

Jack Howe High School Invitational at Cal State Long Beach

Overall Tournament: 9/18-9/20
Student Congress Rounds: 9/18-9/19

Student Congress Information Packet For Contestants, Judges, and Coaches

Important Notes:

The information in this packet is tentative with regard to the preliminary round format. The tournament reserves the right to amend these policies if entry numbers drastically change before tournament weekend. Please check back for any updates to these policies before the tournament.

The rules contained herein are designed to promote procedural unity among the chambers. They are subject to change by the staff at any time, but they may NOT be altered or ignored through a suspension of the rules by the chamber.

Please review this document if you have questions regarding student congress at the 2021 Jack Howe Memorial Tournament. There are new changes in this updated manual.

Update Date: August 5, 2021

Schedule

Saturday (9/18) (Middle School Congress)

8:15 AM	Judge and Parliamentarian Training
8:45 AM	Parliamentarian Call
9:00 AM	Judge Call for Preliminary Rounds (Mandatory for All Congress Judges)
9:00 AM	Students Report to Chambers for their Technology Check and Pre-round Discussions
9:30 AM	Complete Judge Call
9:45 AM	Round 1 Begins (until 11:45 AM)
1:15 PM	Round 2 Begins (until 3:15 PM)
4:45 PM	Final Round (until 6:45 PM)

Saturday (9/18) (Open Congress)

8:15 AM	Judge and Parliamentarian Training
8:45 AM	Parliamentarian Call
9:00 AM	Judge Call for Preliminary Rounds (Mandatory for All Congress Judges)
9:00 AM	Students Report to Chambers for their Technology Check and Pre-round Discussions
9:30 AM	Complete Judge Call
9:45 AM	Round 1 Begins (until 11:45 AM)
1:15 PM	Round 2 Begins (until 3:15 PM)
4:45 PM	Round 3 Begins (until 6:45 PM)

Sunday (9/19) (Open Congress)

8:15 AM	Judge Meeting/Training/Call for Semifinal Round
9:00 AM	Students Report to Chambers for Semifinal Round
9:15 AM	Semi-final Round begins (until 11:45)
12:45 PM	Judge Meeting/Training/Call for Final Round
1:15 PM	Final Round (until 4:15 PM)

Double Entry Policy

At the Jack Howe Tournament, Student Congress is treated as a debate event and occurs within the debate pattern of events. Here are the guidelines for double-entries for competitors in student congress:

1. Students in Student Congress **may not** double enter in any other debate event (e.g., Lincoln-Douglas Debate, Policy Debate, Public Forum Debate, Worlds Schools Debate, or Parliamentary Debate).
2. Students in Student Congress **may** double enter in one speech event. However, competitors in Student Congress **may not** enter in Extemporaneous Speaking.

Self-care Recommendations and Best Practices for Equity and Mental Health

Self-care during online tournaments:

- **Stay hydrated.** Have water or drinks that are low in sugar, carbonation, or caffeine to consume during rounds.
- **Remember to eat.** A brief snack during the round is acceptable (e.g., Kind bars, fruit, or pea or lentil crisps). A meal during the round is not; however, remember to eat proper meals during downtime or in between rounds.
- **Take time to relax between rounds.** You have prepared for the tournament, and we believe you will do well. When given the option between a 20-minute break and 20 minutes of extra preparation, we suggest you take 20 minutes to rest.

General Notes on Biases and Respect in Congress:

- Respect yourselves and each other.
- Refer to the CSULB Anti-harassment and Anti-discrimination statement.
- Be wary of contradicting a lived experience.
- Focus on discussing evidence and logic. Do not attack specific Senators as an individual.
- Be aware of your biases
- Be aware of coded language or terms used to transmit aggressions toward others.
- Do not comment on how anyone's appearance or room layout

Best Practices for Online Tournaments

- Use headphones for audio when possible.
- Speak at a normal speaking level. Many people will have headphones on. Speaking at a level that is louder than a normal speaking volume may cause ear discomfort and distract from your speech.
- Ideally, rounds should be run on a computer with Chrome as your web browser (NSDA Campus will not work on any other browser). Cameras should be on at all times unless specifically directed by a member of the tabulation staff.
- Print research before the round or use a second device for research and notes. Close any programs that are not directly related to connecting to the round on the device you are using to connect to the Congress Chamber. This will help with connectivity issues and with performance during the round.
- Close excess tabs that are not related to the Congress Chamber.

