

Senate Resolution 6 - Introduced

SENATE RESOLUTION NO. 6

BY WHITVER

1 A Resolution relating to permanent rules of the senate
2 for the ninety-first general assembly.

3 A Resolution BE IT RESOLVED BY THE SENATE, That the
4 permanent rules of the senate for the ~~eighty-eighth~~
5 ninety-first general assembly be as follows:

RULES OF THE SENATE

Rule 1

Quorum

9 A constitutional majority shall constitute a quorum
10 of the senate. Any senator may insist a quorum be
11 present.

Rule 2

Adoption and Amendment of Rules

14 Whenever the senate is operating under temporary
15 rules, the rules may be amended or repealed, or
16 permanent rules may be adopted, by a constitutional
17 majority of the senators. After adoption of permanent
18 rules of the senate during any general assembly, the
19 rules may be amended or repealed by a constitutional
20 majority of the senators voting on a simple resolution.
21 ~~Upon convening of the Eighty-ninth General Assembly,~~
22 ~~for purposes of adopting temporary rules, these rules~~
23 ~~shall revert to the senate rules as adopted pursuant to~~
24 ~~Senate Resolution 3 during the 2019 Session.~~

Rule 3

Rules of Parliamentary Procedure

27 In cases not covered by senate rules or joint rules,
28 Mason's Manual of Legislative Procedure shall govern.

1 Rule 4

2 Sessions of the General Assembly

3 The election of officers, organization, hiring and
4 compensation of employees, and committees of the senate
5 shall carry over from the first to the second regular
6 sessions and to any extraordinary sessions of the same
7 general assembly.

8 All bills, study bills, and resolutions introduced
9 in the first regular session of a general assembly,
10 except those which have been withdrawn, indefinitely
11 postponed, or have failed, shall carry over into the
12 second regular session and to any extraordinary session
13 of the same general assembly. Bills and resolutions
14 which have been voted upon on final passage by either
15 house in any session shall remain on the calendar in
16 the same status as at the end of the session at any
17 subsequent regular or extraordinary session. Except
18 as provided by this rule, upon the adjournment of the
19 first regular session and any extraordinary session,
20 each senate bill or resolution shall be automatically
21 referred back to the committee to which it was
22 originally assigned. The secretary of the senate shall
23 publish in the journal a list of the bills returned
24 to committee under this rule and shall present a list
25 to the chairs of the respective committees upon the
26 convening of the second regular session. Within ~~seven~~
27 fourteen days after the first committee meeting after
28 the convening of the second regular session, committee
29 chairs shall either refer such bills and resolutions
30 that have been returned to their respective committees

1 under this rule to a subcommittee for consideration
2 or indefinitely postpone further consideration of such
3 bills. The committee chairs shall report to the senate
4 the bill or resolution number and the names of the
5 subcommittee members.

6

Rule 5

7

Regular Order of Daily Business

8 The following order shall govern, subject to any
9 special order:

- 10 1. Correction of the journal.
11 2. Senators to be excused.
12 3. Communications to the senate.
13 4. Introduction of bills and resolutions.
14 5. Consideration of senate calendar.

15

Rule 6

16

Senate Calendar

17 1. Each legislative day the secretary of the senate
18 shall prepare a listing of bills to be known as the
19 "Senate Calendar".

20 2. The senate calendar shall include separate
21 listings for any bills and resolutions in the following
22 categories:

- 23 a. Conference Committee Report
24 b. Bills in Conference Committee
25 c. House Amendment to senate Amendment to House
26 File
27 d. House Refuses to Concur in senate Amendment to
28 House File
29 e. Senate Files Amended by the House
30 f. Unfinished Business

- 1 g. Motions to Reconsider
- 2 h. Administrative Rules Nullification Resolutions
- 3 i. Veto Messages from the Governor

4 3. The secretary shall list bills and resolutions
5 in the above categories in numerical order. Upon
6 their first publication in the calendar, bills and
7 resolutions in the above categories may be called up
8 for debate at any time by the majority leader. Motions
9 to reconsider shall be called up as provided by Rule
10 24.

11 4. The senate calendar shall include a listing
12 of senate appropriations committee bills and bills
13 reported out by the senate appropriations committee.
14 The list shall be known as the "Appropriations
15 Calendar". The secretary shall list the bills in
16 numerical order. Upon their first publication in the
17 calendar, bills on the appropriations calendar may be
18 called up for debate at any time by the majority leader
19 provided they are eligible under Rule 8.

20 5. The senate calendar shall include a listing
21 of bills which pertain to the levy, assessment or
22 collection of taxes sponsored by or initially assigned
23 to and reported out by the senate ways and means
24 committee. The list shall be known as the "Ways and
25 Means Calendar". The secretary shall list the bills in
26 numerical order. Upon their first publication in the
27 calendar, bills on the ways and means calendar may be
28 called up for debate at any time by the majority leader
29 provided they are eligible under Rule 8.

30 6. The senate calendar shall include a list of

1 bills and resolutions, known as the "Regular Calendar",
2 which shall consist of bills and resolutions reported
3 out by a senate committee. The bills and resolutions
4 shall be listed in numerical order. Priority shall be
5 given to senate over house bills and resolutions. Upon
6 their first publication in the calendar, bills on the
7 regular calendar may be called up for debate at any
8 time by the majority leader, provided they are eligible
9 under Rule 8.

10 A bill reported out of committee which is
11 subsequently referred to the ways and means or
12 appropriations committee and then reported out of that
13 committee, shall be returned to the regular calendar in
14 numerical order.

15 7. The senate calendar shall include a listing of
16 the governor's appointees to state boards, commissions,
17 and other offices requiring senate confirmation. This
18 listing shall be known as the "Confirmation Calendar".
19 Names on the confirmation calendar may be called up
20 for confirmation at any time by the majority leader
21 provided they are eligible under ~~rule~~ Rule 59.

22 8. The majority leader, or in the absence of the
23 majority leader the assistant majority leaders, may
24 select from among the bills on the previous legislative
25 day's senate calendar and from the bills selected
26 create a new listing which shall be known as the
27 "Tentative Debate Calendar". A bill or resolution on
28 the tentative debate calendar may be debated only when
29 eligible under Rule 8.

30 9. If the senate shall not be in session on a day

1 assigned in subsection 8 for action upon a calendar,
2 such assigned action may occur on the next succeeding
3 legislative day.

4 10. On any bill called up for debate from any
5 calendar, debate may continue from day to day until it
6 is adopted, fails, or is postponed or deferred. If
7 further debate is postponed or deferred without a time
8 to continue being set, the bill shall be listed as
9 unfinished business. Bills that are returned to the
10 committee of first referral or to a different committee
11 after being considered by the senate and classified as
12 unfinished business shall be returned to the unfinished
13 business calendar by that committee when the bill is
14 reported out of committee. The unfinished business
15 date on the calendar shall be the date on which the
16 bill was returned to committee.

