

**SENATE RULES**  
**Table of Contents**

- CHAPTER 1. PRESIDING OFFICER**
- CHAPTER 2. FLOOR PRIVILEGES, SEATING, AND MEETINGS**
- CHAPTER 3. OFFICERS AND EMPLOYEES**
- CHAPTER 4. COMMITTEES**
- CHAPTER 5. RULES**
- CHAPTER 6. CONSENT CALENDAR**
- CHAPTER 7. NOMINATIONS FROM THE GOVERNOR**

**CHAPTER 1. PRESIDING OFFICER**

**CONSTITUTIONAL PROVISIONS**

*Art. IV, Sec. 5. Powers and duties of lieutenant governor.*

*THE LIEUTENANT GOVERNOR SHALL BE PRESIDENT OF THE SENATE BUT SHALL HAVE NO VOTE UNLESS THE SENATORS BE EQUALLY DIVIDED.*

**RULES**

**S1-1. President pro tempore presides in absence of president.** If the president is absent or unable to serve, the president pro tempore shall act as presiding officer of the Senate. The acts of the president pro tempore have the same validity as those of the president.

**S1-2. Presiding officer in absence of president and president pro tempore.** If the president and the president pro tempore are absent or unable to serve, any member called to the chair by the Senate may serve as presiding officer. When in session, the presiding officer, in the absence of the pro tempore, may designate any member to perform the duties of the presiding officer, but the designation may not extend beyond an adjournment. The acts of such a member have the same validity as those of the president.

**CHAPTER 2. FLOOR PRIVILEGES, SEATING, AND MEETINGS**

**S2-1. Access to chamber and lobbies.** Except as otherwise provided in Joint Rule 2-1, no person, except current legislators and legislative employees, may enter the Senate chamber or space reserved for members of the Legislature adjacent to the Senate chamber at any time during a session or for the period of three hours preceding a session except upon invitation of a member of the Senate. However, under no circumstances may a lobbyist enter the chamber or reserved space for a period of three hours preceding a session or thirty minutes after adjournment of the Senate.

**S2-2. Seating assignments.** The president pro tempore of the Senate, with the advice of the minority

leader, shall make the seating assignments for the floor of the Senate.

**S2-3. Hour of meeting.** The hour of meeting of the Senate is 2:00 p.m. on each legislative day unless otherwise ordered by the Senate.

**S2-4. Introduction of honored guests.** Any Senator may, with the prior approval of the presiding officer, present honored guests for introduction on the floor of the chamber. Any honored guest should be a representative of some noteworthy event, charity, or benevolent organization or the recipient of some significant honor, title, or award and shall be briefly conducted onto the Senate floor from the legislators' side lobby. However, all such presentations may only occur during the first hour of business, and the honored guests may not address any remarks to the Senate. Introduction shall be made by the Presiding Officer or their designee.

### **CHAPTER 3. OFFICERS AND EMPLOYEES**

**S3-1. Elective officers.** The officers of the Senate are a president pro tempore of the Senate, a secretary of the Senate and such other officers necessary to conduct the business of the Senate, who shall be formally elected by a majority vote of the members-elect of the Senate. Employees necessary to conduct the business of the Senate shall be appointed by the president pro tempore and their appointment shall be announced at the opening of the session.

### **CHAPTER 4. COMMITTEES**

**S4-1. Standing committees.** The presiding officer of the Senate shall announce the members of the following standing committees after their selection by the president pro tempore and the minority leader. The number of members is indicated after each committee:

1. Agriculture and Natural Resources (9)
2. Appropriations (10)
3. Commerce (7)
4. Education (7)
5. Government Operations and Audit (3)
6. Health and Human Services (7)
7. Judiciary (7)
8. Legislative Procedure (7)
9. Local Government (7)
10. Retirement Laws (5)
11. State Affairs (9)
12. Taxation (9)
13. Transportation (7)

The president of the Senate is an ex officio member of the committee on legislative procedure.

**S4-2. Chairs of standing committees.** The president pro tempore of the Senate shall serve as the chair of the legislative procedure committee. For other committees, the member of a committee

announced first is the chair. In the absence of the chair, the member announced next shall act as chair, and so on as often as necessary.

## CHAPTER 5. RULES

**S5-1. Adoption, suspension, or amendment of rules.** A motion to adopt the rules of the Senate shall be decided by a majority of the members-elect, subject to debate. A motion to suspend or amend a rule of the Senate shall be decided by a two-thirds majority of the members-elect, subject to debate.

**S5-2. Proceedings governed by Mason's Manual.** *Mason's Manual of Legislative Procedure* governs the proceedings of the Senate in all cases not covered by these rules or the Joint Rules.

**S5-3. Conflicting rules.** If the Senate rules and the Joint Rules conflict, the Senate rules govern.

## CHAPTER 6. CONSENT CALENDAR

**S6-1. Consent calendar.** Notwithstanding Joint Rule 13-1, a bill requiring a two-thirds vote of the members-elect may not be voted on the Senate consent calendar. If such a bill is placed on the Senate consent calendar, the presiding officer shall order it removed and placed on the next legislative day's regular bill calendar.

**S6-2. Approval of consent calendar is final disposition.** Notwithstanding Joint Rule 13-4, after allowing a reasonable time for questions from the floor on the bills and resolutions on the consent calendar and after permitting the proponents to answer the questions, the president of the Senate shall call for a vote on the consent calendar. Approval of the consent calendar by a majority of the members-elect of the Senate is considered final disposition of all the bills and resolutions on the consent calendar.

## CHAPTER 7. NOMINATIONS FROM THE GOVERNOR

**S7-1. Confirmation procedure.** Nominations from the Governor shall be referred to a standing or select committee. A committee receiving such a referral shall conduct hearings on the fitness and qualifications of the nominee to serve in the post for which the nominee has been nominated. After the hearings and subsequent deliberations, the committee shall report to the full Senate its recommendation that the nomination should or should not receive the consent of the Senate. Following the committee report, action on the confirmation shall be set for a day certain on the legislative calendar. In committee and on the floor, consideration of the Governor's appointments that require Senate confirmation shall take place in open session unless otherwise ordered by a majority of the body present.

**S7-2. Time for taking final action.** Final action on nominations by the Governor may not be taken until the second legislative day after receiving the nomination. This rule does not apply to a nomination received during the three final legislative days.

**S7-3. Motion of advice and consent.** On considering nominations from the Governor, the presiding

officer shall put the following question: "Does the Senate advise and consent to the executive appointment of (name) pursuant to the executive message as found on page \_\_\_\_ of the Senate Journal?"

**S7-4. Vote requirements.** Confirmation of nominations from the Governor requires a majority vote of the members-elect.

**S7-5. Reconsideration of vote.** While a nomination from the Governor remains within the Senate, the members may reconsider any vote taken on it.

**S7-6. Written notice of final action.** Upon final action, the secretary of the Senate shall notify the Governor and the secretary of state in writing of the action of the body.