

# SENATE RESOLUTION NO. 2

Senator Singh offered the following resolution:

1 A resolution prescribing the Standing Rules of the Senate.

2 CHAPTER I - SECTION 1

3 SENATE ORGANIZATION

4  
5 1.100 TRANSMISSION OF MESSAGES.

6 Per Joint Rule 1, all messages necessary for conducting  
7 legislative business between the two houses shall be communicated  
8 in writing and delivered electronically by the Secretary of the  
9 Senate and the Clerk of the House of Representatives.

10  
11 1.101 PRESIDING OFFICER

12 a) The Lieutenant Governor shall be the President of the

1 Senate and shall preside over all sessions of the Senate. If the  
2 Lieutenant Governor is absent, the President pro tempore, Assistant  
3 President pro tempore, or Associate President pro tempore shall  
4 preside.

5 b) The Lieutenant Governor may vote only when the Senators are  
6 equally divided in their vote (see Const. Art. 5, Sec. 25).

7 c) In the absence of the President of the Senate, President  
8 pro tempore, Assistant President pro tempore, and Associate  
9 President pro tempore, the Secretary of the Senate shall preside  
10 until the Senate shall appoint a Senator to act as presiding  
11 officer or until the President of the Senate, President pro  
12 tempore, Assistant President pro tempore, or Associate President  
13 pro tempore shall appear. In the absence of all Senators, or all  
14 but one Senator, the Secretary of the Senate shall preside.

15

#### 16 1.102 AUTHORITY OF THE PRESIDING OFFICER

17 a) The presiding officer shall call the Senate to order at the  
18 hours provided by the Constitution and these rules and at the hour  
19 established by the Senate at its last meeting.

20 b) Except as provided in Rule 1.205(b), following the  
21 invocation and Pledge of Allegiance, the presiding officer shall  
22 instruct the Secretary of the Senate to record the attendance. The  
23 attendance roll call shall be taken using the electronic voting  
24 system for one minute; however, on the first session in January, or  
25 if the electronic voting system is not operational, the presiding  
26 officer shall instruct the Secretary of the Senate to call the roll  
27 orally and record and announce the results.

28

#### 29 1.103 THE PRESIDING OFFICER'S CONTROL WITHIN THE CHAMBER

1           The presiding officer shall preserve order and decorum and  
2 shall have general control within the Chamber. During every session  
3 of the Senate, the Sergeant at Arms is under the direct supervision  
4 of the presiding officer. Every question of order and procedure  
5 shall be decided by the presiding officer, subject to an appeal by  
6 the Senate.

7

8 1.104 ELECTION OF SENATE OFFICERS

9           a) At the first session of a quadrennium, a President pro  
10 tempore, Assistant President pro tempore, and Associate President  
11 pro tempore shall be elected by a vote of a majority of the  
12 Senators elected and serving. All officers elected by the Senate  
13 hold office until their successors are elected and qualified or  
14 until the expiration of their Senate term, whichever occurs first.

15           b) Prior to the commencement of the quadrennium session, the  
16 majority party shall meet in an organizational caucus and elect a  
17 Majority Leader, Majority Floor Leader, Majority Whip, Majority  
18 Caucus Chairperson, Assistant Majority Leader, Assistant Majority  
19 Floor Leaders, Assistant Majority Whip, and Assistant Majority  
20 Caucus Chairperson. At a similar organizational caucus, the  
21 minority party shall elect a Minority Leader, Minority Floor  
22 Leader, Minority Whip, Minority Caucus Chairperson, Assistant  
23 Minority Leader, Assistant Minority Floor Leader, Assistant  
24 Minority Whip, and Assistant Minority Caucus Chairperson.

25           c) All majority party Senate officers shall serve at the  
26 pleasure of the majority party caucus. All minority party Senate  
27 officers shall serve at the pleasure of the minority party caucus.

28           d) All majority and minority party caucuses shall be subject  
29 to Section 8 of the Open Meetings Act (see MCL 15.268).

1

## 2 1.105 APPOINTMENT OF COMMITTEES

3 a) The Senate Majority Leader shall make appointments of  
4 Senators to committees and subcommittees established under these  
5 rules. The Senate Majority Leader shall make appointments of  
6 minority party members from a list submitted by the Senate Minority  
7 Leader, and shall consider the preferences, seniority, and  
8 experience of the members in making appointments. The Senate  
9 Majority Leader may accept the list submitted by the Senate  
10 Minority Leader in whole or in part. If the Senate Majority Leader  
11 rejects names on the list and their corresponding committee  
12 assignments, the Senate Minority Leader shall submit replacement  
13 nominations.

14 b) The Senate Majority Leader may remove members from their  
15 appointment to committees and subcommittees established under these  
16 rules.

17 c) All appointments to standing and select committees and  
18 subcommittees are subject to the approval of the Senate by a  
19 majority of the Senators elected and serving. All removals from  
20 committees and subcommittees and all appointments to conference  
21 committees shall be effective upon the removal or appointment until  
22 disapproved by the Senate by a majority of the Senators elected and  
23 serving.

24

## 25 1.106 ELECTION OF SECRETARY OF THE SENATE

26 At the first session of a quadrennium, a Secretary of the  
27 Senate shall be elected as an officer of the Senate. The Secretary  
28 of the Senate shall take and subscribe to the Constitutional Oath  
29 of Office for the true and faithful discharge of the duties of

1 office. The Secretary of the Senate shall serve until a successor  
2 is elected and qualified. If a vacancy occurs in the office of the  
3 Secretary of the Senate, the Assistant Secretary of the Senate  
4 shall assume the duties of the Secretary of the Senate until a  
5 successor is elected and qualified. **The Secretary shall name a**  
6 **Reading Clerk who is able to handle rostrum duties normally**  
7 **assigned to the Secretary or Assistant Secretary in the event**  
8 **either are absent.**

9

## 10 1.107 SENATE PARLIAMENTARIAN

11 The Secretary of the Senate, or a member of the staff of the  
12 Secretary of the Senate, shall serve as the Senate Parliamentarian  
13 to advise the Senate on questions relating to parliamentary law and  
14 procedure.

15

## 16 1.108 SENATE BROADCAST AND WEBCAST

17 The Secretary of the Senate, with the concurrence of the  
18 Senate Majority Leader, may broadcast and webcast Senate session.

19

## 20 1.109 SENATE JOURNALS

21 a) The Secretary of the Senate shall keep a correct Journal of  
22 each day's proceedings of the Senate, supervise its publication,  
23 and make corrections from day to day as may be necessary. During  
24 the consideration and passage of general and supplemental  
25 appropriation bills, the Secretary of the Senate may correct  
26 summative totals that may have been affected by amendments made to  
27 items in the bills. The corrections shall be made in the bills and  
28 the Journal.

29 b) The Secretary of the Senate shall make the Journal

1 available online daily for use by the President of the Senate,  
2 Senators, and the general public.

3 c) When the Senate goes into Executive Session, the  
4 proceedings of the Senate shall be kept in a separate Journal,  
5 which shall be open to inspection by Senators only, unless  
6 otherwise ordered. The separate Journal shall be published after  
7 the close of the session at the end of the regular Journals of the  
8 Senate proceedings, unless otherwise ordered by the Senate.

9

10 1.110 INTRODUCTION OF BILLS, JOINT RESOLUTIONS, AND ALTERNATIVE  
11 MEASURES

12 a) All bills, joint resolutions, and alternative measures to  
13 be introduced shall be submitted to the Secretary of the Senate,  
14 accompanied by seven true copies, for introduction on the next  
15 succeeding Senate legislative day unless the Senate Majority Leader  
16 otherwise determines to allow for bills to be introduced the same  
17 day if session is still in order. Only a currently serving Senator  
18 may sign a bill, joint resolution, or alternative measure for  
19 introduction. Once submitted to the Secretary of the Senate, all  
20 bills, joint resolutions, and alternative measures become the  
21 property of the Senate and cannot be withdrawn. Each bill,  
22 conference report, substitute bill, joint resolution, and  
23 alternative measure shall be approved as to form and numbering of  
24 sections by the Legislative Service Bureau prior to submission to  
25 the Secretary of the Senate. Bills, joint resolutions, and  
26 alternative measures may be submitted for introduction during the  
27 interim between legislative sessions.

28 b) Each Senate bill, joint resolution, and alternative measure  
29 shall be read a first and second time by title when introduced in

1 the Senate. Each House bill, joint resolution, and alternative  
2 measure shall be read a first and second time by title when first  
3 received from the House.

4 c) At any time after introduction and upon final action on a  
5 Senate bill, joint resolution, or alternative measure, Senators may  
6 move to co-sponsor the bill, joint resolution, or alternative  
7 measure when it is in possession of the Senate. Senators may also  
8 submit a written request to the Secretary of the Senate to be added  
9 as a co-sponsor of the bill, joint resolution, or alternative  
10 measure, and the Secretary of the Senate shall print the request in  
11 the Journal as an official communication under Senate Rule 3.105.  
12 After final passage of a Senate bill or adoption of a Senate joint  
13 resolution or alternative measure, or upon final action on a Senate  
14 bill, joint resolution, or alternative measure returned from the  
15 House, the presiding officer may open the voting board to allow  
16 Senators to add their names as co-sponsors.

17 d) A sponsor or co-sponsor may move to remove his or her name  
18 from a Senate bill, joint resolution, or alternative measure when  
19 it is in possession of the Senate, provided that at least one  
20 Senator remains listed as the sponsor. A sponsor or co-sponsor may  
21 also submit a written request to the Secretary of the Senate to  
22 remove his or her name from a Senate bill, joint resolution, or  
23 alternative measure when it is in possession of the Senate,  
24 provided that at least one Senator remains listed as the sponsor,  
25 and the Secretary of the Senate shall print the request in the  
26 Journal as an official communication under Senate Rule 3.105.

27

28 1.111 NUMBERING, LETTERING, AND PRINTING OF BILLS, JOINT  
29 RESOLUTIONS, AND ALTERNATIVE MEASURES

1           a) The Secretary of the Senate shall assign numbers to all  
2 Senate bills, resolutions, and alternative measures in the order  
3 they are submitted for introduction. The Secretary of the Senate  
4 shall assign letters to all joint resolutions in the order they are  
5 submitted for introduction.

6           b) The Secretary of the Senate shall attend to the printing  
7 and reproduction of all bills, resolutions, joint resolutions,  
8 alternative measures, acts, and other documents ordered printed or  
9 reproduced by the Senate. The heading of every bill, resolution,  
10 joint resolution, and alternative measure ordered or reproduced  
11 shall contain the number of the bill, resolution, or alternative  
12 measure or letter of the joint resolution; name of the Senator or  
13 Senators introducing the bill, resolution, joint resolution, or  
14 alternative measure; date of introduction; and the name of the  
15 committee to which the bill, resolution, joint resolution, or  
16 alternative measure is referred.

17

18 1.112 ANNOUNCEMENT OF PRINTING AND ENROLLMENT OF BILLS, JOINT  
19 RESOLUTIONS, AND ALTERNATIVE MEASURES

20           The Secretary of the Senate shall print in the Journal each  
21 day (a) the number of all Senate and House bills, ~~resolutions~~, and  
22 alternative measures and letters of all joint resolutions that have  
23 been printed or reproduced and distributed to the offices of the  
24 President of the Senate and Senators and (b) the numbers of the  
25 Senate bills that have been enrolled and presented to the Governor.