17 Rule 7

18 Reserved.

19 ~~Order and Time of Business — First Extraordinary~~
20 ~~Session, July 2023~~

21 ~~1. On or before 9:15 a.m. on July 11, 2023, the~~
22 ~~senate shall conclude debate and vote on the adoption~~
23 ~~of Senate Concurrent Resolution 8 or House Concurrent~~
24 ~~Resolution 10 to provide for the business of the 2023~~
25 ~~First Extraordinary Session of the Ninetieth General~~
26 ~~Assembly pursuant to joint rule 3.~~

27 ~~2. Both parties may utilize the time after the~~
28 ~~morning recess of the senate and prior to the 11:00~~
29 ~~a.m. convening of the senate state government committee~~
30 ~~on July 11, 2023, for party caucuses.~~

1 ~~3. The senate state government committee shall meet~~
2 ~~at 11:00 a.m. on July 11, 2023. The order of business~~
3 ~~of the committee shall be as follows:~~
4 ~~a. Call to order.~~
5 ~~b. Roll call.~~
6 ~~c. Approval of the minutes from the previous~~
7 ~~meeting.~~
8 ~~d. Consideration of Senate Study Bill 1223 by a~~
9 ~~subcommittee of the whole.~~
10 ~~e. Consideration of Senate Study Bill 1223 by the~~
11 ~~senate state government committee.~~
12 ~~f. For purposes of the senate state government~~
13 ~~committee meeting, all proposed committee amendments~~
14 ~~shall be prepared and distributed to the committee no~~
15 ~~later than 11:00 a.m. on July 11, 2023.~~
16 ~~g. On or before 2:00 p.m. on July 11, 2023, all~~
17 ~~debate shall cease and the senate state government~~
18 ~~committee shall vote on all amendments, motions, and~~
19 ~~final action on Senate Study Bill 1223.~~
20 ~~h. For purposes of Senate Study Bill 1223 and~~
21 ~~any successor, rule 40, unnumbered paragraph 2, is not~~
22 ~~applicable.~~
23 ~~4. Both parties may utilize the time after the~~
24 ~~conclusion of the senate state government committee and~~
25 ~~prior to the senate reconvening at 4:00 p.m. on July~~
26 ~~11, 2023, for party caucuses.~~
27 ~~5. Any bill approved by the senate state government~~
28 ~~committee on July 11, 2023, shall be eligible for~~
29 ~~immediate consideration by the senate.~~
30 ~~6. The senate shall reconvene at 4:00 p.m. on July~~

1 ~~11, 2023, for the consideration of Senate File 579 or~~
2 ~~House File 732. All proposed amendments to Senate File~~
3 ~~579 or House File 732 shall be filed and made available~~
4 ~~electronically to the senate no later than 4:00 p.m. on~~
5 ~~July 11, 2023.~~

6 ~~7. On or before 11:00 p.m. on July 11, 2023, all~~
7 ~~debate shall cease and the senate shall vote on all~~
8 ~~amendments, motions, and final passage of Senate File~~
9 ~~579 or House File 732.~~

10 Rule 8

11 When Eligible for Consideration

12 Bills, resolutions, and appointments shall be
13 eligible for consideration by the senate as follows:

14 1. An appointment by the governor which requires
15 senate confirmation shall be eligible on the first
16 legislative day it is printed in the senate calendar
17 as provided by Rule 59.

18 2. A house or individually sponsored bill or
19 resolution reported out by a committee shall be
20 eligible on the first legislative day it is printed in
21 the senate calendar.

22 3. A committee bill or resolution sponsored by the
23 appropriations committee shall be eligible on the first
24 legislative day it is printed in the senate calendar.

25 4. Any committee bill or resolution, other than
26 a bill or resolution sponsored by the appropriations
27 committee, shall be eligible on the first legislative
28 day it is printed in the senate calendar.

29 Rule 9

30 Debate and Decorum

1 Before addressing the senate, the senator shall
2 request recognition by depressing the "speak" device
3 and, when recognized, rise and respectfully address the
4 chair.

5 The senator shall confine all remarks to the
6 question under debate and shall avoid discussing
7 personalities or implication of improper motives. No
8 questions except by the senator recognized shall be
9 entertained after a senator is recognized to give final
10 remarks.

11 Rule 10

12 Point of Personal Privilege

13 A point of personal privilege shall only be
14 recognized immediately prior to adjournment for the
15 day when there is no motion pending or other business
16 being considered by the senate. Points of personal
17 privilege shall not be in order during the time when
18 appropriation subcommittees are scheduled to meet.
19 Senators speaking on a point of personal privilege
20 shall be limited to ten minutes.

21 Rule 11

22 Introduction and Presentation of Guests

23 Only former members of the senate and former and
24 present members of Congress shall be presented to
25 the senate, except that the president of the senate
26 may present a visitor whose presence is of special
27 significance to the senate. The introduction of
28 school groups accompanied by school officials shall be
29 announced by the president of the senate or a senator
30 and shall be recorded in the journal upon written

1 request of a member of the senate. Senators may be
2 recognized to introduce guests in the galleries when
3 there is no motion pending or other business being
4 considered by the senate. Introductions shall be
5 limited to one minute.

6

Rule 12

7 Form and Withdrawal of Motions, Amendments, and
8 Signatures

9 Motions need not be in writing unless required by
10 the president or by the senate. No motion requires
11 a second. Any amendment, motion (including a motion
12 to reconsider), or resolution may be withdrawn by the
13 mover if it has not been amended by the senate and
14 if no amendment is pending. All amendments to bills,
15 resolutions, and reports shall be in writing and filed
16 before being acted upon by the senate.

17 ~~No bill or conference committee report~~ A bill,
18 conference committee report, amendment, or senate
19 resolution shall not be considered by the senate
20 without until a copy of the bill, or conference
21 committee report being on the desks of the entire
22 membership of the senate prior to consideration,
23 amendment, or senate resolution is available
24 electronically to each member of the senate. An
25 ~~amendment or senate resolution shall not be considered~~
26 ~~by the senate until a copy of the amendment or senate~~
27 ~~resolution is distributed electronically to each member~~
28 ~~of the senate and paper copies are made available in~~
29 ~~the senate chamber.~~

30 All amendments, reports, petitions or other

1 documents requiring a signature shall have the name
2 printed under the place for the signature. Once a
3 signature is affixed and the document containing the
4 signature filed with the recording clerk in the well,
5 that signature shall not be removed.

6 When an amendment to a main amendment is filed
7 that would negate the effect of the main amendment and
8 thereby leave the bill unchanged, the presiding officer
9 shall have the authority to declare the amendment to
10 the main amendment out of order, subject to an appeal
11 to the full senate.

12 When a house amendment to a senate file is before
13 the senate, an amendment to the house amendment shall
14 be considered an amendment in the first degree.

15 Regardless of its origin, an amendment in the third
16 degree shall be ruled out of order.

17 When a ruling on whether an amendment is or is not
18 germane is issued, the ruling shall be accompanied by
19 an explanation.