Official Rules

Chamber Decorum:

- Each varsity preliminary chamber is designated a SENATE. A member of the SENATE is always referred to as “Senator.”
- Placards
 - Students should have a physical placard for all rounds to aid in the recognition of speakers for speeches, motions, and roll-call votes.
 - Refer to how to make a placard [here](#).

LEGISLATIVE DAY:

- A legislative day is one session.
- Speaker order (recency) resets after each session.

AGENDA ORDER:

- Each chamber may determine its own agenda based on the order of the legislation assigned per round compiled in the tournament docket.
- No bills may be introduced that are not listed in the tournament docket.

PRESIDING OFFICER NOMINATIONS AND ELECTIONS:

- For preliminary rounds in Open Congress and all rounds in Middle School Congress:
 - There is **one (1) elected Presiding Officer** in each session.
 - Students who are elected as a Presiding Officer must serve the entire session.
 - The Presiding Officer should not step down to give a speech during any bill in the session that they serve as a presiding officer.
 - No legislator may serve in that office for more than one session if there are other willing candidates within the chamber.
- For elimination rounds in Open Congress:
 - There may be up to **two (2) elected Presiding Officers** in each session.
 - Students will be individually elected for the first and second half of each session. The student who served as the Presiding Officer for the first half of the session may serve as the Presiding Officer of the second half of the session if no other students want to preside over that portion of the elimination round.
 - The Presiding Officer should not step down to give a speech during the bill(s) in the session that they serve as a presiding officer.
 - A student may nominate themselves to be the Presiding Officer for both the semifinal and final round.
- Presiding Officers shall be elected from the floor.
- The *Parliamentarian* using a secret ballot conducts elections. A majority vote is required to elect a candidate. Elections should occur until one nominee has more than 50% of the vote with each subsequent election eliminating the candidate with the fewest votes.

RECOGNITION OF SPEAKERS:

- Presiding officers must use precedence when recognizing speakers. This means that presiding officers must choose speakers who have spoken least (or not at all).
- Presiding officers should employ recency once precedence has been set. This means that the presiding officers should select the speaker who has spoken *least recently* (or earliest).
- Regarding recency when precedence nor recency are not set:
- The tournament staff will provide a preset precedence chart to be used for the round.
- Presiding officers may choose to either use the predetermined precedence chart or their own system for determining precedence.
 - Presiding officers should announce how they will determine precedence.
 - If a presiding officer plans to use response time to recognize speakers (e.g., they will give the speech to the person who raises their placard first), they must explicitly state that at the start of the round.
- The following methods are prohibited from being used to determine speaker selection:
 - Number of questions asked.
 - Standing time
 - Any form of game or contest (e.g., math equations, trivia, or random number guessing).

LEGISLATION WITHOUT AN AUTHOR:

- Sponsorship is determined by recency.
- The sponsorship becomes accountable for the mechanics of the legislation and must yield to two minutes of questioning by the chamber.
- The Presiding Officer may not step down to take the floor as an author and/or sponsor.

QUESTIONING DURING PRELIMINARY AND ELIMINATION COMPETITION:

- The Presiding Officer shall recognize legislators who wish to ask a question of the speaker; the speaker **MAY NOT** perform this function him/herself.
- A mandatory two-minute questioning period follows all authorship, and sponsorship on amendment speeches.
- A two-minute questioning period also follows the first negative speech on any item of legislation.
- All other speeches will have a mandatory one-minute questioning period that may not be suspended.
- Direct Questioning will be used for all rounds at the tournament. The PO will select speakers to ask questions for **30-second** increments.
- The rules may not be suspended with regards to questioning.