26

27 1.113 CARE AND PRESERVATION OF BILLS, RESOLUTIONS, AND ALTERNATIVE  
28 MEASURES

29           The Secretary of the Senate shall be responsible to the Senate

1 for the care and preservation of every bill, resolution, joint  
2 resolution, and alternative measure introduced in the Senate and  
3 each bill, resolution, and alternative measure received from the  
4 House, which responsibility shall only be relieved by a receipt  
5 from an authorized person.

6

7 1.114 ENROLLMENT OF BILLS AND PRESENTATION TO THE GOVERNOR

8 a) After a Senate bill has passed both houses, the Secretary  
9 of the Senate shall attend to the enrollment printing of the bill.  
10 The Secretary of the Senate shall present the enrolled bill to the  
11 Governor and obtain a receipt verifying the exact date and time the  
12 bill was deposited in the Executive Office.

13 b) Unless otherwise **ordered** by the Senate, the Secretary of  
14 the Senate may enroll a Senate bill while the Senate is not in  
15 session if that bill has passed both houses and no action is  
16 pending on the bill. If the only action pending on such a bill is  
17 the granting of immediate effect, and the Senate has adjourned sine  
18 die, immediate effect shall not be given, and the Secretary shall  
19 enroll the bill. The Secretary of the Senate shall notify the  
20 Senate of such action on the next Senate legislative day.

21 c) When a Senate bill is approved by the Governor, the  
22 Secretary of the Senate shall obtain a receipt from the Executive  
23 Office verifying the exact date and time the bill was filed with  
24 the Secretary of State. At the end of each year, the Secretary of  
25 the Senate shall deposit with the Secretary of State the official  
26 printed copy of the Senate bill as passed by both houses and obtain  
27 a receipt.

28

29 1.115 ENROLLMENT OF JOINT RESOLUTIONS AND ALTERNATIVE MEASURES

1           a) After a Senate joint resolution or alternative measure has  
2 been adopted by both houses, the Secretary of the Senate shall  
3 attend to the enrollment printing **in accordance with Joint Rule 16.**  
4 The Secretary of the Senate shall certify and file the enrolled  
5 joint resolution or alternative measure with the Secretary of State  
6 and, in the case of a joint resolution, with others as directed by  
7 the joint resolution.

8           b) Unless otherwise ordered by the Senate, the Secretary of  
9 the Senate may enroll a Senate joint resolution or alternative  
10 measure while the Senate is not in session if that joint resolution  
11 or alternative measure has been adopted by both houses and no  
12 action is pending on the joint resolution or alternative measure.  
13 The Secretary of the Senate shall notify the Senate of such action  
14 on the next Senate legislative day.

15           c) When filing an enrolled Senate joint resolution or  
16 alternative measure with the Secretary of State, the Secretary of  
17 the Senate shall obtain a receipt verifying the exact date and time  
18 filed. At the end of each year, the Secretary of the Senate shall  
19 deposit with the Secretary of State the official printed copy of  
20 the Senate joint resolution or alternative measure as adopted by  
21 both houses and obtain a receipt.

22

#### 23 1.116 BILL, RESOLUTION, AND ALTERNATIVE MEASURE HISTORY

24           The Secretary of the Senate shall keep a record and index of  
25 all bills, resolutions, joint resolutions, and alternative measures  
26 received by the Senate. This record shall include the title; bill,  
27 resolution, or alternative measure number; joint resolution letter;  
28 name of the sponsor and any co-sponsors introducing the bill,  
29 resolution, joint resolution, or alternative measure; name of the

1 committee to which the bill, resolution, joint resolution, or  
2 alternative measure is referred; and an entry of all action,  
3 including the date, taken on the bill, resolution, joint  
4 resolution, or alternative measure.

5

## 6 1.117 SENATE ADMINISTRATION AND OFFICE BUDGETS

7 a) The Senate Majority Leader is the Chief Administrator of  
8 the Senate, shall assign duties to Senate employees not specified  
9 by other rules, and may authorize and have final approval authority  
10 for all expenses for the operation of the Senate, except as  
11 provided by law.

12 b) In the absence of the Senate Majority Leader, the Assistant  
13 Majority Leader shall assume the duties and responsibilities of the  
14 Senate Majority Leader.

15 c) The Director of the Business Office shall create a budget  
16 with the concurrence of the Senate Majority Leader. ~~The form of the~~  
17 ~~budget shall parallel, as closely as practical, the departmental~~  
18 ~~budgets presented to the Committee on Appropriations.~~

19 d) The Senate financial records shall be open for public  
20 inspection. Upon a written request that describes the financial  
21 record sufficiently to enable the Senate to find the financial  
22 record, a person has a right to inspect, copy, or receive copies of  
23 that financial record of the Senate. Documents shall be available  
24 for inspection during normal business hours. The Director of the  
25 Business Office shall keep a record of these requests.

26 1) A copy of the Senate financial records shall be on file  
27 with the Senate Business Office, which shall have overall authority  
28 to administer the Senate financial records under the direction of  
29 the Senate Majority Leader.

1           2) As used in this section, "financial record" means a budget,  
2 account, contract, purchase order, expenditure authorization,  
3 voucher, check, warrant, lease, audit report, balance sheet, travel  
4 voucher, or other such summaries of financial transactions.

5           3) The following information contained in Senate financial  
6 records is exempt from disclosure under this rule:

7           A) Information of a personal nature contained in financial  
8 records where the public disclosure of the information would  
9 constitute a clearly unwarranted invasion of an individual's  
10 privacy. Such exempt information includes, but is not limited to,  
11 the following:

12           (i) An employee's social security account number, financial  
13 institution record, electronic transfer fund number, deferred  
14 compensation, savings bonds, W-2 and W-4 forms, and any court  
15 enforced judgment.

16           (ii) An employee's benefit selection.

17           (iii) Telephone bill detail including the telephone number and  
18 name of individual called.

19           (iv) Unemployment compensation and workers' disability  
20 compensation records.

21           B) Records and information specifically described and exempted  
22 from disclosure under statute or subject to attorney-client  
23 privilege.

24           C) A bid or proposal by a person to enter into a contract or  
25 agreement, until the time for the public opening of bids or  
26 proposals, or if a public opening is not to be conducted, until the  
27 time for the receipt of bids or proposals has expired.

28           D) Commercial or financial information or trade secrets  
29 voluntarily provided to the Senate.

1           E) Communications, notes, and electronic data within the  
2 Senate or between the Senate and other public bodies of an advisory  
3 nature.

4           F) Internet-use records.

5           G) Any other document or record protected from public  
6 disclosure by agreement, contract, Senate rule, or law.

7           4) The Senate may charge a reasonable fee for providing a copy  
8 of a financial record. The fee shall be limited to actual mailing  
9 costs and to the actual incremental cost of duplication or  
10 publication including labor related to the search, and deletion of  
11 exempt information from nonexempt information.

12           5) The Senate may also charge a reasonable fee for providing  
13 for the inspection of financial records. This fee may include the  
14 actual incremental cost of supervising the inspection including  
15 labor related to the search, examination, review, and deletion of  
16 exempt information from nonexempt information.

17           6) The Senate may adopt any such other rules and policies as  
18 are necessary to provide for the orderly dissemination of materials  
19 to the public.

20           e) Each Senator ~~shall~~ **may** be allotted separate budget amounts  
21 for the annual staff account and the annual office operations  
22 account, as determined by the Senate Majority Leader, to be used on  
23 a fiscal year basis. Each standing committee chairperson ~~shall~~ **may**  
24 be allotted a separate budget amount for the annual committee  
25 operations account, as determined by the Senate Majority Leader.  
26 The amounts allocated to these accounts may be adjusted for all  
27 Senate offices by the Senate Majority Leader. Any unused amount in  
28 a fiscal year shall not be carried into the succeeding year. A  
29 Senator shall not exceed the annual limits for each of these

1 accounts without approval of the Senate Majority Leader.

2 f) The Senate Majority Leader shall establish guidelines to  
3 allow Senators to transfer a limited amount of funds between their  
4 own staff account and their office operations account.

5

6 1.118 SECRETARY OF THE SENATE; ADMINISTRATIVE DUTIES

7 ~~a) With the approval of the Senate Majority Leader, the~~  
8 ~~Secretary of the Senate, shall appoint a staff to conduct the~~  
9 ~~legislative administration of the Senate, including Administrative~~  
10 ~~Office Staff, Session Staff, Committee Clerks, and Senate~~  
11 ~~Television Staff. Pursuant to the authority granted to the~~  
12 **Secretary of the Senate by the Senate Majority Leader under these**  
13 **rules, the Secretary of the Senate shall appoint staff to conduct**  
14 **the legislative administration of the Senate.**

15 b) The Secretary of the Senate shall exercise supervisory care  
16 and control of the Senate Chamber and all Senate rooms, corridors,  
17 furniture, and equipment in the Capitol and all committee and  
18 meeting rooms not located in the Capitol. The Secretary will  
19 cooperate with the Director of the Business Office in carrying out  
20 these duties.

21 c) The Secretary of the Senate shall have responsibility for  
22 the development and maintenance of a system for preserving  
23 legislative records of the Senate and its committees. The Secretary  
24 of the Senate shall issue guidelines for the organization and  
25 preservation of these records.

26 d) The Secretary of the Senate shall be responsible for  
27 keeping the Senate seal and for affixing the Senate seal to  
28 official Senate documents, as authorized by the Senate Majority  
29 Leader. The Senate seal shall be comprised of the coat of arms of

1 the State of Michigan encompassed by the words: "Senate - State of  
2 Michigan".

3 e) The Secretary of the Senate shall maintain a schedule of  
4 Senate committee rooms.

5 f) The Secretary of the Senate shall make and maintain an  
6 official ~~tapes~~ **recording** of all sessions of the Senate. Copies of  
7 the official ~~tape~~ **recordings** shall be made only upon application  
8 approved by the Senate Majority Leader. All official ~~tapes~~  
9 **recordings** of the Senate sessions shall be transferred to the State  
10 Archives four years following the end of each biennial session of  
11 the Senate.

12 g) The Secretary of the Senate shall compile and maintain a  
13 list of appointments by the Governor subject to the advice and  
14 consent power of the Senate. This list shall contain the name and  
15 function of the office, the holder of the office, the date of  
16 appointment, and the expiration date of the officeholder's term.  
17 This list shall be posted on the Senate Website.

18 h) The Secretary of the Senate shall compile and maintain a  
19 list of the appointments that the Senate Majority Leader or the  
20 Senate Minority Leader are authorized to make to various boards and  
21 commissions. This list shall contain the name and function of the  
22 office, the holder of the office, the date of appointment, and the  
23 expiration date of the officeholder's term. This list shall be  
24 posted on the Senate Website.

25

26 1.119 DIRECTOR OF THE BUSINESS OFFICE; ADMINISTRATIVE DUTIES

27 a) The Director of the Business Office shall serve at the  
28 pleasure of the Senate Majority Leader.

29 b) ~~With the approval of the Senate Majority Leader, the~~

~~1 Director of the Business Office shall appoint a staff to conduct~~  
~~2 the business of the Senate, including Business Office Staff,~~  
~~3 Finance Staff, Human Resources Staff, Information Services Staff,~~  
~~4 General Services Staff, Physical Properties Staff, and Security~~  
~~5 Staff. Pursuant to the authority granted to the Director of the~~  
~~6 Senate Business Office by the Senate Majority Leader under these~~  
~~7 rules, the Director of the Senate Business Office shall appoint~~  
~~8 staff to conduct the business of the Senate.~~

9 c) The Director of the Business Office shall be responsible  
10 for the business and financial records of the Senate.

11 d) The Director of the Business Office shall exercise  
12 supervisory care and control of all Senate property not located in  
13 the Capitol and cooperate with the Secretary of the Senate as  
14 identified in Rule 1.118b.