20 Rule 13

21 Order and Precedence of Motions and Amendments

22 When a question is under debate, no motion shall
23 be received but to adjourn, to recess, questions of
24 privilege, to lay on the table, for the previous
25 question, to postpone to a day certain, to refer,
26 to amend, to postpone indefinitely, to defer, or
27 incidental motions. A substitute is not in order
28 unless it is in the form of a motion to substitute.
29 Such motions shall have precedence in the order in
30 which they are named. No motion to postpone to

1 a day certain, to refer, or postpone indefinitely,
2 being decided, shall be again allowed on the same
3 day with regard to the same question. A motion to
4 strike out the enacting clause of a bill shall have
5 precedence over all amendments and, if carried, shall
6 be considered equivalent to the rejection of the bill.

7 A motion to strike everything after the enacting
8 clause has precedence over a committee amendment and
9 all other amendments except one to strike the enacting
10 clause. A committee amendment has precedence over all
11 other amendments except as provided in this rule.

12 A motion to rerefer a bill to committee may specify
13 when the committee shall report the bill to the
14 senate. If the motion is adopted in such form,
15 the committee must report the bill by the date and
16 time specified with or without recommendation or the
17 bill shall automatically be returned to the calendar.
18 When the bill is returned to the calendar, it shall
19 occupy the same position it occupied at the time
20 the bill was rereferred to the committee. If the
21 committee to which the bill is rereferred submits an
22 amendment in its report, that committee amendment shall
23 take precedence over other amendments except if that
24 committee amendment is in conflict with amendments
25 previously adopted, the committee amendment shall
26 not be considered until consideration of motions to
27 reconsider the previously adopted amendments result
28 in removing the conflict. A committee may not file
29 an amendment to a bill unless the bill is in the
30 committee's possession.

1 Rule 14

2 Motions Before the senate

3 Motions before the senate, except motions for
4 adjournment or recess, shall be displayed on the
5 electronic voting system display boards.

6 Rule 15

7 Nondebatable Motions

8 The following motions are not debatable:

- 9 1. Adjourn
10 2. Recess
11 3. Lift a Call of the senate
12 4. Lay on Table or Take from Table
13 5. Previous Question
14 6. Reconsider vote by which bill was placed on last
15 reading.
16 7. A Motion to Reconsider and Lay the Motion to
17 Reconsider on the Table (Double-barreled Motion).

18 Rule 16

19 Division of the Question

20 Any senator may call for a division of a question,
21 which shall be divided if it includes propositions
22 so distinct that if one is taken away, a substantive
23 proposition shall remain in a technically proper form
24 for the decision of the senate. A motion to strike out
25 and insert is indivisible; but a motion to strike out,
26 if lost, shall not preclude amendments to the matter
27 attempted to be stricken or a motion to strike out and
28 insert.

29 Rule 17

30 The Previous Question

1 The previous question shall be in this form: "Shall
2 debate be closed on the pending question?" A motion
3 for the previous question may be adopted by a majority
4 of the senators present and voting. Its effect shall
5 be to put an end to debate and bring the senate to a
6 direct vote upon the pending question. However, any
7 senator who has not previously spoken on the pending
8 question and who, after the main question is taken
9 up and before the motion for the previous question
10 has been made, requested recognition by depressing the
11 "speak" device may speak no longer than five minutes
12 on the pending question. If action on the pending
13 question continues into another legislative day or is
14 deferred, the previous question shall apply and the
15 requests to be recognized shall be honored.

16 When the motion applies to an amendment, the senator
17 proposing the amendment shall have five minutes to
18 close debate on the amendment.

19 The senator handling the measure under consideration
20 shall have ten minutes to close debate on the main
21 question.

22 Rule 18

23 Call of the Senate

24 Ten senators may file in writing a call of the
25 senate on any single item of legislative business.
26 A call of the senate requires the presence of every
27 senator and is in order at any time prior to the vote
28 being announced by the president. The sergeant-at-arms
29 shall return promptly all absent senators. Debate
30 on the item may continue while absent senators are

1 returning, but no vote on the item is in order on
2 it until all have returned. Adoption of a motion to
3 recess or adjourn to a specific time will not lift
4 the call. The call may be lifted, or a senator may
5 be excused from the call without lifting the call, by
6 a vote of a constitutional majority of the senators.
7 Those senators excused prior to the filing of the call
8 are excused from the call.

9

Rule 19

10

Committee of the Whole

11 The senate may resolve itself into a committee of
12 the whole senate when it wishes to permit more free and
13 informal discussion. Persons other than senators may
14 appear and present information.

15 Any senator may move "that the senate now resolve
16 itself into a committee of the whole to consider" a
17 stated subject.

18 The president of the senate shall be chair of the
19 committee of the whole unless otherwise ordered by the
20 senate.

21 The procedure in committee of the whole is subject
22 to the rules of the senate. The previous question and
23 the motion to reconsider shall be in order.

24 The committee of the whole cannot take any final
25 action and its power is limited to recommendation to
26 the senate. The proceedings of the committee of the
27 whole, including any roll call vote, shall be printed
28 in the journal.

29 Any senator may at any time, except while voting or
30 while a senator has the floor, move that "the committee

1 rise" which is equivalent to a motion to adjourn.

2 After adoption of the motion to rise, the chair
3 may report to the senate in the same manner as other
4 committee reports are given.

5 Rule 20

6 Last Reading and Passage of Bills

7 When a motion to place a bill on its last reading
8 is lost, the same motion shall be in order at any later
9 time. After the last reading of a bill, no amendment
10 shall be received. The vote on final passage shall be
11 taken immediately without debate.

12 Rule 21

13 Engrossment of Bills

14 An engrossment is a proofreading and verification in
15 order to be certain that a bill before the senate is
16 identical with the original bill as introduced with all
17 amendments which have been adopted correctly inserted.

18 In an engrossed bill, all obvious typographical,
19 spelling or other clerical errors are corrected and
20 section or paragraph numbers and internal references
21 are changed as required to conform the original bill
22 to any amendments which have been adopted. All such
23 corrections or changes shall be reported in the journal
24 by the secretary of the senate. The engrossed bill
25 shall be placed in the bill file with the original bill
26 and amendments.

27 Rule 22

28 Manner of Voting

29 On voice vote, the question shall be distinctly
30 put in this form: "Those in favor of (the question)

1 say ~~'yea'~~ 'aye'." "Those opposed to (the question) say
2 'no'." A vote of 'aye', 'yea', or 'yes' shall be
3 recorded in the senate journal as 'yea'. A vote of
4 'nay' or 'no' shall be recorded in the senate journal
5 as 'no'.

6 A non-record or record roll call vote may be
7 requested by any senator or ordered by the president
8 any time before the results are announced. A
9 non-record roll call shall be requested by asking for
10 a "division". A record roll call shall be requested by
11 asking for a "record". Upon request for a non-record
12 or record roll call vote, the president shall announce
13 that such a non-record or record roll call vote has
14 been requested and shall state the question to be put
15 to the senate. The president then shall direct the
16 secretary of the senate to receive the votes.

17 Senators present may cast their votes, either
18 by operating the voting mechanism located at their
19 assigned desk or by signaling the president if they are
20 unable to vote at their assigned desk. The president
21 shall enter the votes of senators signaling their
22 votes.

23 After ten minutes have elapsed for all senators
24 present to record their votes, the president shall
25 direct the secretary of the senate to close the voting
26 system. The president shall still enter the senators'
27 votes at any time prior to directing the secretary of
28 the senate to lock the voting system. The president
29 shall then immediately announce the vote. Any senator
30 not present to record the senator's vote within the ten

1 minutes shall be recorded as excused.