AMENDMENTS:

- Legislators must submit amendments in writing.
- A motion to amend is necessary to consider the written amendment.
- Once the motion is made, the Presiding Officer decides if the amendment is germane.
- The Presiding Officer may consult with the Parliamentarian to make this decision.
- If the amendment is found not germane, the chair rules it out of order and the amendment process stops.
- If the chair rules the amendment germane, the chamber considers the amendment. In this case, the presiding officer reads the amendment to the chamber.
- A 1/3rd second of the members present in the chamber is required to debate the amendment.
- If the chamber votes a second, debate on the amendment commences immediately.
- There is no minimum cycle requirement for amendments, so legislators may make a motion to table or call the previous question on the amendment at any time.
- The first speech on the amendment is a sponsorship speech. The chair determines speaker recognition for the sponsorship speech based on recency; the author of the amendment is not guaranteed the sponsorship speech. The sponsor accepts responsibility for the mechanics of the amendment and yields to two minutes of questioning.
- All amendment speeches receive a score and count towards recency. A majority vote is necessary for the chamber to adopt the amendment.

VOTING:

- The Presiding Officer determines the method of voting on each question that comes before the chamber, except for final votes on legislation, amendments, and motions to appeal to the chair, a recorded vote must be taken. On all other votes, “voice voting” is acceptable.
- A recorded vote must follow if:
 - any member asks for a division; or
 - a member of the chamber moves for a roll call vote and the motion is agreed to by 1/5th of the chamber.
- All simple majority votes are based on the number of legislators present and voting in the chamber. Therefore, the Presiding Office may not call for or count abstentions.
- For all votes requiring a fraction of the chamber to agree to a motion or question (2/3, 1/3, 1/5, etc.), the chair determines whether the chamber agrees with the motion/question using the number of legislators present in the chamber.
- Thus, the Presiding Officer must always track the number of legislators in the chamber.

INTERNET CONNECTIVITY:

- During the round, internet *is* allowed for:
 - Running the round via the tournament platform.
 - Reading cases or speeches
 - Researching new evidence on your own.
 - Communicating with Parliamentarian.
- During the round, internet use *is not* allowed for the following:
 - Questioning the validity of evidence presented by another Speaker in the round (refer to Evidence Rules for how to handle evidence validity concerns).
 - Communicating directly or indirectly with any person who is not actively involved in the round (e.g., non-essential team communication between coaches, other teammates, friends, or family members).
 - Any essential issues in the round should be directed to the Parliamentarian as soon as possible.
- Due to Covid-19, we are trusting you—as Senators, Competitors, and Members of the Speech and Debate Community—that you will not use the internet for any prohibited purposes.
- Concerns should be brought to the congressional tabulation staff in a discreet manner that has limited impact on the flow of the chamber.
- Evidence of prohibitive internet usage may result in disqualification.
- All challenges regarding internet use must be made within 10 minutes of the conclusion of the session in which the violation occurred.

EVIDENCE RULES:

- Students are responsible for the validity of all evidence they introduce to the floor. This includes, but is not limited to: facts, statistics, or examples attributed to a specific, identifiable, authoritative source used to support a claim. Unattributed ideas are the opinion of the student competitor and are not considered evidence.
- At minimum, students are expected to orally deliver the following when introducing evidence: primary author(s)' name (last) and year of publication. If the source is a periodical or government publication, the title of the publication may be substituted for the author.
- **Evidence violations shall include:**
 - **Distortion:** the textual evidence itself contains added and/or deleted word(s), which significantly alters the conclusion of the author (e.g. deleting "not"; adding the word "not".)
 - **Non-existence:**
 - Student citing evidence is unable to provide the original source or copy of the relevant pages when requested by a tournament official.
 - Original source provided does not contain the evidence cited.
 - **Clipping:** when the student claims to have read aloud the complete text of highlighted and/or underlined evidence when, in fact, the contestant skips or omits portions of the evidence.
 - **Straw Arguments:** a claim introduced by an author for the purpose of refuting, discrediting or characterizing it. Reliance on a straw argument occurs when a student asserts incorrectly that the author supports or endorses the straw argument as his or her own position.
- To protest a piece of evidence, a student must inform the Parliamentarian a formal protest only during the recess immediately following the legislative debate during which the accused violation has occurred. If Orders of the Day have been called, the same rules apply, but the student filing the complaint will have 10 minutes to notify the Parliamentarian.
- Student who protest a piece of evidence must provide the following to the Parliamentarian:
 - Full citation of the evidence in question
 - Identification of which evidence violation has been committed
 - A detailed explanation of what exactly was said by the competitor being questioned (verbatim if possible)
 - Provision of the piece of evidence demonstrating that student filing the protest had prior knowledge of evidence in question and that it was not accessed via Internet during the debate
 - Student must sign form and acknowledge that a false accusation could result in the loss of ranks earned for that session. Student must file the complaint with the Parliamentarian prior to the end of the chamber's recess or within 10 minutes of Orders of the Day being called. The Parliamentarian will contact the tabulation staff immediately and an appointed protest committee will decide as to how to proceed.
- If requested by a tabulation staff member, students must be able to provide an electronic copy of the evidence with the referenced materials(s) highlighted.