15 e) With the approval of the Senate Majority Leader, the  
16 Director of the Business Office shall purchase all necessary  
17 furniture, carpet, equipment, postage, supplies, and services for  
18 use by the Senate.

19 f) The Director of the Business Office shall install and  
20 maintain any equipment approved for use by the Senate.

21 g) As authorized by the Senate Majority Leader, the Director  
22 of the Business Office may sign papers, forms, documents, and  
23 contracts on behalf of the Senate.

24

#### 25 1.120 DUTIES OF THE SERGEANT AT ARMS

26 a) The Sergeant at Arms shall be the chief security officer of  
27 the Senate. Under the direction of the Senate Majority Leader, the  
28 Director of the Business Office shall supervise and direct the work  
29 of the Sergeant at Arms and Assistant Sergeants at Arms, and may

1 commission the Sergeant at Arms and Assistant Sergeants at Arms,  
2 who meet the certification requirements of this state, as law  
3 enforcement officers with the powers provided under the Legislative  
4 Sergeant at Arms Police Powers Act (see MCL 4.381-4.382).

5 b) The Sergeant at Arms shall attend the Senate during its  
6 sessions and maintain order under the direction of the presiding  
7 officer. The Sergeant at Arms shall execute the commands of the  
8 presiding officer and of the Senate and all processes issued by  
9 authority thereof.

10 c) The Sergeant at Arms shall have general charge, and  
11 maintain order, in the Chamber, gallery, areas immediately outside  
12 the Chamber, and committee rooms of the Senate. The Sergeant at  
13 Arms shall see that all staff and visitors are seated when  
14 appropriate.

15

16 1.121 EXECUTIVE SESSION

17 On a motion made and carried that the Senate go into Executive  
18 Session, the presiding officer shall direct all persons, except  
19 Senators, the Secretary of the Senate, and personnel as authorized  
20 by the Senate, to withdraw. The vote of a majority of the Senators  
21 voting shall be required on a motion for Executive Session, except  
22 for Executive Sessions called under Senate Rule 2.104. During an  
23 Executive Session, the doors shall remain closed and every Senator,  
24 officer, and authorized personnel shall keep confidential all  
25 proceedings and matters enjoined by order of the Senate.

26

27

CHAPTER I - SECTION 2

28

MEMBER RESPONSIBILITIES

29

## 1 1.201 OATH OF OFFICE

2 The oath of office to Senators-elect shall be administered  
3 following the November general election up to and including the  
4 first day of regular session, or as soon thereafter as a Senator-  
5 elect may appear. The oath shall be administered by the Lieutenant  
6 Governor, a Justice of the Supreme Court, a Judge of the Court of  
7 Appeals, **Senate President Pro Tempore**, or the Secretary of the  
8 Senate (see Const. Art. 11, Sec. 1).

9

## 10 1.202 CONTESTED ELECTIONS

11 a) A petition for a recount shall be filed not later than 48  
12 hours following the completion of the canvass of the votes cast at  
13 an election. A copy of the petition shall be given by the  
14 contestant to the Secretary of the Senate (see MCL 168.879). Notice  
15 of receipt of the petitions shall be announced by the Secretary of  
16 the Senate and printed in the Journal.

17 ~~b) Each contestant requesting a recount shall deposit with the~~  
18 ~~Secretary of State, Bureau of Elections, the amount provided by law~~  
19 ~~for each precinct in which he or she has requested a recount (see~~  
20 ~~MCL 168.881).~~

21 b) Upon completion of a recount, the Board of State Canvassers  
22 shall forward a report of the results to the Secretary of the  
23 Senate, and the report shall be announced by the Secretary of the  
24 Senate and printed in the Journal (see MCL 168.879).

25

## 26 1.203 PROCEDURE FOR EXCLUSION

27 a) A Senator-elect shall not be given the oath of office or  
28 seated as a Senator if he or she has been convicted of subversion  
29 or has, within the preceding 20 years been convicted of a felony

1 involving breach of the public trust (see Const. Art. 4, Sec. 7),  
2 or has within the preceding 20 years, been convicted of a felony  
3 involving dishonesty, deceit, fraud, or a breach of public trust  
4 and the conviction was related to the person's official capacity  
5 while the person was holding any elective office or position of  
6 employment in local, state, or federal government (see Const. Art.  
7 11, Sec. 8). Upon finding by a majority vote of the Senators  
8 elected and serving that a Senator-elect has committed an offense  
9 within the provisions of this rule, he or she shall be declared to  
10 be unqualified for membership in the Senate and his or her office  
11 declared vacant.

12 b) Questions arising from challenges to the elections or  
13 returns of Senators shall be decided by a vote of a majority of the  
14 Senators elected and serving. In cases of contested elections or  
15 returns, notice setting forth the grounds of the contest shall be  
16 given by the contestant to the Secretary of the Senate not later  
17 than January 7 following the general election, or not later than 20  
18 days following the special election.

19 c) The Senate, with concurrence of two-thirds of Senators  
20 elected and serving, may expel a member. The reasons for such  
21 expulsion shall be printed in the Journal (see Const. Art. 4, Sec.  
22 16).

23

#### 24 1.204 EXCUSED ABSENCE

25 The Senate may excuse any Senator from attendance for any  
26 stated period, and the excused absence shall be printed in the  
27 Journal. The Senate may revoke an excuse at any time.

28

#### 29 1.205 SENATORS DEEMED PRESENT UNLESS EXCUSED

1           a) A Senator who answers an attendance roll call or who enters  
2 after an attendance roll call and reports his or her presence to  
3 the Secretary of the Senate shall be considered present thereafter  
4 unless an excused absence is granted.

5           b) A Senator may be recognized prior to the invocation and the  
6 attendance roll call only for the purpose of presenting a motion to  
7 adjourn. Should such a motion to adjourn prevail, there shall be no  
8 official invocation and attendance roll call for that day.

9

#### 10 1.206 COMPENSATION FOR SENATORS

11           The compensation of Senators is determined by the State  
12 Officers Compensation Commission, as provided by law. Senators  
13 shall not collect from the Senator's staff account any  
14 compensation, expense allowance, or mileage reimbursement.

15

#### 16 1.207 FACILITIES FOR SENATORS

17           Each Senator shall be entitled to facilities, equipment,  
18 furnishings, and expenses that are necessary to fulfill the duties  
19 of office. The location of facilities and the sufficiency of  
20 equipment, furnishings, and expenses shall be determined through  
21 guidelines established by the Director of the Business Office,  
22 under the direction of the Senate Majority Leader.

23

#### 24 1.208 EXPENSE REIMBURSEMENT

25           Expense reimbursement for travel, lodging, meals, registration  
26 fees, and related items shall be made in accordance with  
27 regulations established by the Director of the Business Office,  
28 under the direction of the Senate Majority Leader. The regulations  
29 shall set forth the guidelines for amounts, methods of payment, and

1 time of payment for such items. When, in the judgment of the Senate  
2 Majority Leader, the regulations need revision, the Senate Majority  
3 Leader may direct the Director of the Business Office to make the  
4 revision upon a 15 day notice to all Senators. The regulations  
5 shall include the following:

6 a) Out-of-state expenses of a Senator, or Senate employee,  
7 shall not be paid by the Senate unless a written request has been  
8 approved by the Senate Majority Leader and filed with the Director  
9 of the Business Office prior to departure.

10 b) A travel request shall state the purpose of the trip, the  
11 relevance of the trip to legislative matters, and an estimate of  
12 the cost.

13 c) The Senator, or Senate employee, shall file a written and  
14 signed post-travel report with the Director of the Business Office  
15 not more than 20 calendar days after returning from travel. These  
16 reports shall be retained by the Director of the Business Office as  
17 required by applicable law and regulation. If a report is not filed  
18 within 20 calendar days after returning from travel, no expenses  
19 will be reimbursed by the Senate, and any Senate funds received in  
20 advance of departure shall be returned in full to the Senate  
21 Business Office. The post-travel report shall include a summary of  
22 the relevant legislative information, material pertinent thereto,  
23 and itemized expenditures.

24 d) An expenditure for travel by a Senator, or Senate employee,  
25 shall not be paid by the Senate unless that expenditure is itemized  
26 and documented with a receipt or other approved documentation.

27 e) Expenses for out-of-state travel by Senators shall be  
28 printed in the Journal on a quarterly basis.

29 f) A Senator, or an employee of a Senator, shall not incur

1 out-of-state travel expenses after the Senator is defeated in a  
2 Senate primary or general election, or upon the failure of the  
3 Senator to file for election while serving the balance of his or  
4 her unexpired term, unless approved by the Senate Majority Leader.

5

## 6 1.209 MAILING

7 a) The mailing or printing at Senate expense of any personal  
8 or campaign material is prohibited.

9 b) A Senator, or committee of the Senate, shall not use state  
10 funds to mail 1,000 or more pieces of substantially similar  
11 material within 30 days before a primary or general election in  
12 which the Senator is a candidate. This rule does not apply if the  
13 mailing is a summary of a ballot proposal that is approved by the  
14 Senate Majority Leader.

15 c) The Senate shall not make payment for a mass mailing sent  
16 outside the district of the Senator making the mailing. In  
17 determining whether a violation of this rule has occurred,  
18 recognition shall be given to established mass mailing techniques.

19 d) The Director of the Business Office, under the direction of  
20 the Senate Majority Leader, shall develop and disseminate  
21 guidelines for printing and mass mailing.

22 e) The cost of pieces mailed by a Senator that were paid for  
23 with Senate funds shall be tabulated and recorded by the Director  
24 of the Business Office.

25

26

## CHAPTER I - SECTION 3

27

## LEGISLATIVE CONDUCT AND ETHICS

28

29 1.301 LEGISLATIVE CONDUCT

1           Each Senator shall conduct himself or herself to justify the  
2 confidence placed in him or her by the people and shall, by  
3 personal example and admonition to colleagues, maintain the  
4 integrity and responsibility of his or her office.

5

6 1.302 ATTENDANCE AND VOTING

7           Every Senator is expected to vote on each roll call vote,  
8 unless absent or prohibited from voting by Rule 1.306. A Senator  
9 who misses a roll call vote may request that a vote intention be  
10 printed in the Senate Journal reflecting how he or she would have  
11 voted.

12

13 1.303 IMPROPER INFLUENCE

14           A Senator shall not accept anything that will influence his or  
15 her official act, decision, or vote.

16

17 1.304 CONFLICTING EMPLOYMENT

18           A Senator shall not allow any personal employment to impair  
19 his or her independence of judgment in the exercise of his or her  
20 official duties.

21

22 1.305 UNDUE INFLUENCE

23           A Senator shall not use his or her influence in any matter  
24 that involves substantial conflict between his or her personal  
25 interest and his or her duties in the public interest.

26

27 1.306 DISCLOSURE AND DISQUALIFICATION

28           A Senator having a personal, private, or professional interest  
29 in a bill or alternative measure, of which he or she has knowledge,

1 shall not vote on the bill or alternative measure and shall  
2 disclose in writing his or her interest in the bill or alternative  
3 measure. A personal, private, or professional interest in a bill or  
4 alternative measure is an interest that would provide a benefit  
5 particular to a Senator or a benefit particular to any individual  
6 or entity to whom the Senator is financially or legally obligated  
7 or is personally related. The disclosure shall be filed with the  
8 Secretary of the Senate to be printed in the Journal immediately  
9 following the record of the vote on the bill or alternative  
10 measure. If a Senator votes on a bill or alternative measure that  
11 might appear at the time of the vote to provide a benefit  
12 particular to that Senator or a benefit particular to any  
13 individual or entity to whom the Senator is financially or legally  
14 obligated or is personally related, a Senator may submit a  
15 statement explaining his or her reasons for voting. The statement  
16 shall be printed in the Journal.