2 During a record roll call vote, both individual
3 votes and vote totals shall be indicated on the display
4 boards and printed in the journal. On non-record
5 roll calls, only vote totals shall be indicated on the
6 display boards and printed in the journal.

7 In the event the electronic voting system is not
8 in operating order, the president shall direct the
9 secretary of the senate to take the non-record or
10 record roll call by calling the names of the senators
11 in alphabetical order. In the event the senate camera
12 system is not in operating order, debate in the senate
13 shall continue provided live audio is available on the
14 general assembly's internet site.

15 Rule 23

16 Duty of Voting

17 Every senator present when a question is put shall
18 vote "yea" "aye", "no", or "present" unless previously
19 excused by the senate. Upon demand being made by any
20 senator, the secretary of the senate shall call in
21 alphabetical order the names of the senators not voting
22 or voting "present". Those senators called shall
23 vote "yea" "aye" or "no" unless the senator states a
24 personal interest in the question or concludes that he
25 or she should not vote under the senate code of ethics.
26 A vote of 'aye', 'yea', or 'yes' shall be recorded in
27 the senate journal as 'yea'. A vote of 'nay' or 'no'
28 shall be recorded in the senate journal as 'no'.

29 Rule 24

30 Reconsideration

1 When a main motion has been decided by the senate,
2 any senator having voted on the prevailing side may
3 move to reconsider the vote on the same or next
4 legislative day. Motions to reconsider the vote on a
5 bill or resolution shall be in writing and filed with
6 the secretary of the senate.

7 Notwithstanding any time limitations applicable to
8 motions to reconsider main motions, a motion to
9 reconsider the vote on an amendment may be made at
10 any time before final disposition of the motion to
11 be amended. Such motion shall be in writing and
12 filed with the secretary of the senate. A motion to
13 reconsider an amendment to a main motion shall be taken
14 up for consideration only prior to the disposition of
15 the main motion or upon reconsideration of the main
16 motion.

17 A constitutional majority by a record roll call is
18 necessary to reconsider a bill or joint resolution.
19 During three legislative days from the date the motion
20 to reconsider a bill or resolution is filed, only the
21 mover may call it up. Thereafter, any senator may call
22 up the motion. If a date for adjournment has been set
23 by resolution of the senate, any senator may call up
24 a motion to reconsider at any time within three days
25 prior to the date set for adjournment.

26 If the motion to reconsider a bill or resolution
27 prevails, motions to reconsider amendments thereto
28 shall be in order and shall be disposed of without
29 delay.

30 A motion that any action taken by the senate be

1 reconsidered and the motion to reconsider be laid
2 upon the table shall be a single and indivisible
3 motion, known as the double-barreled motion, which,
4 if carried, shall have the effect of preventing
5 reconsideration unless a motion to take from the table
6 prevails. A constitutional majority is necessary for
7 the double-barreled motion to prevail on a bill or
8 joint resolution. The double-barreled motion can only
9 be made from the floor after the vote is announced
10 and the member who moved the final reading shall have
11 priority in making it.

12 A motion to reconsider and lay on the table shall
13 have priority over a motion to reconsider if they are
14 both filed on the same legislative day.

15 In the event that a motion to reconsider is pending
16 at the end of the first session or any extraordinary
17 session of any general assembly, or the general
18 assembly adjourns sine die, and the motion has not been
19 voted upon by the senate, it shall be determined to
20 have failed.

21 Rule 25

22 Suspension of Rules and Taking from Table

23 No standing rule or rules incorporated by reference
24 under Rule 3 or order of the senate shall be rescinded
25 or suspended, nor shall any matter, tabled upon motion,
26 be taken up, except by an affirmative vote of a
27 constitutional majority of the senate.

28 INTRODUCTION AND FORM OF BILLS

29 Rule 26

30 Time and Method of Introducing Bills and Amendments

1 All bills to be introduced in the senate shall be
2 typed in proper form by the legislative services agency
3 and shall be filed with the recording clerk.

4 All amendments shall be typed in proper form and
5 filed with the recording clerk not later than 4:30
6 p.m., or adjournment, whichever is later, in order to
7 be listed in the following day's clip sheet.

8 ~~An "impact amendment" is an amendment which~~
9 ~~reasonably could have an annual effect of at least one~~
10 ~~hundred thousand dollars or a combined total effect~~
11 ~~within five years after enactment of five hundred~~
12 ~~thousand dollars or more on the aggregate revenues,~~
13 ~~expenditures or fiscal liability of the state or its~~
14 ~~subdivisions.~~

15 ~~An impact amendment to a bill which has been on~~
16 ~~the calendar for at least three full legislative days~~
17 ~~prior to its consideration shall not be taken up by the~~
18 ~~senate unless:~~

19 ~~1. a fiscal note is attached, and the amendment is~~
20 ~~filed at least one legislative day prior to the date~~
21 ~~set for consideration of the bill; or~~

22 ~~2. the amendment is an appropriation or other~~
23 ~~measure where the total effect is stated in dollar~~
24 ~~amounts.~~

25 Rule 27

26 Limit on Introduction of Bills

27 No bill or joint resolution, except bills and
28 joint resolutions cosponsored by the majority and
29 minority floor leaders, or companion bills and joint
30 resolutions sponsored by the majority floor leaders of

1 both houses, shall be introduced in the senate after
2 4:30 p.m. on Friday of the fifth week of the first
3 regular session of a general assembly unless a formal
4 request for drafting the bill has been filed with the
5 legislative services agency before that time. After
6 adjournment of the first regular session, bills may
7 be prefiled at any time before the convening of the
8 second regular session. No bill shall be introduced
9 after 4:30 p.m. on Friday of the second week of the
10 second regular session of a general assembly unless a
11 formal request for drafting the bill has been filed
12 with the legislative services agency before that time.
13 However, standing committees may introduce bills and
14 joint resolutions at any time. A bill which relates
15 to departmental rules sponsored by the administrative
16 rules review committee and approved by a majority of
17 the members of the committee in each house may be
18 introduced at any time and must be referred to a
19 standing committee which must take action on the bill
20 within three weeks. Senate and concurrent resolutions
21 may be introduced at any time.

22 No bill, joint resolution, concurrent resolution
23 or senate resolution shall be introduced at any
24 extraordinary session unless sponsored by a standing
25 committee, the majority and minority floor leaders, or
26 the committee of the whole.

27 Rule 28

28 Introduction, Reading, and Form of Bills and
29 Resolutions

30 Every senate bill and resolution shall be introduced

1 by one or more senators or by any standing committee
2 of the senate and shall at once be given its first
3 reading.

4 If the senate is in session when a bill or
5 resolution is introduced, the first reading shall
6 consist of reading its file number, the title and
7 sponsor of the bill. If the senate is not in session
8 but a journal is published for the day, the first
9 reading shall consist of a journal entry of the bill's
10 file number, title, sponsor and the notation "Read
11 first time under Rule 28".