Open Division Competition Format

This year's Open Congressional Debate division will feature chambers of no more than 13 students per room.

Preliminary Rounds

There are **three preliminary sessions** of debate in the Preliminary Competition. Each session consists of **two hours** of floor debate. Each chamber shall have a mandatory 10-minute recess at the end of each bill and five minutes of in-house recess time.

Students from a specific school will be in approximately 65% of the total chambers in the session. This means that if there are 12 preliminary chambers, students from a specific school would be assigned to seven or eight of the 12 chambers for competition rounds.

A Parliamentarian and two Scorers will evaluate each chamber. The *Parliamentarian* remains in the chamber throughout the preliminary competition, while the *Scorers* rotate to different chambers throughout the tournament. The *Scorers* evaluate every speech that is given in a session, rating them on a scale of 1 to 6 (1 is low; 6 is high). The points awarded by a *Scorer* for a given speech can be used to determine NSDA points for that speech. The *Parliamentarian* keeps notes on the overall performance of each legislator and will write formal ballots.

At the end of each preliminary session, Scorers will independently nominate **seven** students for Best Legislator during the session. At the end of all preliminary sessions, the *Parliamentarian* will independently **rank or rate all students** for Best Legislator based on overall performance. Approximately one-third of the students who compete in preliminary rounds will advance to elimination rounds. Students will advance based on the following criteria:

1. **Ranks:** students with lower ranks will advance.
2. **Reciprocals:** students with higher reciprocals will advance.
3. **Ranks minus high/low:** students' highest and lowest rank will be dropped, and ranks will be recalculated. Students with lower ranks will advance.
4. **Reciprocals minus high/low:** Students with higher reciprocals not including their best and worst rank will advance.
5. **Chair or Parliamentarian's Preference:** students will advance based on the parliamentarian's ballot.

Elimination Rounds

An equal amount of students from each chamber will advance to each elimination round. An exact amount of students per round will be provided by the Monday before the tournament weekend. This number will be between 30% and 40% of students that will advance into the semifinal or final round.

Semifinal Round

The semifinal round will have between 10 and 14 entries per chamber. Approximately one-third of the students who make it to the semifinal round will break to the Final Round. An exact number will be provided based on entries one week before the tournament.

Each semifinal chamber will have three scorers and one parliamentarian. At the end of the semifinal session, Scorers will each independently nominate **seven** students for Best Legislator during the session. The *Parliamentarian* will independently **rate all students** for Best Legislator based on overall performance. Approximately one-third of the students who compete in the semifinal round will advance to the final round.

Placement in the semifinal round will be based ***solely from ranks in the semifinal round***. Students will advance based on the following criteria based on the following criteria:

1. **Ranks:** students with lower ranks will advance.
2. **Reciprocals:** students with higher reciprocals will advance.
3. **Ranks minus high/low:** students' highest and lowest rank will be dropped, and ranks will be recalculated. Students with lower ranks will advance.
4. **Reciprocals minus high/low:** Students with higher reciprocals not including their best and worst rank will advance.
5. **Chair or Parliamentarian's Preference:** students will advance based on the parliamentarian's ballot.