17

## 18 1.307 SEXUAL HARASSMENT

19 Sexual harassment is prohibited and will not be tolerated by  
20 the Senate. The Director of the Business Office shall establish a  
21 policy to implement this rule.

22

## 23 1.308 SENATE EMPLOYEES AND CONFLICTS

24 Senate employees, including those elected by the Senate or  
25 those employees specifically provided for by other Senate rules,  
26 shall be held accountable to the intent of Chapter I, Section 3 of  
27 these rules where applicable. The Director of the Business Office  
28 shall establish policies to implement this rule.

29

## 1 1.309 IMPROPER USE OF STAFF AND FACILITIES

2 a) A Senator shall not convert for personal, business, or  
3 campaign use, unrelated to Senate business, any supplies, services,  
4 **equipment**, facilities, or staff provided by the Senate or State of  
5 Michigan. ~~This includes, but is not limited to, telephones,~~  
6 ~~facsimile machines, computers, postage, and copy machines.~~

7 ~~b) Personal business and incidental campaign calls, when~~  
8 ~~charged to the Senate or State of Michigan, constitute improper use~~  
9 ~~of Senate facilities.~~

10 ~~e) Personal and business calls must be charged to the caller's~~  
11 ~~residence telephone, personal credit card, special billing number,~~  
12 ~~or made from a cellular telephone or pay station. Individuals~~  
13 ~~making unreimbursed personal calls from Senate or State facilities~~  
14 ~~shall be subject to appropriate sanctions.~~

15 ~~d) In situations where it is not possible to utilize any of~~  
16 ~~the methods outlined above to make a personal call, or when other~~  
17 ~~incidental expenses are incurred, the Senate's operating procedure~~  
18 ~~shall allow reimbursement to the Senate or State of Michigan for~~  
19 ~~such calls and expenses.~~

20

## 21 1.310 ADVISORY OPINIONS

22 All questions relating to the interpretation and enforcement  
23 of Chapter I, Section 3 of these rules concerning legislative  
24 conduct and ethics shall be referred to the Committee on Government  
25 Operations. A Senator who has a question regarding legislative  
26 conduct and ethics may submit a factual situation to the Committee  
27 on Government Operations with a request for an advisory opinion  
28 establishing the standard of public duty. The Committee shall  
29 respond to each inquiry. All opinions issued by the committee

1 shall, after a hearing, be numbered, dated, and printed in the  
2 Journal. No opinion shall identify the requesting Senator without  
3 his or her consent.

4

5 1.311 PENALTIES FOR VIOLATION

6 If a Senator is alleged to have violated the provisions of  
7 Chapter I, Section 3 of these rules, the Committee on Government  
8 Operations shall determine if the facts underlying the allegation  
9 are sufficient to merit a hearing. If a hearing is held, the  
10 Senator charged with a violation shall be given notice and an  
11 opportunity to appear at the hearing and be represented by counsel.  
12 The determination and any disciplinary action shall be made and  
13 taken only by a two-thirds vote of the Senators elected and serving  
14 on recommendation of the Committee on Government Operations. A  
15 Senator determined to have violated the provisions of the rules  
16 regulating ethics and conduct may be reprimanded, censured, or  
17 expelled. Any actions undertaken under this section shall be  
18 separate from any prosecutions or penalties otherwise provided by  
19 law.

20

21

CHAPTER I - SECTION 4

22

SENATE EMPLOYEES

23

24 1.401 EMPLOYEES OF EACH SENATOR

25 a) All Senators may appoint necessary staff in accordance with  
26 Senate rules and subject to policies established by the Senate  
27 Majority Leader **and administered by the Director of the Business**  
28 **Office**. These employees shall be directly responsible to the  
29 Senator. A Senator shall not appoint any employee who is related

1 within the first degree of consanguinity or direct affinity to any  
2 Senator elected or serving. A Senator shall not appoint any  
3 employee who is related within the second or third degree of  
4 consanguinity or direct affinity to any Senator elected or serving  
5 without permission of the Senate Majority Leader.

6 b) A person shall not begin employment nor receive any  
7 compensation until a Senator has provided the Senate Business  
8 Office with the necessary information about the employee. The  
9 Director of the Business Office shall establish policies to  
10 implement this rule.

11 c) A Senate employee shall not convert for personal, business,  
12 or campaign use, unrelated to Senate business, any supplies,  
13 services, **equipment**, facilities, or staff provided by the Senate or  
14 State of Michigan. This includes, but is not limited to,  
15 telephones, facsimile machines, computers, postage, and copy  
16 machines.

17 ~~d) Personal business and incidental campaign calls, when~~  
18 ~~charged to the Senate or State of Michigan, constitute improper use~~  
19 ~~of Senate facilities.~~

20 ~~e) Personal and business calls must be charged to the caller's~~  
21 ~~residence telephone, personal credit card, special billing~~  
22 ~~number, or made from a cellular telephone or pay station.~~  
23 ~~Individuals making unreimbursed personal calls from Senate or State~~  
24 ~~facilities shall be subject to appropriate sanctions.~~

25 ~~f) In situations where it is not possible to utilize any of~~  
26 ~~the methods outlined above to make a personal call, or when other~~  
27 ~~incidental expenses are incurred, the Senate's operating procedure~~  
28 ~~shall allow reimbursement to the Senate or State of Michigan for~~  
29 ~~such calls and expenses.~~

1

2 ~~1.402 COMMITTEE CLERKS~~

3 ~~Clerks for standing committees shall serve under the direction~~  
4 ~~of the Secretary of the Senate. The person designated as committee~~  
5 ~~clerk must perform all duties established by the State Constitution~~  
6 ~~and Senate rules and must attend committee clerk training sessions~~  
7 ~~provided by the Secretary of the Senate. The Secretary of the~~  
8 ~~Senate may appoint additional committee personnel if needed as~~  
9 ~~authorized by the Senate Majority Leader. The Senate Majority~~  
10 ~~Leader may authorize joint utilization of personnel with the House~~  
11 ~~of Representatives and may authorize the Senate to share in the~~  
12 ~~cost.~~

13

## 14 1.4023 EMPLOYEE APPOINTMENT

15 The Senate Majority Leader shall appoint employees as  
16 necessary for the work of the Senate. The Senate Majority Leader  
17 shall appoint minority staff employees from a list submitted by the  
18 Senate Minority Leader.

19

## 20 1.4034 EMPLOYEE COMPENSATION

21 a) Compensation for Senate employees shall be established by  
22 each Senator within the limits of the budget guidelines in  
23 accordance with Senate rules and subject to policies issued by the  
24 Director of the Business Office, under the direction of the Senate  
25 Majority Leader.

26 b) The Senate general fund shall provide benefit packages for  
27 the staff of each majority and minority Senator in accordance with  
28 policies established by the Senate Majority Leader **and administered**  
29 **by the Director of the Business Office.**

1

2 1.40~~45~~ EMPLOYEES AS CANDIDATES

3 Any Senate employee or any officer of the Senate who files a  
4 nominating petition, pays a fee for ballot access, files an  
5 affidavit of candidacy, or campaigns for the employee's or  
6 officer's election to a full-time office, shall resign, or, subject  
7 to approval of the Senate Majority Leader, be placed on an unpaid  
8 leave of absence. This rule shall not be construed as having any  
9 application to the Lieutenant Governor or any Senator.

10

11 1.40~~56~~ EMPLOYMENT ACTIONS AT WILL OF THE MAJORITY LEADER

12 Except as otherwise provided in these rules, the Senate  
13 Majority Leader, or the Senate Majority Leader's designee, shall  
14 appoint all employees of the Senate. Unless otherwise provided by  
15 law, the compensation for all employees and officers of the Senate  
16 shall be fixed by the Senate Majority Leader, or the Senate  
17 Majority Leader's designee. All employees of the Senate shall  
18 maintain a status as non-tenured, at-will employees. All employees  
19 of the Senate work at the pleasure of the Senate Majority Leader,  
20 or the Senate Majority Leader's designee, shall be subject to the  
21 Senate Majority Leader's, or the Senate Majority Leader's  
22 designee's, orders, and may be transferred to a different position,  
23 demoted, suspended, or summarily removed by the Senate Majority  
24 Leader, or the Senate Majority Leader's designee.

25

26

## CHAPTER II - SECTION 1

27

## COMMITTEE ORGANIZATION

28

## 29 2.101 AUTHORIZATION FOR STANDING COMMITTEES

1           a) Permanent standing committees and commissions of or  
2 appointed by the Senate, when created by rule of the Senate, shall  
3 exist and function both during and between sessions (see MCL  
4 4.221). Permanent standing committees and commissions of or  
5 appointed by the Senate may by resolution perform and exercise such  
6 powers and authority in the interim between sessions as shall be  
7 delegated to such committees or commissions in the resolutions.

8           b) The Senate Majority Leader may, from time to time,  
9 establish subcommittees of permanent standing committees of the  
10 Senate. Such subcommittees shall include at least one majority  
11 party member and one minority party member who are members of that  
12 standing committee and shall have at least one more majority party  
13 member than minority party member.

14

#### 15 2.102 POWERS AND RESPONSIBILITIES OF COMMITTEES

16           a) Any Senator, while acting as a member of a committee, shall  
17 have authority to administer oaths to such persons as shall be  
18 examined before the committee of which he or she is a member (see  
19 MCL 4.85).

20           b) Any committee may, by resolution of the Senate, be  
21 authorized to administer oaths, issue subpoenas, and examine books,  
22 records, and files (see MCL 4.101 and MCL 4.541).

23           c) Any witness, or attorney representing a witness, may be  
24 punished for contempt by the Legislature (see MCL 4.82 and 4.101),  
25 under either of the following circumstances:

26           1) During a committee investigation and pursuant to a  
27 committee subpoena, he or she:

28           A) Refuses to be sworn or testify,

29           B) Fails on demand to produce any papers, books, or documents

1 regarding any matter under investigation, or

2 C) Otherwise neglects or refuses to obey the committee  
3 subpoena.

4 2) He or she is guilty of deliberately interfering with the  
5 duties and powers of the Legislature while in attendance at a  
6 committee hearing.

7 d) Contempt of the Legislature shall be punishable as provided  
8 by law (see MCL 4.82 and 4.83).

