Procedure*. Ann currently serves the AIP as chair of the Education Department's Printed Materials Division, as the official parliamentarian, and as a consultant to the Opinions Committee.

Sandra L. Shullman, PhD, served as the primary liaison between the AIP parliamentary members of the team and the APA. Professionally, she directs large-scale executive coaching, executive education, and leadership development projects for national and multinational client organizations. Sandy has served as a member of the APA's Board of Directors and as the APA parliamentarian. She chaired the APA Good Governance Project, a strategic initiative designed to help the APA assure its governance structure is effectively aligned with the APA strategic plan.

Joe Theobald, PhD, CP-T, is a member of the AIP Board of Directors and serves on the AIP Bylaws and Standing Orders Committee. He is chairman of the Audit Committee and has served as the official parliamentarian pro tem for the AIP.