12 Any bill or resolution approved for introduction by
13 a standing committee during an interim period between
14 sessions of one General Assembly shall be introduced
15 without further action by the committee at the next
16 succeeding regular session of the same General Assembly
17 and placed immediately upon the regular calendar.

18 Every bill and resolution referred to committee
19 shall have received two readings before its passage.

20 The subject of every bill shall be expressed in its
21 title.

22 Rule 29

23 Explanations

24 No bill, except appropriation committee bills and
25 simple or concurrent resolutions, shall be introduced
26 unless a concise and accurate explanation is attached.
27 The chief sponsor or a committee to which the bill has
28 been referred may add a revised explanation at any time
29 before the last reading, and it shall be included in
30 the daily clip sheet.

1 Rule 30

2 Resolutions

3 A "senate resolution" is a resolution acted upon
4 only by the senate which relates to an accomplishment
5 of national or international status; the dedication
6 of a day by a statewide or national group; the
7 one hundredth, one hundred twenty-fifth, or one
8 hundred fiftieth anniversary of a local government
9 or organization; the recognition of state ties
10 to other governments; the retirement of a senator
11 or long-time senate employee; or to rules and
12 administrative matters, including the appointment of
13 special committees, within the senate. A senate
14 resolution requires the affirmative vote of a majority
15 of the senators present and voting, unless otherwise
16 required in these rules. A senate resolution shall
17 be filed with the secretary of the senate. A senate
18 resolution shall be printed in the bound journal after
19 its adoption and in the daily journal upon written
20 request to the secretary of the senate by the sponsor
21 of the resolution. Other expressions of sentiment
22 or recognition may be made with the issuance of a
23 certificate of recognition.

24 Rule 31

25 Nullification Resolutions

26 A nullification resolution may be introduced
27 by a standing committee, the administrative rules
28 review committee, or any member of the senate.
29 A nullification resolution introduced by the
30 administrative rules review committee or a member of

1 the senate shall be referred to the same standing
2 committee it would be referred to if it was a bill.
3 Any nullification resolution may be referred to the
4 administrative rules review committee by a majority
5 vote of the standing committee which introduced it
6 or to which it was referred. The administrative
7 rules review committee may seek an agreement with
8 the affected administrative agency wherein the agency
9 agrees to voluntarily rescind or modify a rule or rules
10 relating to the subject matter of the nullification
11 resolution. An agreement to voluntarily rescind or
12 modify an administrative agency rule shall be in
13 writing and signed by the chief administrative officer
14 of the administrative agency and a majority of the
15 administrative rules review committee members of each
16 house and shall be placed on file in the offices of
17 the chief clerk of the house, the secretary of the
18 senate, and the secretary of state. If an agreement
19 is not reached, or the nullification resolution is not
20 approved by a majority of the administrative rules
21 review committee members of each house, within two
22 weeks of the date the resolution is referred to the
23 administrative rules review committee, the resolution
24 shall be placed on the calendar. If the nullification
25 resolution is approved by the administrative rules
26 review committee it shall be placed on the calendar.
27 A nullification resolution is subject to a motion to
28 withdraw the nullification resolution as provided in
29 rule 42.
30 A nullification resolution is debatable, but cannot

1 be amended on the floor of the senate.

2

Rule 32

3

Resolutions, Applicable Rules

4 All rules applicable to bills shall apply to
5 resolutions, except as otherwise provided in the rules.

6

Rule 33

7

Study Bills

8 1. A study bill is any matter which a senator
9 wishes to have considered by a standing committee
10 or appropriations subcommittee for introduction as a
11 committee bill or resolution. The term "study bill"
12 includes "proposed bills" provided for in Rule 37 and
13 departmental requests prefiled in the manner specified
14 in section 2.16 of the Code.

15 2. A study bill shall bear the name of the member
16 who wishes to have the bill considered. A study bill
17 proposed by a state agency shall bear the name of the
18 agency. A committee chair may submit a study bill in
19 the name of that committee.

20 3. Upon first receiving a study bill from a
21 senator, a committee chairperson shall submit three
22 copies to the secretary of the senate. Study bills
23 received in the secretary of the senate's office before
24 3:00 p.m. shall be filed, numbered, and reported in the
25 journal for that day. Study bills received in the
26 secretary of the senate's office after 3:00 p.m. shall
27 be filed, numbered, and reported in the journal for the
28 subsequent day. The secretary shall number such bills
29 in consecutive order. The secretary shall maintain a
30 record of all study bills and their assigned number.

1 Committee records shall refer to study bills by the
2 number assigned by the secretary.

3 4. The secretary shall file a report in the journal
4 of each study bill received. The report shall show
5 the study bill number, its title or subject matter,
6 and the committee which is considering it. If a study
7 bill is referred to a subcommittee, then the committee
8 chairperson shall report in the journal the names of
9 the subcommittee members to which it is assigned.

10 5. A study bill not prepared by the legislative
11 services agency may be submitted to a standing
12 committee, but shall not be considered by the full
13 committee unless reviewed and typed in proper form by
14 the legislative services agency.

15 COMMITTEES AND COMMITMENT

16 Rule 34

17 Committee Appointments

18 Committee appointments shall be made by the majority
19 leader for members of the majority, after ~~consultation~~
20 with notice is made to the president, and by the
21 minority leader for members of the minority, after
22 ~~consultation with~~ notice is made to the president.
23 No senator shall serve on more than six standing
24 committees. The majority leader, after ~~consultation~~
25 with notice is made to the president, shall designate
26 the chairperson and vice-chairperson of each standing
27 committee. The minority leader, after ~~consultation~~
28 with notice is made to the president, shall designate
29 the ranking member of each standing committee from the
30 minority membership of that committee. The senate

1 majority leader shall determine the total number of
2 members from the majority party and minority party to
3 serve on all standing committees except for the ethics
4 committee.

5 Rule 35

6 Standing Committees

7 The names of the standing committees of the senate
8 shall be:

- 9 1. Agriculture
- 10 2. Appropriations
- 11 3. Commerce
- 12 4. Education
- 13 5. Ethics
- 14 6. Government Oversight
- 15 7. ~~Human Resources~~ Health and Human Services
- 16 8. Judiciary
- 17 ~~Labor and Business Relations~~
- 18 9. Local Government
- 19 10. Natural Resources and Environment
- 20 11. Rules and Administration
- 21 12. State Government
- 22 13. Technology
- 23 14. Transportation
- 24 15. Veterans Affairs
- 25 16. Ways and Means
- 26 17. Workforce

27 Rule 36

28 Committee on Rules and Administration

29 The committee on rules and administration shall
30 recommend rules and rule changes to the senate, shall

1 hire senate employees, shall recommend salary scales
2 for all senate employees, and shall oversee senate
3 budget and administration matters.

4 The committee on rules and administration will
5 select, for senate approval, an individual to serve as
6 secretary of the senate.

7 The committee shall have the following standing
8 subcommittees:

- 9 1. Joint Rules
- 10 2. Senate Rules
- 11 3. Administrative Services
- 12 4. Caucus Services

13 The majority leader shall serve as chair of the
14 rules and administration committee and as chair of
15 the standing subcommittee on caucus services. The
16 president of the senate shall serve as vice-chair of
17 the rules and administration committee, and as chair of
18 the subcommittee on administrative services.