9

10 2.103 STANDING COMMITTEES

11 The standing committees of the Senate shall be:

12 ~~Advice and Consent (4 members)~~

13 ~~Agriculture (5 members)~~

14 Appropriations (~~18~~ **19** members)

15 **Civil Rights, Judiciary, and Public Safety (7 members)**

16 Economic and ~~Small Business~~ **Community** Development (~~9~~ **10**  
17 members)

18 Education and ~~Career Readiness~~ (~~6~~ **7** members)

19 Elections **and Ethics** (~~4~~ **8** members)

20 Energy and ~~Technology~~ **Environment** (~~12~~ **14** members)

21 ~~Environmental Quality (7 members)~~

22 ~~Families, Seniors, and Veterans (7 members)~~

23 Finance, **Insurance, and Consumer Protection** (~~7~~ **8** members)

24 Government Operations (5 members)

25 Health Policy and ~~Human Services~~ (10 members)

26 **Housing and Human Services (11 members)**

27 ~~Insurance and Banking (9 members)~~

28 ~~Judiciary and Public Safety (7 members)~~

29 **Labor (4 members)**

- 1 Local Government (~~5~~ 7 members)
- 2 Natural Resources **and Agriculture** (~~5~~ 7 members)
- 3 Oversight (4 6 members)
- 4 Regulatory Reform **Affairs** (~~9~~ 10 members)
- 5 Transportation and Infrastructure (~~9~~ 11 members)
- 6 **Veterans and Emergency Services (4 members)**
- 7 Statutory standing committees:
- 8 Administrative Rules (5 members) (see MCL 24.235)
- 9 Legislative Council (6 members and 3 alternates) (see MCL
- 10 4.1103)
- 11 Legislative Retirement Board of Trustees (2 members) (see MCL
- 12 38.1026)
- 13 Library of Michigan Board of Trustees (~~1~~ 2 members) (see MCL
- 14 397.14)
- 15 Michigan Commission on Uniform State Laws (2 members) (see MCL
- 16 4.1301)
- 17 Michigan Council on Future Mobility (2 members) (see MCL
- 18 257.665)
- 19 Michigan Law Revision Commission (2 members) (see MCL 4.1401)
- 20 Senate Fiscal Agency Board of Governors (5 members) (see MCL
- 21 4.1501)
- 22
- 23 2.104 COMMITTEE ON ~~ADVICE AND CONSENT~~ **GOVERNMENT OPERATIONS**
- 24 a) Except as otherwise provided by Senate rule, all executive
- 25 business shall be referred to the Committee on Government
- 26 Operations.
- 27 b) Executive orders issued by the Governor, except those
- 28 dealing with matters of appropriations or expenditure reductions,
- 29 shall be referred to the Committee on Government Operations. Any

1 executive order dealing with matters of executive reorganization  
2 may be disapproved by a resolution concurred in by a majority of  
3 members elected to and serving in each house within 60 calendar  
4 days after receipt at a regular session, or a full regular session  
5 if of shorter duration. Unless disapproved within that time, the  
6 executive order shall become effective at a date thereafter to be  
7 designated by the Governor (see Const. Art. 5, Sec. 2).

8 c) Executive orders dealing with matters of appropriations or  
9 expenditure reductions shall be referred to the Committee on  
10 Appropriations (see MCL 18.1391).

11 d) The Committee on Oversight shall receive for review all  
12 reports issued by the Auditor General. ~~Upon written notice to the~~  
13 ~~Secretary of the Senate, the chairperson of the Committee on~~  
14 ~~Oversight (or a vote by committee if you prefer) may request a~~  
15 ~~Senate standing committee to hold hearings and make written~~  
16 ~~recommendations to the Committee on Oversight on any audit report~~  
17 ~~referred to the Committee on Oversight. The Senate standing~~  
18 ~~committee may adopt by a committee vote a recommendation to the~~  
19 ~~Committee on Oversight.~~

20 e) Upon written notice to the Secretary of the Senate, the  
21 chairperson of the Committee on Government Operations may request a  
22 Senate standing committee to hold hearings and make written  
23 recommendations to the Committee on Government Operations on any  
24 executive business referred to the Committee on Government  
25 Operations. The Senate standing committee may adopt by a committee  
26 vote a recommendation to the Committee on Government Operations.

27 ~~a~~**f)** All appointments to office submitted by the Governor to  
28 the Senate shall be referred to the Committee on ~~Advice and Consent~~  
29 **Government Operations**. Effective upon written notification to the

1 Secretary of the Senate, the chairperson of the Committee on ~~Advice~~  
2 ~~and Consent~~ **Government Operations** may request a Senate standing  
3 committee to hold hearings and make written recommendations to the  
4 Committee on ~~Advice and Consent~~ **Government Operations** on a  
5 gubernatorial appointment. The Senate standing committee may adopt  
6 by committee vote a recommendation to the Committee on ~~Advice and~~  
7 ~~Consent~~ **Government Operations**.

8 1) No appointment shall be voted upon until it has been  
9 printed in the Journal.

10 2) On all appointments to office reported favorably or without  
11 recommendation by the Committee on ~~Advice and Consent~~ **Government**  
12 **Operations**, the question before the Senate shall be on advising and  
13 consenting to the appointment. On all appointments reported  
14 unfavorably, the question shall be on the disapproval of the  
15 appointment.

16 3) The vote of a majority of the Senators elected and serving  
17 by record roll call vote shall be required to approve or disapprove  
18 any appointment to office submitted by the Governor. Any  
19 appointments considered by the Senate shall be in open session,  
20 unless a majority of the Senators elected and serving shall vote in  
21 favor of an Executive Session.

22 4) Any appointment not disapproved within 60 session days  
23 after receipt shall stand confirmed (see Const. Art. 5, sec. 6).

24 ~~bg~~) If an appointment is made at a time when the 60 days would  
25 lapse during an extended recess of the Senate, the Senate Majority  
26 Leader may schedule a session of the Senate for the sole purpose of  
27 carrying out the Senate's constitutional duties to advise and  
28 consent on gubernatorial appointments. The Senate Majority Leader  
29 shall notify the Secretary of the Senate at least 10 calendar days

1 prior to the date of the scheduled session. The Secretary of the  
2 Senate shall take all reasonable steps to notify the members of the  
3 Senate of the scheduled session.

4

5 ~~2.105 COMMITTEE ON GOVERNMENT OPERATIONS~~

6

7 2.105~~6~~ COMMITTEE CHAIRPERSONS AND TEMPORARY MEMBERS

8 a) The first named member of any committee shall be the  
9 chairperson, the second named member shall be the majority vice  
10 chairperson, and the remaining members of the committee shall rank  
11 in the order in which they are named. The first named member of the  
12 minority party shall be the minority vice chairperson. In the  
13 temporary absence of the chairperson and majority vice chairperson,  
14 the highest ranking member in attendance shall act as chairperson.

15 b) In the apparent prolonged absence of a member of a  
16 committee, the Senate Majority Leader shall fill the vacancy by  
17 appointing a committee member who shall serve until the absent  
18 Senator returns. A temporary committee member shall not be  
19 appointed chairperson of the committee by the Senate Majority  
20 Leader.

21

22 2.106~~7~~ CALLING OF A COMMITTEE

23 It shall be the duty of any committee to meet at the call of  
24 the chairperson, or on the written request of a majority of the  
25 members of the committee. The call or request must contain the  
26 date, time, and place of the meeting. No committee of any status  
27 shall sit during a session of the Senate, except during recess,  
28 unless leave is granted by the Senate. No committee shall use the  
29 Senate Chamber for a meeting during any regular or special session

1 of the Legislature.

2

3 2.107~~8~~ NOTICE OF MEETINGS

4 a) A committee may hold a meeting on any bill, resolution,  
 5 joint resolution, or alternative measure referred to the committee  
 6 and on any issue relevant to the subject matter of the committee.  
 7 Notice of the meeting, including the subject, date, time, and  
 8 place, shall be given in writing to the Secretary of the Senate who  
 9 shall print it in the Journal and on the Senate calendar and post  
 10 it where appropriate (see Const. Art. 4, Sec. 17). Oral  
 11 announcement regarding a meeting may be given to the Senate during  
 12 a session by the chairperson, or a member of the committee holding  
 13 the meeting.

14 b) Notice of all committee meetings shall comply with the  
 15 Michigan Open Meetings Act (see MCL 15.261-15.275).

16

17 2.108~~9~~ COMMITTEE STAFFING

18 ~~In addition to staff as provided in Rule 1.402, Clerks for~~  
 19 **standing committees shall serve under the direction of the**  
 20 **Secretary of the Senate. The committee clerk must perform all**  
 21 **duties established by the State Constitution and Senate rules and**  
 22 **must attend committee clerk training sessions provided by the**  
 23 **Secretary of the Senate.** The Secretary of the Senate may appoint  
 24 additional committee personnel as authorized by the Senate Majority  
 25 Leader. The Senate Majority Leader may authorize joint utilization  
 26 of personnel with the House of Representatives and may authorize  
 27 the Senate to share in the cost.

28

29 2.109~~10~~ COMMITTEE EXPENSES

1           No committee may receive reimbursement for expenses unless  
2 authorized by the Senate Majority Leader. A report of committee  
3 expenses, prepared by the chairperson and the Director of the  
4 Business Office from the documents on file in the Senate Business  
5 Office and approved by the chairperson, shall be filed quarterly  
6 with the Director of the Business Office. The report shall include  
7 the date, payee, amount, and purpose of the expenditure. The  
8 Director of the Business Office shall notify the Secretary of the  
9 Senate, for printing in the Journal, that the expense report is on  
10 file and open for public inspection.

11

12

## CHAPTER II - SECTION 2

13

## COMMITTEE PROCEDURE

14

## 15 2.201 COMMITTEE QUORUM

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24

## 2.202 COMMITTEE RECORDS

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26

27

28

29

a) Each committee clerk shall keep a record of the assigned committee proceedings, including the date and time of each meeting, the committee members present and absent, and all action on bills, resolutions, joint resolutions, and alternative measures in the committee with the names and votes of members (see Const. Art. 4,

1 Sec. 17). A member of the committee wishing to explain his or her  
2 vote may file a written explanation with the clerk of the committee  
3 within two legislative days after the vote is taken, which  
4 explanation shall be attached to the minutes. All minutes shall be  
5 available for public inspection during reasonable business hours.  
6 The committee record of its proceedings shall be transmitted  
7 biennially to the Secretary of the Senate within 30 days of the  
8 final adjournment of the Legislature. The Secretary of the Senate  
9 shall be responsible for the storage of the committee minutes and  
10 records of its proceedings, which shall be available for public  
11 inspection upon request to the Secretary of the Senate.

12 b) The committee clerk of each committee shall keep the  
13 committee files, recordings, ~~tapes,~~ **records**, memoranda, or written  
14 documents in storage cabinets separate from his or her other  
15 records according to the guidelines issued by the Secretary of the  
16 Senate.

17

#### 18 2.203 COMMITTEE REPORTS

19 a) All committees shall file a report of their activities  
20 following each meeting. All reports shall be submitted on a form  
21 prescribed and furnished by the Secretary of the Senate. The  
22 reports shall include the date, time, and place of the committee  
23 meeting, the members in attendance, the vote of each committee  
24 member on any bill, resolution, joint resolution, alternative  
25 measure, or other business, and the committee's recommendation on  
26 immediate effect for any bill and shall be submitted to the  
27 Secretary of the Senate. The committee recommendation for immediate  
28 effect shall be considered on House bills at the time of Senate  
29 passage and on Senate bills upon their return from the House unless

1 the Senate has previously given the bill immediate effect. All  
2 committees shall submit an attendance report to the Secretary of  
3 the Senate within two Senate legislative days of the committee  
4 meeting. The Secretary of the Senate shall print all committee  
5 reports and attendance reports in the Journal.

6 b) Except for a committee report recommending a substitute,  
7 any bill, resolution, joint resolution, alternative measure, or  
8 other business reported out of any committee shall be filed with  
9 the Secretary of the Senate as soon as possible and not later than  
10 4:00 p.m. on the next calendar day (excluding weekends and  
11 holidays). A committee report recommending a substitute shall be  
12 filed not later than 4:00 p.m. on the second calendar day  
13 (excluding weekends and holidays). The Secretary of the Senate  
14 shall have the authority to retrieve any report not filed by these  
15 deadlines.

16 c) If a bill, resolution, joint resolution, alternative  
17 measure, or other business is reported to the Senate with a  
18 recommendation that it be referred to a second committee, the  
19 reported bill, joint resolution, alternative measure, or other  
20 business, and any amendments, shall be referred to that committee  
21 in accordance with Senate Rule 3.106.

22 d) All business not reported by a committee shall be archived  
23 in accordance with the Secretary of the Senate guidelines at the  
24 conclusion of each biennium.