Note: This year, the Jack Howe Memorial Tournament is a Top-16 bid in student congress. An exact process for how the top-16 participants will be determined based on entry numbers 2 weeks before the tournament and the subsequent amount of semifinal rooms that will occur at this year's tournament.

Final Round

The final round will have between 10 and 16 entries. An exact number will be provided based on entries one week before the tournament. If needed, we will attempt to run the final round using a third-party platform (e.g., Zoom).

The final round will have four scorers and one parliamentarian. At the end of the final session, Scorers will independently nominate **seven** students for Best Legislator during the session. The *Parliamentarian* will independently **rate or rank all** students for Best Legislator based on overall performance.

Placement in the final round will be based ***solely from ranks in the final round***. They will be determined based on the following criteria:

1. **Ranks:** students with lower ranks will advance.
2. **Reciprocals:** students with higher reciprocals will advance.
3. **Ranks minus high/low:** students' highest and lowest rank will be dropped, and ranks will be recalculated. Students with lower ranks will advance.
4. **Reciprocals minus high/low:** Students with higher reciprocals not including their best and worst rank will advance.
5. **Chair or Parliamentarian's Preference:** students will advance based on the parliamentarian's ballot.

Middle School Division Competition Format

This year's Middle School Congressional Debate division will feature chambers of no more than 13 students per room. The tournament staff will notate which bills will be debated by these students. In Finals, students will debate two bills.

Preliminary Rounds

There are **two preliminary sessions** of debate in the Preliminary Competition. Each session consists of no more than **two hours** of floor debate. There can be up to 10 minutes of in-house recess for any issues that arise. Students will debate one bill per preliminary round.

Students from a specific school will be in approximately 65% of the total chambers in the session. This means that if there are 12 preliminary chambers, students from a specific school would be assigned to seven or eight of the 12 chambers for competition rounds.

A Parliamentarian and two Scorers will evaluate each chamber. The *Parliamentarian* remains in the chamber throughout the preliminary competition, while the *Scorers* rotate to different chambers throughout the tournament. The *Scorers* evaluate every speech that is given in a session, rating them on a scale of 1 to 6 (1 is low; 6 is high). The points awarded by a *Scorer* for a given speech can be used to determine NSDA points for that speech. The *Parliamentarian* keeps notes on the overall performance of each legislator and will write formal ballots.

At the end of each preliminary session, Scorers will independently nominate **seven** students for Best Legislator during the session. At the end of all preliminary sessions, the *Parliamentarian* will independently **rank or rate all students** for Best Legislator based on overall performance. Approximately one-third of the students who compete in preliminary rounds will advance to elimination rounds. Students will advance based on the following criteria:

1. **Ranks:** students with lower ranks will advance.
2. **Reciprocals:** students with higher reciprocals will advance.
3. **Ranks minus high/low:** students' highest and lowest rank will be dropped, and ranks will be recalculated. Students with lower ranks will advance.
4. **Reciprocals minus high/low:** Students with higher reciprocals not including their best and worst rank will advance.
5. **Chair or Parliamentarian's Preference:** students will advance based on the parliamentarian's ballot.

Final Round

An equal amount of students from each chamber will advance to each elimination round. An exact amount of students per round will be provided by the Monday before the tournament weekend. This number will be between 30% and 40% of students that will advance into the final round.

The final round will have rooms between 10 and 15 entries per room. An exact number will be provided based on entries one week before the tournament. The tournament may hold multiple sections of final-round rooms (e.g., a festival final) if entry numbers necessitate advancing more than 15 students.

There will be two bills on the Finals docket, and the students will be able to vote as a body on the order of the bills.

If needed, we will attempt to run the final round using a third-party platform (e.g., Zoom). This may happen if limitations from NSDA campus preclude a final round from occurring with a full panel of judges and parliamentarians.

The final round will have four scorers and one parliamentarian. At the end of the final session, Scorers will independently nominate **seven** students for Best Legislator during the session. The *Parliamentarian* will independently **rate or rank all** students for Best Legislator based on overall performance.