19 Rule 37

20 Appropriations Committee

21 The appropriations committee shall receive bills
22 committed to it and shall assign each to one of the
23 appropriations subcommittees.

24 The appropriations subcommittees shall be named:

- 25 1. Administration and Regulation
- 26 2. Agriculture and Natural Resources
- 27 3. Economic Development
- 28 4. Education
- 29 5. Health and Human Services
- 30 6. Justice System

1 7. Transportation, Infrastructure, and Capitals

2 The appropriations subcommittees shall receive bills
3 assigned to them or may originate proposed bills
4 within the subcommittee's jurisdiction as defined by
5 the appropriations committee for consideration by the
6 appropriations committee. Each subcommittee may submit
7 amendments to bills together with the subcommittee's
8 recommended action to the appropriations committee.

9 If a bill or proposed bill is submitted to
10 the appropriations committee by an appropriations
11 subcommittee the appropriations committee may:

- 12 1. report the bill or approve the proposed bill for
13 introduction by the appropriations committee;
14 2. report the bill with any appropriations
15 committee-approved amendments incorporated;
16 3. draft a new bill for sponsorship by the
17 appropriations committee and report it; or
18 4. ~~re-refer~~ rerefer it together with the
19 appropriations committee's objections to the
20 appropriations subcommittee from which it was
21 originally referred or which originated the draft bill.

22 The appropriations committee and subcommittees may
23 meet jointly with the appropriations committee of the
24 house of representatives.

25 Rule 38

26 First Reading and Commitment

27 Upon the first reading of an individual bill or
28 resolution, or a house committee bill or resolution,
29 the president shall refer the bill or resolution to
30 an appropriate standing committee. If the bill or

1 resolution is a senate committee bill or resolution,
2 the president shall place it on the calendar after
3 its first reading. If the subject of the bill or
4 resolution is not germane to the title of the committee
5 presenting it, the president of the senate may refer it
6 to a committee deemed appropriate.

7 All bills carrying an appropriation for any purpose
8 or involving the expenditure of state funds shall be
9 referred to the committee on appropriations.

10 All bills pertaining to the levy, assessment or
11 collection of taxes or fees shall be referred to the
12 committee on ways and means.

13 Any bill which provides for a new state board,
14 commission, agency, or department or makes separate or
15 autonomous an existing state board, commission, agency,
16 or department, shall be referred to the committee
17 on state government. If the bill or resolution is
18 so referred after being sponsored or reported out
19 by another committee, and if the committee on state
20 government does not report out the bill or resolution
21 within ten legislative days after referral, the bill
22 or resolution shall automatically be restored to the
23 calendar with the same priority it had immediately
24 before referral.

25 This rule shall also apply when such provisions are
26 added to a bill or resolution by amendment adopted by
27 the senate.

28

Rule 39

29

Rules for Standing Committees

30 The following rules shall govern all standing

1 committees of the senate. Any committee may adopt
2 additional rules which are consistent with these rules:

3 1. A majority of the members shall constitute a
4 quorum.

5 2. The chair of a committee shall refer each bill
6 and resolution to a subcommittee within seven days
7 after the bill or resolution has been referred to
8 the committee. The chair may appoint subcommittees
9 for study of bills and resolutions without calling a
10 meeting of the committee, but the subcommittee must be
11 announced by placing notice in the journal. No bill or
12 resolution shall be reported out of a committee until
13 the next meeting after the subcommittee is announced,
14 except that the chair of the appropriations committee
15 may make the announcement of the assignment to a
16 subcommittee by placing a notice in the journal. Any
17 bill so assigned by the appropriations committee chair
18 shall be eligible for consideration by the committee
19 upon report of the subcommittee.

20 When a bill or resolution has been assigned to a
21 subcommittee, the chair shall report to the senate
22 the bill or resolution number and the names of the
23 subcommittee members and such reports shall be reported
24 in the journal. Subcommittee assignments shall be
25 reported to the journal daily. Reports filed before
26 3:00 p.m. shall be printed in the journal for that day;
27 reports filed after 3:00 p.m. shall be printed in the
28 journal for the subsequent day.

29 Where standing subcommittees of any committee have
30 been named, the names of the members and the title of

1 the subcommittee shall be published once and thereafter
2 publication of assignments may be made by indicating
3 the title of the subcommittee.

4 3. No bill or resolution shall be considered by a
5 committee until it has been referred to a subcommittee,
6 the subcommittee has held a public meeting, and the
7 subcommittee has made its report unless otherwise
8 ordered by a majority of the members.

9 4. The rules adopted by a committee, including
10 subsections 2, 3, 9, 10, 11, and 12 of this rule, may
11 be suspended by an affirmative vote of a majority of
12 the members of the committee.

13 5. The affirmative vote of a majority of the
14 members of a committee is needed to sponsor a committee
15 bill or resolution or to report a bill or resolution
16 out for passage.

17 6. The vote on all bills and resolutions shall be
18 by roll call unless a short-form vote is unanimously
19 agreed to by the committee. A record shall be kept by
20 the secretary.

21 7. No committee is authorized to meet when the
22 senate is in session. This rule does not apply to
23 conference committees or subcommittees.

24 8. A subcommittee shall not report a bill to the
25 committee unless the bill has been typed into proper
26 form by the legislative services agency.

27 9. A bill or resolution shall not be voted upon the
28 same day a public hearing called under subsection 10 is
29 held on that bill or resolution.

30 10. Public hearings may be called at the discretion

1 of the chair. The chair shall call a public hearing
2 upon the written request of one-half the membership of
3 the committee. The chair shall set the time and place
4 of the public hearing.

5 11. A subcommittee chair must notify the committee
6 chair not later than one legislative day prior to
7 bringing the bill or resolution before the committee.
8 The committee cannot vote on a bill or resolution for
9 at least one full day following the receipt of the
10 subcommittee report by the chairperson.

11 12. A motion proposing action on a bill or
12 resolution that has been defeated by a committee shall
13 not be voted upon again at the same meeting of the
14 committee.

15 13. Committee meetings and subcommittee meetings
16 shall be open.

17 Rule 40

18 Voting in Committee

19 All committee meetings shall be open at all times.
20 Voting by secret ballot is prohibited. Roll call votes
21 shall be taken in each committee when final action on
22 any bill or resolution is voted, unless a short-form
23 vote is unanimously agreed to by the committee. A roll
24 call vote also shall be taken in each committee at the
25 request of a member upon any amendment or motion. All
26 results shall be entered in the minutes which shall be
27 public records. Records of these votes shall be made
28 available by the chair or the committee secretary at
29 any time. This rule also applies to the appropriations
30 subcommittees.

1 ~~The committee shall not authorize the introduction~~
2 ~~of a committee bill or resolution until the members~~
3 ~~have received final copies of the bill or resolution~~
4 ~~with amendments or changes incorporated, and typed~~
5 ~~into proper form by the legislative services agency.~~
6 ~~The committee may, by unanimous consent, dispense with~~
7 ~~this requirement and instruct the legislative services~~
8 ~~agency to file a report with the committee members~~
9 ~~detailing the amendments or changes and this report~~
10 ~~shall become a part of the committee report.~~

11

Rule 41

12

Announcement of Committee Meetings

13 It shall be in order for the chair of any committee
14 to announce to the senate the time and place of
15 committee meetings. The announcement shall include a
16 proposed agenda for the meeting.