25

#### 26 2.204 ITEMS REPORTED WITHOUT RECOMMENDATION

27 All items reported without recommendation, with or without  
28 amendments, by any committee shall lie on the table unless  
29 otherwise ordered by the Senate. To take from the table any item

1 placed on the table in this manner shall require the vote of a  
2 majority of the Senators elected and serving.

3

4 2.205 MANUAL OF COMMITTEE PROCEDURE

5 The rules of parliamentary law and practice in the most recent  
6 edition of Mason's "Manual of Legislative Procedure" shall govern  
7 committee procedure in all cases except when those rules are  
8 inconsistent with the standing rules and published precedents of  
9 the Senate and its committees.

10

11 2.206 COMMITTEE TELEVISIONING, WEBCASTING, AND CONDUCT

12 a) The Senate may ~~tape~~ **record**, televise live, or webcast  
13 Senate committee meetings.

14 b) No person shall engage in any conduct during a Senate  
15 committee meeting that undermines the decorum of the meeting. All  
16 individual electronic devices during a committee meeting shall be  
17 turned off or left on non-audible alert.

18

19 CHAPTER III - SECTION 1

20 ORDER OF BUSINESS

21

22 3.101 TIME OF SESSION

23 The Senate shall convene at 10:00 a.m. Tuesday through  
24 Thursday except on state holidays, unless otherwise ordered by the  
25 Senate.

26

27 3.102 ORDER OF BUSINESS

28 Unless otherwise ordered by the Senate, the order of business  
29 of the Senate shall be as follows:

- 1           1. Call to Order
- 2           2. Invocation
- 3           3. Pledge of Allegiance
- 4           4. Attendance Roll Call
- 5           5. Motions and Communications
- 6           6. Messages from the Governor
- 7           7. Messages from the House
- 8           8. Conference Reports
- 9           9. Third Reading of Bills
- 10          10. General Orders
- 11          11. Resolutions
- 12          12. Introduction and Referral of Bills
- 13          13. Statements
- 14          14. Adjournment

15

## 16   3.103 CHANGE OF ORDER OF BUSINESS

17           The Senate may change, bypass, or return to any order of  
18 business at any time by the consent of a majority of those voting.

19

## 20   3.104 QUORUM OF THE SENATE

21           a) A majority of Senators elected and serving shall constitute  
22 a quorum (see Const. Art. 4, Sec. 14).

23           b) Routine business on which no vote of the Senate is required  
24 may be disposed of on any day, with or without a quorum present,  
25 and proper entries shall be printed in the Journal. For purposes of  
26 this rule, "routine business" includes referral of appointments to  
27 office submitted by the Governor, referral of executive business  
28 not including veto messages, introduction and referral of bills,  
29 and announcement of enrollment printing.

1           c) In the absence of a quorum, a motion is in order to order a  
2 Call of the Senate, recess, or adjourn.

3

4 3.105 COMMUNICATIONS TO THE SENATE

5           The Secretary of the Senate shall compile official  
6 communications received by the Senate and shall make them available  
7 to all Senators. The presiding officer shall refer all  
8 communications that are informational only to the Secretary of the  
9 Senate for printing in the Journal.

10

11 3.106 COMMITTEE REPORTS ON THE CALENDAR

12           a) All committee reports in the possession of the Secretary of  
13 the Senate shall be placed on the Senate calendar under the heading  
14 of Committee Reports. The Senate calendar shall be closed for  
15 printing at 4:00 p.m. on Tuesday, Wednesday, and Thursday. If a  
16 Senate committee is scheduled to meet on a Friday, Saturday, or  
17 Sunday, the Senate calendar for a Tuesday session shall be closed  
18 for printing at 9:30 a.m. on Monday; however if Monday is a state  
19 holiday, the committee report may be placed on the next Senate  
20 calendar following the 4:00 p.m. deadline on Tuesday.

21           b) A Senator may object to a committee report on the basis of  
22 its sufficiency or proper authorization. The presiding officer  
23 shall place the objection before the Senate for its decision.

24           c) All committee reports shall be laid over one day. After one  
25 session day a committee report shall be considered accepted and the  
26 item shall be referred as appropriate.

27

28 ~~3.107 RESOLUTION CONSENT CALENDAR~~

29           ~~a) The Senate Majority Floor Leader and the Senate Minority~~

1 ~~Floor Leader, or their member designees, shall jointly compile a~~  
2 ~~list known as the resolution consent calendar. It shall consist of~~  
3 ~~Senate resolutions, Senate concurrent resolutions, and House~~  
4 ~~concurrent resolutions that do not require committee referral and~~  
5 ~~consideration, the adoption of which may be accomplished by a~~  
6 ~~majority of Senators voting. Resolutions that are subject to the~~  
7 ~~voting requirements of Senate Rule 3.501, or governed by a voting~~  
8 ~~requirement in statute, shall not be placed on the resolution~~  
9 ~~consent calendar.~~

10 ~~b) Matters on the resolution consent calendar shall be~~  
11 ~~disposed of in a single vote. Before stating the question of~~  
12 ~~adoption of the consent calendar, the presiding officer shall ask~~  
13 ~~if there are objections. The objection of any Senator to the~~  
14 ~~placement of one or more items on the resolution consent calendar~~  
15 ~~shall result in the removal of the stated item or items from that~~  
16 ~~calendar. Any items removed from the resolution consent calendar~~  
17 ~~may be considered under the order of Resolutions.~~

18

19

## CHAPTER III - SECTION 2

20

## INTRODUCTION OF BILLS

21

## 22 3.201 FIVE DAYS' POSSESSION

23

24

25

26

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29

3.202 BILLS, RESOLUTIONS, AND ALTERNATIVE MEASURES AMENDED BY THE  
HOUSE

1 All bills, joint resolutions, concurrent resolutions, and  
2 alternative measures returned by the House with amendments shall be  
3 laid over one day. Consideration of bills, joint resolutions, and  
4 alternative measures shall be resumed the following day under the  
5 same order of business. Consideration of concurrent resolutions  
6 shall be resumed the following day under the order of Resolutions.

7

8 3.203 REFERRAL OF BILLS, JOINT RESOLUTIONS, AND ALTERNATIVE  
9 MEASURES

10 a) The Senate Majority Leader shall refer all bills, joint  
11 resolutions, and alternative measures to a standing committee no  
12 later than one Senate legislative day after being submitted to the  
13 Secretary of the Senate. The presiding officer shall announce the  
14 referral of all bills, joint resolutions, and alternative measures.

15 b) A bill introduced pursuant to the timely filing of a notice  
16 of objection by the Joint Committee on Administrative Rules to a  
17 proposed administrative rule shall be read twice and placed on the  
18 Senate calendar under the order of business of General Orders (see  
19 MCL 24.245a).

20 c) The Senate Majority Leader may change the original referral  
21 of a bill, resolution, joint resolution or alternative measure by  
22 oral notice to the Senate or written communication submitted to the  
23 Secretary of the Senate before the end of session on the next  
24 Senate legislative day following the day of the original referral.  
25 Notices of the written communication shall be announced by the  
26 Secretary of the Senate during session and both oral and written  
27 notifications shall be printed in the Journal.

28 d) It shall be in order at any time before the final passage  
29 of any bill or the adoption of any joint resolution or alternative

1 measure to move its commitment or recommitment to committee.

2 e) The vote of a majority of the Senators elected and serving  
3 shall be required to discharge a committee from further  
4 consideration of any item referred to that committee.

5

6 3.204 RESOLUTIONS

7 a) All resolutions to be introduced shall be submitted to the  
8 Secretary of the Senate, accompanied by three true copies. Only a  
9 currently serving Senator may sign a resolution for introduction.  
10 Except as otherwise provided by Senate rule, resolutions shall be  
11 read once by title to the Senate and referred to the Committee on  
12 Government Operations. Once submitted to the Secretary of the  
13 Senate, resolutions become the property of the Senate and shall  
14 remain in the possession of the Secretary of the Senate. Concurrent  
15 resolutions shall be transmitted to the House on adoption.

16 b) Once a resolution is submitted to the Secretary of the  
17 Senate, the President of the Senate and any Senator wishing to co-  
18 sponsor the resolution shall complete a form provided by the  
19 Secretary of the Senate. While a resolution is in possession of the  
20 Senate, the President or a Senator may request that, for purposes  
21 of co-sponsorship, their name be removed or added to the resolution  
22 with a letter or request (see 3.507a). After adoption of a Senate  
23 resolution, the presiding officer may, upon a proper motion, open  
24 the voting board to allow Senators to add their names as co-  
25 sponsors.

26 c) After a Senate concurrent resolution has been adopted by  
27 both houses and is returned to the Senate, the Secretary of the  
28 Senate is authorized to order the printing of the concurrent  
29 resolution unless amended by the House or otherwise directed by the

1 Senate.

2

3 3.205 PRINTING

4 All bills, joint resolutions, and alternative measures shall  
5 be printed or reproduced after introduction unless otherwise  
6 ordered by the Senate. No bill, joint resolution, or alternative  
7 measure shall be reported from a standing committee until it has  
8 been printed or reproduced.

9

10 3.206 TITLE OF BILLS AND ALTERNATIVE MEASURES

11 The title of a bill or alternative measure shall include (a)  
12 the object of the bill or alternative measure and (b) a reference  
13 to the act, sections, and compilation numbers when amending any act  
14 that has been compiled.

15

16 3.207 THREE SEPARATE READINGS

17 Every bill, joint resolution, and alternative measure shall  
18 receive three separate readings prior to final passage or adoption.  
19 The presiding officer shall announce the first, second, and third  
20 reading of the bill, joint resolution, or alternative measure. The  
21 first and second readings may be by title only. The third reading  
22 of a bill, joint resolution, or alternative measure shall be in  
23 full unless otherwise ordered unanimously by the Senate. The third  
24 reading of a bill, joint resolution, or alternative measure shall  
25 be on a day subsequent to that on which it is read a second time or  
26 is reported by the Committee of the Whole (see Const. Art. 4, Sec.  
27 26).

28

29 3.208 INITIATIVE PETITIONS

1           a) The Secretary of the Senate shall stamp all initiative  
2 petitions received by it from the Secretary of State to verify the  
3 date and time of receipt by the Secretary of the Senate. The  
4 Secretary of the Senate shall deliver the initiative petition to  
5 the Senate Majority Leader to be available for referral to  
6 committee on the next Senate legislative day (see Const. Art. 2,  
7 Sec. 9).

8           b) Each initiative petition, when introduced, shall be read a  
9 first and second time by title and referred to committee. When  
10 reported out of committee, each initiative petition shall be placed  
11 on the order of Third Reading of Bills.

12           c) Any law proposed by initiative petition shall be either  
13 enacted or rejected by the Legislature without change or amendment  
14 within 40 calendar days from the time such petition is received in  
15 the office of the Secretary of the Senate (see Const. Art. 2, Sec.  
16 9).

17           d) If the Senate rejects a law proposed by initiative  
18 petition, the Senate may propose a different ("alternative")  
19 measure upon the same subject. An alternative measure shall be  
20 labeled "Alternative Measure No. \_\_\_ to a law proposed by  
21 initiative petition". An alternative measure shall not be  
22 considered for a second reading unless a law proposed by initiative  
23 petition has been rejected by a house. An alternative measure shall  
24 require a majority vote of Senators elected and serving for  
25 adoption, and the vote shall be by record roll call. If the  
26 alternative measure is adopted by both Houses of the Legislature,  
27 both measures shall be submitted to the electors for approval or  
28 rejection at the next general election (see Const. Art. 2, Sec. 9).