Placement in the final round will be based *solely from ranks in the final round*. They will be determined based on the following criteria:

1. **Ranks:** students with lower ranks will advance.
2. **Reciprocals:** students with higher reciprocals will advance.
3. **Ranks minus high/low:** students' highest and lowest rank will be dropped, and ranks will be recalculated. Students with lower ranks will advance.
4. **Reciprocals minus high/low:** Students with higher reciprocals not including their best and worst rank will advance.
5. **Chair or Parliamentarian's Preference:** students will advance based on the parliamentarian's ballot.

Judge Instructions for Opening Congress Meeting

JOB OF A STUDENT CONGRESS SCORER

- Evaluate the “Best Legislator”
- Students should be evaluated based on the demonstration of various skills – not just speaking. This means students should be recognized for participating in setting the **agenda, making motions, asking questions**, etc.

Our guiding principles:

1. Pay attention during the round and give your best attempt at deciding how each student did during the session you observed.
2. Observe the room. Let students handle their issues as they come up, and let the Parliamentarian guide any issues that arise.

ROLE OF THE PRESIDING OFFICER

- To ensure that students can do this in a fast, fair, and efficient manner, a **presiding officer is absolutely necessary**.
- Rounds cannot happen without presiding officers. Students are **sacrificing their opportunity to speak to serve the community**. This is a **leadership position**.
- **Good presiding officers are hard to find, and amazing presiding officers are a rarity**. This is because students feel disadvantaged when they preside as judges often forget that we are looking for the Best Legislator and not the Best Speaker.
- **Bad presiding officers will result in chaos in the chamber and thus, the lack of opportunity for students to participate in debate**. Thus, to encourage individuals to preside, not only do we offer a gavel to the best presiding officer, but also, we highly encourage you to place the presiding officer in your final ranks.
- **Failure to rank the presiding officer must be accompanied with a detailed explanation as to why the presiding officer failed to keep order in the chamber or demonstrated a lack of leadership**.

SPEECH SCORES

- Speech scores may be given in 1-point increments (e.g., 3.0, 4.0, 5.0, and 6.0)
- More common scores:
 - 6: You should be in the top six students of the entire tournament.
 - 5: You are a great competitor and did many things well today.
 - 4: You are a good competitor, keep working.
 - 3: You had some problems today. Requires a very detailed explanation.
- Less common scores:
 - 2: You spoke for a very short time, like a minute and half. Requires a very detailed explanation.
 - 1: You were offensive. Requires a very detailed explanation.

TYPES OF CONGRESS SPEECHES

All Types of Speeches have Equal Value in the Round Students Demonstrate Skill by Performing Different Types of Speeches

Constructive:

- There is **no such thing as a first affirmative**. The first affirmative speech is a constructive speech introducing the legislation to the floor for debate.
- It can be either an **authorship or a sponsorship speech**.
- They **should establish for the judge the purpose of introducing the bill to the floor for debate**. You should be able to listen to the constructive and **understand what the proposed piece of legislation advocates without reading it**.

Rebuttal Speeches:

- Rebuttal speeches **directly refute** an opponent's argumentation.
- **Rebuttals do not simply list the names of opposing legislators**.

Extension Speeches:

- Extension speeches take a previous argument and **extend the line of argumentation**.
- Extension speeches are not rehash, if and only if, some new nuance of the debate is brought forth.
- Speeches may be a combination of rebuttal and extension.

Crystallization Speeches:

- Happen at the end of the debate.
- Weigh both sides and try to convince you why one side is better than the other.

ONE-SIDED DEBATE

- The purpose of debate is advance arguments.
- Students should be prepared on both sides of the legislation. Thus, one-sided debate is highly frowned upon. If everyone is in agreement, then there is no debate.
- Students, in this event, are not required to advocate on every bill.

CALLING THE QUESTION

- Students should feel comfortable calling the previous question when debate has become one-sided or debate has become stale.
- It is not rude to call the previous question if these conditions exist and people still want to speak.
- One of the skills of a limited prep event like Student Congress is being able to flip one's points if one really wants to give a speech on a piece of legislation.
- No minimum cycle, no maximum cycle
- Following TOC/NSDA norms, bills will be limited to 60 minutes of total debate.