17

Rule 42

18

Withdrawal of Bills and Resolutions from Committee

19 The secretary of the senate shall note on each
20 bill and resolution the date of its reference to
21 committee. No bill or resolution shall be withdrawn
22 from any committee within fifteen legislative days
23 after the bill or resolution has been referred to the
24 committee and thereafter only upon written petition for
25 the withdrawal of such bill or resolution signed by
26 a constitutional majority of the senators, except as
27 provided in Rule 38. Only senators may circulate such
28 a petition.

29

Rule 43

30

Committee Reports

- 1 1. All committees shall file a report of committee
2 meetings. Such reports shall contain the following
3 information:
- 4 a. The time the meeting convened;
 - 5 b. Those senators who were present and absent at
6 the time the meeting convened, as well as the time any
7 senator, who was not present at the time the meeting
8 convened, arrives for the meeting;
 - 9 c. The vote on any bill or resolution reported out
10 of the committee for floor action;
 - 11 d. The title of the bill;
 - 12 e. The file number of the bill or resolution (if
13 known);
 - 14 f. Whether the committee recommends that the
15 bill or resolution be passed, amended and passed,
16 indefinitely postponed, or considered without committee
17 recommendation;
 - 18 g. An indication of other bills or matters
19 discussed;
 - 20 h. Such other matters as the committee chair shall
21 direct; and
 - 22 i. The time the meeting adjourned.
- 23 2. No committee report shall be read, but all
24 committee reports shall be printed in the journal.
25 Upon printing, all committee reports shall then stand
26 approved unless the senate directs otherwise.

27 Rule 44

28 Bills or Resolutions Recommended for Indefinite
29 Postponement

30 No senate bill or resolution recommended for

1 Each petition shall contain a brief statement of its
2 subject matter and the name of the senator presenting
3 it. Petitions shall be filed with the secretary of the
4 senate and noted in the journal.

5 Rule 49

6 Distribution of Printed Material

7 No general distribution of printed material in
8 the senate shall be allowed unless authorized by the
9 secretary of the senate or by a senator.

10 Rule 50

11 Concerning the Printing of Papers

12 Any paper, other than that contemplated by Section
13 10, Article III of the Constitution of the State of
14 Iowa, presented to the senate may, with the consent of
15 a constitutional majority, be printed in the journal.

16 Rule 51

17 Reprinting of Documents

18 When any bill has been substantially amended by
19 the senate, the secretary of the senate shall order
20 the bill reprinted on paper of a different color.
21 All adopted amendments inserting new material shall be
22 distinguishable.

23 The secretary of the senate may order the printing
24 of a reasonable number of additional copies of bills,
25 resolutions, amendments, or journals.

26 OFFICERS AND EMPLOYEES

27 Rule 52

28 Duties of the President

29 The senate shall elect, from its membership, a
30 president. The president shall call the senate to

1 order at the hour to which the senate is adjourned and
2 shall proceed with the regular order of daily business.
3 The president shall preserve order and decorum and
4 decide all questions of order and corrections to the
5 journal. The president shall direct voting as provided
6 in rule 22. When a ruling on whether an amendment
7 is or is not germane is issued, the ruling shall be
8 accompanied by an explanation. The president of the
9 senate shall be the chair of the committee of the whole
10 unless otherwise ordered by the senate, under rule 19.

11 Upon the first reading of an individual bill or
12 resolution, or a house committee bill or resolution,
13 the president shall refer the bill or resolution to
14 the appropriate standing committee. If the bill or
15 resolution is a senate committee bill or resolution,
16 the president shall place it on the calendar after
17 its first reading. If the subject of the bill or
18 resolution is not germane to the title of the committee
19 presenting it, the president of the senate may refer it
20 to the appropriate committee.

21 The president shall sign legislative enactments upon
22 their enrolling.

23 The president of the senate shall serve as a member
24 of the legislative council and the senate rules and
25 administration committee. The president shall serve
26 on the rules and administration committee as chair of
27 the standing subcommittee designated to supervise the
28 secretary of the senate and other employees of the
29 administrative services division of the senate.

30

Rule 53

1 The President Pro Tempore

2 The senate shall elect, from its membership, a
3 president pro tempore. When the president is absent,
4 the president pro tempore shall preside, except when
5 the chair is filled by temporary appointment by the
6 president or the majority leader.

7 The president pro tempore, when presiding, shall
8 perform duties as prescribed in rule 52, paragraphs 1
9 and 2.

10 The president pro tempore shall serve as a member of
11 the legislative council and as a member of the senate
12 committee on rules and administration.

13 Rule 54

14 Secretary of the Senate

15 The secretary of the senate shall be a nonpartisan
16 officer of the senate and shall:

17 1. Serve as chief administrative officer of the
18 senate.

19 2. Have charge of the secretary's desk.

20 3. Be responsible for the custody and safekeeping
21 of all bills, resolutions, and amendments filed, except
22 while they are in the custody of a committee.

23 4. Have charge of the daily journal.

24 5. Have control of all rooms assigned for the use
25 of the senate.

26 6. Keep a detailed record of senate action on all
27 bills and resolutions.

28 7. Insert adopted amendments into bills before
29 transmittal to the house of representatives and prior
30 to final enrollment.

1 8. With the exception of caucus employees and
2 employees directly serving the majority leader, the
3 president of the senate, and the minority leader,
4 prescribe the duties of and supervise all senate
5 employees.

6 9. Authorize all expenditures of funds within the
7 senate budget.

8 10. The secretary of the senate shall also act as
9 senate parliamentarian and shall:

10 a. Advise the presiding officer of the senate about
11 parliamentary procedures during deliberations of the
12 senate.

13 b. Perform other duties as prescribed by the
14 committee on rules and administration.

15 c. Process the handling of amendments when filed
16 and during the floor consideration of bills.

17 Rule 55

18 Legal Counsel

19 The legal counsel shall be the secretary of the
20 senate or a contractual employee of the senate and
21 shall:

22 1. Serve as attorney and counselor for the senate.

23 2. At the request of the majority or minority
24 leaders, research any legal issue in which the senate
25 has an interest. However, the legal counsel shall not
26 issue nor venture any opinions on unresolved questions
27 of law unless permitted by both the majority and
28 minority leaders.

29 Rule 56

30 Sergeant-at-Arms

1 The sergeant-at-arms shall be an employee of the
2 senate and shall:

3 1. Wear the appropriate badge of his or her office.

4 2. Attend the senate during its sessions.

5 3. Aid in the enforcement of order under the
6 direction of the president of the senate and the
7 secretary of the senate.

8 4. Execute the commands of the senate.

9 5. See that no unauthorized person disturbs the
10 contents of the senators' desks.

11 6. Supervise the doorkeepers, the assistant
12 sergeant-at-arms, and pages.

13 7. Announce all delegations from the governor or
14 house.