29

## CHAPTER III - SECTION 3

## MOTIONS

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2  
3

## 3.301 RECOGNITION

4           The presiding officer shall recognize Senators to speak in the  
5 order in which they request to speak, except when a Senator seeks  
6 recognition to introduce guests or to raise a point of order. A  
7 Senator, when recognized, shall address the presiding officer,  
8 standing at the microphone nearest to his or her desk.  
9

10

## 3.302 PRECEDENCE OF MOTIONS

11           The following motions shall take precedence in the order  
12 listed:  
13

- 14           1. To fix the time to which to adjourn
- 15           2. To adjourn
- 16           3. To take a recess
- 17           4. To lay on the table
- 18           5. For the previous question
- 19           6. To postpone to a day certain
- 20           7. To commit or recommit to committee
- 21           8. To amend
- 22           9. To postpone indefinitely

23

## 3.303 MOTION IN WRITING

24           The presiding officer shall allow for debate on any debatable  
25 motion currently before the Senate. A motion shall be reduced to  
26 writing on the demand of the presiding officer or on the request of  
27 any Senator. The written motion shall be presented to the Secretary  
28 of the Senate and read before it is debated.  
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3.304 MOTION WITHDRAWAL

Any motion may be withdrawn by the movant before it is amended or adopted.

3.305 NONDEBATABLE MOTIONS

a) A motion to adjourn, to recess, to reconsider, to lay on the table, for the previous question, to suspend the rules, and all questions relating to the priority of business shall be decided without debate.

b) A nondebatable motion is not in order if the movant speaks immediately before offering the motion, except a member may explain an amendment and then move to withdraw it from consideration.

3.306 CONSIDERATION FOLLOWING A RECESS

When a recess is taken during the pendency of any question, the consideration of the question shall be resumed on the reassembling of the Senate.

3.307 MOTION TO LAY ON THE TABLE

A motion to lay on the table shall carry with it all pending subsidiary questions except in the case of laying an appeal or a motion to reconsider on the table. A motion taken from the table shall be divested of all subsidiary motions except motions to amend. The vote of a majority of the Senators elected and serving shall be required for a motion to remove any item from the table. Items laid on the table must first be removed from the table before they are eligible for further consideration by the Senate.

1 3.308 MOVE THE PREVIOUS QUESTION

2 a) Any Senator may move the previous question. The previous  
3 question shall be ordered by a majority of the Senators voting. The  
4 motion for the previous question may be limited by the movant to  
5 one or more of the questions preceding the main question. The  
6 effect of ordering the previous question shall be to close debate  
7 instantly, bringing the Senate to an immediate vote on the pending  
8 question or questions in their regular order. If the previous  
9 question is ordered on the third reading of a bill, joint  
10 resolution, or alternative measure, only amendments to the bill,  
11 joint resolution, or alternative measure that have been filed with  
12 the Secretary of the Senate prior to the motion calling for the  
13 previous question shall be considered, but the amendments shall not  
14 be debated. The yeas and nays may be demanded on any vote taken  
15 while the previous question is in effect

16 b) A motion to reconsider is in order under operation of the  
17 previous question before voting is completed on all pending items  
18 affected by the previous question.

19 c) A motion for a Call of the Senate shall not be in order  
20 after the previous question has been ordered. No Senator shall  
21 dissent orally by making a statement of protest while the previous  
22 question is in effect. The previous question having been ordered,  
23 any question of order or appeal from the decision of the presiding  
24 officer shall be decided without debate.

25

26 3.309 MOTION TO DIVIDE

27 Any Senator may call for a division of the question. If  
28 supported by a majority of the Senators voting, the question shall  
29 be divided providing it contains propositions sufficiently distinct

1 in substance that, if one is taken away, a substantive proposition  
2 remains for the decision of the Senate.

3

4 3.310 MOTION TO STRIKE OUT AND INSERT

5 A motion to amend by striking out and inserting other words  
6 shall be indivisible. However, the words proposed to be struck out  
7 or inserted may be amended.

8

9 3.311 MOTION TO RECONSIDER

10 a) No motion for the reconsideration of any vote shall be in  
11 order unless:

12 1) The subject matter on which the vote was taken is in the  
13 possession of the Senate, and

14 2) It is made on the same day the vote is taken or within the  
15 next two Senate legislative days.

16 b) The same question shall not be reconsidered more than once.

17 c) The vote of a majority of the Senators elected and serving  
18 shall be required to reconsider the vote by which any bill, joint  
19 resolution, or alternative measure was passed or adopted (or failed  
20 to pass or be adopted) or the vote by which an amendment or  
21 substitute (but not an amendment to an amendment or a substitute)  
22 was adopted or defeated on Third Reading by the Senate.

23 d) A motion to reconsider may be laid on the table. The  
24 tabling of a motion to reconsider the vote by which any bill, joint  
25 resolution, or alternative measure failed to pass or be adopted by  
26 the Senate shall require the vote of a majority of the Senators  
27 elected and serving and shall postpone indefinitely the  
28 consideration of the bill, joint resolution, or alternative  
29 measure.

1 e) Tabling of a motion to reconsider shall not carry with it  
2 the original question but shall be a refusal to reconsider. It  
3 shall not be in order to take from the table a motion to  
4 reconsider, nor shall the vote whereby any motion to reconsider was  
5 laid on the table be reconsidered.

6

7 3.312 INDEFINITE POSTPONEMENT

8 To postpone indefinitely further consideration of any bill,  
9 resolution, joint resolution, alternative measure, or other matter  
10 shall require the vote of a majority of the Senators elected and  
11 serving, and the vote on such a motion shall not be reconsidered.

12

13 3.313 MOTION FOR CALL OF THE SENATE

14 A Call of the Senate during session shall be ordered by a  
15 majority of the Senators voting whether a quorum or not, but the  
16 total vote in favor of a Call of the Senate shall not be less than  
17 one-fifth of the Senators elected and serving. After a Call of the  
18 Senate is ordered, the doors shall be closed and the Senators shall  
19 not be permitted to leave the Senate floor without permission of  
20 the Senate. The attendance roll call of the Senate shall be taken  
21 by the Secretary of the Senate and the absentees noted. The  
22 Sergeant at Arms, or persons duly empowered by a majority of the  
23 Senators voting, may be dispatched and may arrest any or all of the  
24 Senators absent without leave. While a Call of the Senate is in  
25 effect, only staff permitted by the Senate Majority Leader are  
26 allowed on the Senate floor; provided, however, the chief of staff,  
27 legal counsel, and legislative director for the Senate Majority  
28 Leader and the Senate Minority Leader and one staff person for each  
29 of the Majority and Minority Floor Leaders may remain on the Senate

1 floor while a Call of the Senate is in effect.

2

3

CHAPTER III - SECTION 4

4

AMENDMENTS

5

6 3.401 TWO READINGS BEFORE AMENDMENT

7 No bill, joint resolution, or alternative measure shall be  
8 amended until it has been read twice.

9

10 3.402 AMENDMENTS ON THIRD READING

11 a) The vote of a majority of the Senators elected and serving  
12 shall be required to adopt any amendment on Third Reading.

13 b) If a series of amendments is offered to a bill, joint  
14 resolution, or alternative measure and it becomes obvious the  
15 amendments are being used as a basis of obstruction, a motion may  
16 be made that the amendments be declared obstructive and the motion  
17 shall not be debatable. If the motion prevails, the amendments  
18 shall be read en bloc and a single vote shall be taken immediately  
19 on all of the amendments, and no division of the question shall be  
20 allowed.

21

22 3.403 PRINTING OF AMENDMENTS IN THE JOURNAL

23 a) No bill, joint resolution, or alternative measure that has  
24 been reported with amendment or amendments by any committee shall  
25 be considered in the Committee of the Whole until the amendment or  
26 amendments have been printed in the Journal. No bill, joint  
27 resolution, or alternative measure amended in the Committee of the  
28 Whole shall be considered on the order of Third Reading of Bills  
29 until all amendments made in the Committee of the Whole have been

1 printed in the Journal.

2 b) All amendments shall be submitted in writing and with six  
3 copies and all substitutes shall be submitted with six copies.

4

5

CHAPTER III - SECTION 5

6

VOTING PROCEDURE

7

8 3.501 ACTIONS REQUIRING AN EXTRAORDINARY MAJORITY

9 Action by the Senate on the following matters shall require a  
10 vote of two-thirds of the Senators elected and serving except as  
11 otherwise noted:

12 a) Amendment or Repeal of Initiated Law, three-fourths of the  
13 Senators elected and serving (Const. Art. 2, Sec. 9)

14 b) Expulsion of Member (Const. Art. 4, Sec. 16)

15 c) Immediate Effect (Const. Art. 4, Sec. 27)

16 d) Local or Special Act (Const. Art. 4, Sec. 29)

17 e) Private or Local Purpose Appropriation (Const. Art. 4, Sec.  
18 30)

19 f) Overriding Veto (Const. Art. 4, Sec. 33)

20 g) Bank and Trust Company Law (Const. Art. 4, Sec. 43)

21 h) Courts of Limited Jurisdiction (Const. Art. 6, Sec. 1)

22 i) Removal of Judge (Const. Art. 6, Sec. 25)

23 j) State Borrowing (Const. Art. 9, Sec. 15)

24 k) State Land Reserve Designation (Const. Art. 10, Sec. 5)

25 l) Rejection or Reduction of Civil Service Pay Increases  
26 (Const. Art. 11, Sec. 5)

27 m) Amendments to Michigan Constitution (Const. Art. 12, Sec.  
28 1)

29 n) Mackinac Bridge Bonds Refunding (Const. Schedule, Sec. 14)

1           o) Amendments to increase the February 1, 1994 statutory  
2 limits on the maximum amount of ad valorem property taxes that may  
3 be levied for school district operating purposes, three-fourths of  
4 the Senators elected and serving (Const. Art. 9, Sec. 3)

5

6 3.502 MAJORITY VOTE ON QUESTIONS SHORT OF THE FINAL QUESTION

7           When a bill, joint resolution, or alternative measure  
8 requires, pursuant to the Constitution, the concurrence of more  
9 than a majority of the Senators elected and serving, the  
10 concurrence of such majority shall not be requisite to decide any  
11 question for amendment or relating to the merits, being short of  
12 the final question, except on the question of the adoption of a  
13 conference report, concurring in House amendments, or receding from  
14 Senate amendments to any such bill, joint resolution, or  
15 alternative measure returned from the House to the Senate for final  
16 action.

17

18 3.503 FINAL PASSAGE BY REQUIRED VOTE

19           a) The vote on the final passage of any bill or the adoption  
20 of any joint resolution or alternative measure, including a joint  
21 resolution ratifying a proposed amendment to the federal  
22 Constitution, shall be taken by a record roll call vote, which  
23 shall be printed in the Journal (see Const. Art. 4, Sec. 26).

24           b) When any bill, joint resolution, or alternative measure  
25 receives the constitutionally required assent, that fact shall be  
26 certified on the bill, joint resolution, or alternative measure by  
27 the Secretary of the Senate.

28           c) When a bill is given immediate effect by a two-thirds vote  
29 of the Senators elected and serving, that action remains in effect

1 as the bill proceeds through the legislative process, unless the  
2 vote for immediate effect is reconsidered and defeated.

3

4 3.504 DEMAND FOR RECORDED VOTE

5 The record of the votes and names of the Senators voting on  
6 any question shall be printed in the Journal at the request of one-  
7 fifth of the Senators present (see Const. Art. 4, Sec. 18), except  
8 during the Committee of the Whole.