15 8. Supervise the seating of visitors and press
16 representatives.

17 Rule 57

18 Senate Secretaries

19 Every senator shall be permitted to employ for each
20 session of a general assembly a personally selected
21 secretary.

22 Rule 58

23 Use of Electronic Voting System

24 Any officer or employee of the senate, other than
25 a duly elected member of the senate, who operates
26 the electronic voting machine mechanism located at the
27 desk of said member of the senate shall be subject to
28 immediate termination from employment. The provisions
29 of this paragraph shall not apply to the use of the
30 page bell or to testing of the electronic voting

1 system.

2 CONFIRMATION OF APPOINTMENTS

3 Rule 59

4 Appointments

5 The secretary of the senate shall:

6 a. send, to each appointee submitted by the
7 governor for senate confirmation, a copy of a
8 senate questionnaire as approved by the rules and
9 administration committee;

10 b. receive completed questionnaires from appointees
11 and forward copies of the completed questionnaires to
12 appropriate committee members; and

13 c. maintain "Confirmation Calendar" categories on
14 the senate calendar as directed under this rule, rule
15 6, and by the committee on rules and administration.
16 No appointee shall be listed as eligible on the
17 confirmation calendar until the secretary has received
18 the appointee's completed senate questionnaire.

19 As soon as possible after the convening of a
20 session, and again within one week following March
21 1, the secretary of the senate shall publish in the
22 senate journal the names of all nominees submitted
23 for confirmation. The secretary of the senate shall
24 maintain a file of all appointments received from the
25 governor for confirmation. The file shall contain
26 a description of the duties and the compensation
27 for each nominee. The file shall show the date an
28 appointment was received from the governor, the date
29 the appointment was published in the journal, whether
30 the nominee has been introduced, whether a committee

1 report has been filed, when the senate questionnaire
2 was sent to the appointee, and shall include a copy
3 of the appointee's completed senate questionnaire, upon
4 receipt.

5 INVESTIGATING COMMITTEES. All appointments received
6 from the governor shall be referred to the rules
7 and administration committee by the secretary of
8 the senate on the same day they are published in
9 the senate journal. The rules and administration
10 committee shall establish an en bloc confirmation
11 calendar which must be filed with the secretary of
12 the senate. Within three (3) legislative days after
13 receiving an appointment, the committee shall either
14 place a nominee on the en bloc confirmation calendar
15 or assign the nominee to an appropriate standing
16 committee for further investigation, publishing notice
17 of such assignment in the senate journal for the next
18 legislative day. If the rules and administration
19 committee fails to take action on a nominee within
20 the three (3) legislative days, the nominee shall
21 automatically be placed on the en bloc confirmation
22 calendar.

23 Within the three (3) legislative days after an
24 appointment has been referred to the rules and
25 administration committee, any ten senators may require
26 that the nominee be assigned to an appropriate standing
27 committee by filing a written, signed request therefor
28 with the chairperson of the rules and administration
29 committee. The committee chair shall refer the
30 appointment to a subcommittee within three (3)

1 legislative days after a standing committee receives
2 an appointment for further investigation, publishing
3 notice of such assignment in the senate journal for the
4 next legislative day. Within ten (10) legislative days
5 after a standing committee receives an appointment for
6 further investigation the subcommittee shall file its
7 report with the standing committee.

8 Within fourteen (14) legislative days after
9 a standing committee receives an appointment for
10 further investigation, the committee shall conduct
11 an investigation of the nominee and file its report
12 thereon with the secretary of the senate, who shall
13 then place the nominee on the en bloc calendar or
14 individual confirmation calendar as directed by the
15 committee. The failure of a committee to file
16 its report within the prescribed time means that
17 the nominee is to be automatically placed, without
18 recommendation, upon the individual confirmation
19 calendar.

20 Any individual nominated to head a department
21 or agency of state government, whose appointment is
22 subject to senate confirmation, must be introduced
23 to the full senate prior to a vote on confirmation
24 of the nominee. Additionally, any five (5) senators
25 may request that any nominee be introduced to the
26 senate by filing a written request with the secretary
27 of the senate within ten (10) legislative days of
28 the nominee's name appearing in the journal. Any
29 individual nominated to a position requiring senate
30 confirmation may request to be introduced to the

1 full senate by notifying the secretary of the senate
2 at least one (1) legislative day in advance of the
3 nominee's appearance. If an individual is nominated
4 both to fill a vacancy for an unexpired term and
5 is also nominated for reappointment to that position
6 during the same session, a single introduction is
7 sufficient for eligibility for confirmation to both
8 terms.

9 HEARINGS. Any member of a committee investigating
10 an appointment may, within five (5) legislative days
11 after the committee receives the appointment, obtain a
12 hearing with the nominee by filing a written request
13 with the secretary of the senate who shall forward it
14 to the chair of the standing committee and the chair
15 of the subcommittee. Notice of the hearing shall be
16 published in the journal at least two (2) legislative
17 days prior to the hearing. At the hearing, which
18 shall be before the subcommittee, the nominee may be
19 questioned as to his or her qualifications to fulfill
20 the office to which nominated and further questioned as
21 to his or her viewpoints on issues facing the office to
22 which nominated. Any senator may at the discretion of
23 the chair of the subcommittee be permitted to submit
24 oral questions. The public may, at the discretion
25 of the investigating committee, be permitted to submit
26 oral or written statements as to the qualifications of
27 the nominee.

28 Also, within five (5) legislative days after the
29 subcommittee receives an appointment for investigation,
30 any senator may submit written questions to be answered

1 by the nominee prior to consideration of the nominee's
2 confirmation by the senate.

3 INFORMATIONAL MEETINGS. After a nominee has been
4 placed on the calendar and prior to the vote on
5 confirmation, any senator may request an informational
6 meeting on the nomination which shall be held before
7 the subcommittee.

8 VOTING ON CONFIRMATIONS. Appointments received from
9 the governor for senate confirmation during any session
10 of a general assembly shall be acted upon by April 15
11 as provided by section 2.32 of the Code. Upon the
12 motion of the majority leader or his or her designee,
13 the nominees on the en bloc confirmation calendar
14 shall be confirmed en bloc by the affirmative vote of
15 two-thirds of the members elected to the senate. The
16 journal shall reflect a single roll call accompanied by
17 a statement of the names of those individuals subject
18 to the en bloc confirmation vote.

19 Prior to an en bloc vote, any senator may request,
20 either in writing or from the floor, an individual vote
21 on any nominee on the en bloc confirmation calendar.
22 The senate shall vote separately on the nominee.

23 Nominees on the individual confirmation calendar
24 shall be confirmed by a two-thirds vote; however, the
25 senate shall take a separate roll call on each nominee,
26 unless by unanimous consent, it determines to take one
27 vote on all nominees under consideration. In any case,
28 the journal shall reflect a single roll call vote for
29 each nominee.

30 If an individual is nominated both to fill a vacancy

S.R. 6

1 for an unexpired term and is also nominated for
2 reappointment to that position, and such appointment
3 and reappointment appear on the senate calendar as
4 eligible at the same time, a single vote is sufficient
5 for confirmation to both terms.

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