9

10 3.505 VOTING

11 a) After a question is presented to the Senate by the  
12 presiding officer, and after the time for debate, no motion shall  
13 be in order and no Senator shall be entitled to speak until the  
14 vote is finished and the result declared.

15 b) The electronic voting system shall be used, if operational,  
16 to determine the question before the body when the vote is taken by  
17 roll call or by division and shall display the votes of each  
18 Senator. At the direction of the presiding officer, the Secretary  
19 of the Senate shall immediately activate the electronic voting  
20 system for one minute for a roll call vote, after which the vote  
21 shall be closed and no further votes shall be entered in the  
22 record. If all Senators present have voted before one minute has  
23 elapsed, the presiding officer may ask Senators if there is  
24 objection to closing the vote. If no Senator objects, the presiding  
25 officer shall instruct the Secretary of the Senate to close the  
26 board immediately and record the vote.

27 c) The presiding officer may close a division vote at his or  
28 her discretion when it appears that all members present have had a  
29 reasonable opportunity to vote.

1           d) If the electronic voting system is not operational, the  
2 presiding officer shall direct the Secretary of the Senate to  
3 conduct a roll call or a division vote orally and to announce the  
4 results and record the roll call.

5           e) A Senator shall not vote for another Senator. A person who  
6 is not a Senator shall not vote for any Senator. In addition to  
7 penalties prescribed by law, any Senator may be punished as the  
8 Senate may determine for voting for another Senator. If a person  
9 who is not a Senator votes or attempts to vote, he or she, in  
10 addition to penalties prescribed by law, shall be barred from the  
11 Senate floor for the remainder of the day's session and may receive  
12 further punishment in the discretion of the Senate Majority Leader.  
13

#### 14 3.506 A SENATOR'S RIGHT TO DISSENT

15           a) A Senator **may** dissent from or protest against any act,  
16 proceeding, or resolution that he or she believes is injurious to  
17 any person or the public, and have the reason for his or her  
18 dissent printed in the Journal **upon request** (see Const. Art. 4,  
19 Sec. 18).

20           b) A Senator may dissent orally by making a statement of  
21 protest, unless the previous question is in effect, which shall not  
22 be limited in length, or by moving that a statement made personally  
23 during session on any order of business (other than during the  
24 Committee of the Whole) be his or her protest. A Senator may also  
25 dissent by concurring with another Senator's protest or statement  
26 previously moved to be printed in the Journal during that day's  
27 session. Dissent statements not made during the debate preceding or  
28 immediately following the vote from which a Senator is dissenting  
29 shall be made under the order of Statements.

1 c) A Senator may submit a dissent in writing to be printed in  
2 the Journal if:

3 1) He or she gives oral notice during session of an intent to  
4 file a written protest,

5 2) On that day or prior to the end of session on the next  
6 Senate legislative day, a signed copy of the written protest is  
7 placed on each Senator's desk and filed with the Secretary of the  
8 Senate, and

9 3) No objections are raised and sustained by the end of  
10 session on the first Senate legislative day following the day oral  
11 notice was given.

12 d) The Secretary of the Senate may refuse to print statements  
13 containing insulting and contemptuous matter under the guise of a  
14 protest and material that would violate copyright law.

15 e) No statement of any Senator shall be printed in the Journal  
16 unless moved by that Senator.

17

### 18 3.507 ANNOUNCEMENTS AND STATEMENTS

19 a) Announcements may be made during any order of business.

20 Announcements are remarks concerning the session schedule,  
21 committee meetings, introduction of guests, congratulations,  
22 condolences or illness, requests to co-sponsor bills, resolutions,  
23 and alternative measures, requests to be removed as a sponsor or  
24 co-sponsor of bills, resolutions, and alternative measures, past  
25 vote intentions, or intentions of introducing legislation or  
26 resolutions. Announcements also include memorial remarks concerning  
27 the passing of individuals and may be made during any order of  
28 business except General Orders.

29 b) Statements on topics, issues, and items not properly before

1 the Senate shall be made during the order of business of  
2 Statements. Dissent statements may be made under the order of  
3 business of Statements.

4 c) A Senator is limited to one statement each day under the  
5 order of business of Statements, except for dissent statements,  
6 which are unlimited in number.

7 d) Each statement shall be limited to five minutes, except an  
8 oral dissent statement made on the order of Statements shall not be  
9 limited in length.

10 e) With the leave of the Senate, the President of the Senate  
11 may request that a statement made by the President be printed in  
12 the Journal.

13

14

#### CHAPTER III - SECTION 6

15

#### APPROPRIATION BILLS

16

#### 17 3.601 GENERAL APPROPRIATION BILLS

18 The general appropriation bills for the succeeding fiscal year  
19 covering items set forth in the budget shall be passed or defeated  
20 in the Senate before the Senate passes any appropriation bill for  
21 items not in the budget, except bills supplementing appropriations  
22 for the current fiscal year's operation (see Const. Art. 4, Sec.  
23 31).

24

#### 25 3.602 BILLS REQUIRING APPROPRIATIONS

26 Any bill containing an appropriation to carry out its purpose  
27 shall be considered an appropriation bill (see Const. Art. 4, Sec.  
28 31). Appropriation bills, when reported back to the Senate  
29 favorably by a committee other than the Committee on

1 Appropriations, shall, together with amendments proposed by that  
2 committee, be referred to the Committee on Appropriations for  
3 consideration.

4

5 3.603 ESTIMATED REVENUE

6 One of the general appropriation bills as passed by the Senate  
7 shall contain an itemized statement of estimated revenue by a major  
8 source in each operating fund for the ensuing fiscal year, the  
9 total of which shall not be less than the total of all  
10 appropriations made from each fund in the general appropriation  
11 bills as passed.

12

13 CHAPTER III - SECTION 7

14

COMMITTEE OF THE WHOLE

15

16 3.701 FAVORABLE REPORTS

17 All bills, joint resolutions, and alternative measures  
18 reported back to the Senate favorably shall be referred to the  
19 Committee of the Whole with amendments, if any, proposed by the  
20 committee, which amendments shall be considered first by the  
21 Committee of the Whole. Any bill, joint resolution, or alternative  
22 measure may, after having been reported favorably to the Senate by  
23 a committee, be referred to a second committee. If the second  
24 committee reports the bill, joint resolution, or alternative  
25 measure back to the Senate, the report shall include amendments, if  
26 any, that were recommended by the first committee. The reported  
27 bill, joint resolution, or alternative measure, and any amendments,  
28 shall be referred to the Committee of the Whole.

29

1 3.702 BUSINESS IN ORDER

2 When the Senate resolves itself into the Committee of the  
3 Whole, General Orders shall be the only matter of business that  
4 shall be in order until the Committee rises.

5

6 3.703 BILLS, JOINT RESOLUTIONS, AND ALTERNATIVE MEASURES  
7 CONSTITUTING GENERAL ORDERS

8 a) Bills, joint resolutions, and alternative measures referred  
9 to the Committee of the Whole shall constitute General Orders and  
10 shall be considered in the Committee of the Whole on a day  
11 subsequent to such referral in the order of their reference, unless  
12 the Senate or the Committee of the Whole otherwise determines.

13 b) No bill, joint resolution, or alternative measure shall  
14 bypass consideration by the Committee of the Whole.

15

16 3.704 CHAIRPERSON OF THE COMMITTEE OF THE WHOLE

17 The presiding officer shall, when the Senate resolves itself  
18 into the Committee of the Whole, designate a Senator as chairperson  
19 of the Committee, unless otherwise ordered by the Senate. Senators  
20 shall be designated alphabetically, except as otherwise ordered by  
21 the Senate Majority Leader. The Majority and Minority Floor Leaders  
22 shall submit to the Secretary of the Senate names of designees for  
23 members of their respective caucuses when they are unable to serve  
24 as chairperson of the Committee.

25

26 3.705 RULES IN THE COMMITTEE OF THE WHOLE

27 a) The rules of the Senate shall be observed in the Committee  
28 of the Whole so far as may be applicable, except limiting debate,  
29 ordering the previous question, suspension of rules, or taking the

1 yeas and nays. However, no speech shall exceed five minutes. A  
2 motion that the Committee rise shall always be in order and decided  
3 without debate. Motions in the Committee of the Whole recommending  
4 action by the Senate shall take precedence in the same order as  
5 identical motions made during a session of the Senate. Motions to  
6 recess or reconsider are in order in the Committee of the Whole.

7 b) No statement made during the Committee of the Whole shall  
8 be printed in the Journal.

9 c) In the event the Senate is in session in the Committee of  
10 the Whole at 11:55 p.m., it shall be the duty of the chairperson to  
11 declare the Committee of the Whole to have risen. The Committee of  
12 the Whole shall automatically rise and the presiding officer of the  
13 Senate shall resume the chair.

14

#### 15 3.706 BILLS ORDERED TO THIRD READING

16 The Secretary of the Senate shall place on the order of Third  
17 Reading of Bills all bills, joint resolutions, and alternative  
18 measures recommended for passage or adoption by the Committee of  
19 the Whole. Items on the order of Third Reading of Bills shall be  
20 taken up in the same order as they were advanced to the order of  
21 Third Reading of Bills unless otherwise ordered by the Senate.

22

#### 23 CHAPTER III - SECTION 8

#### 24 PARLIAMENTARY PROCEDURE

25

#### 26 3.801 AUTHORITY AND PRECEDENCE OF SENATE RULES

27 a) The principal sources of legal authority for the Senate  
28 are, in the order of precedence, as follows:

29 1) Constitutional Rules

- 1           2) Fundamental Legal Principles
- 2           3) Statutory Rules
- 3           4) Adopted Rules
- 4           5) Adopted Parliamentary Authority
- 5           6) Parliamentary Law
- 6           7) Customs and Usages
- 7           8) Judicial Decisions

8           Judicial decisions have the lowest precedence of the sources  
9 cited except to the extent they are interpretations of rules from  
10 one of the other sources. In those instances, they take the same  
11 precedence as the source that is interpreted.

12           b) Rules from the source with the higher precedence prevails  
13 when there are conflicts between rules from different sources.

14

#### 15 3.802 MANUAL OF LEGISLATIVE PROCEDURE

16           The rules of parliamentary practice in the most recent edition  
17 of Mason's "Manual of Legislative Procedure" shall govern all cases  
18 except when they are inconsistent with the Standing Rules and  
19 precedents of the Senate.

20

#### 21 3.803 RULES OF A NEWLY CONVENED SENATE

22           The Senate rules that are in effect when the Senate adjourns  
23 sine die in an even numbered year shall be the temporary rules of  
24 the Senate when it convenes at twelve o'clock noon on the second  
25 Wednesday in January of the following odd numbered year and shall  
26 remain in effect until other temporary or permanent rules are  
27 adopted (see MCL 4.42).

28

#### 29 3.804 AMENDMENT OR REPEAL OF SENATE RULES

1           The repeal or amendment of any rule shall be accomplished only  
2 by resolution. All proposed amendments or repeals of Senate rules  
3 shall be referred to the Committee on Government Operations for  
4 consideration. The adoption of a proposed resolution for the repeal  
5 or amendment of any rule shall require a majority of the Senators  
6 elected and serving.

7

### 8 3.805 SUSPENSION OF RULES

9           The suspension of any Senate rule or adopted parliamentary  
10 authority shall require a majority of the Senators elected and  
11 serving.

12

## 13   CHAPTER III - SECTION 9

### 14   PRIVILEGE AND CONDUCT ON FLOOR

15

### 16 3.901 MEMBERS OF THE MEDIA

17           Members of the media shall register with the Secretary of the  
18 Senate and may have their registration reviewed at any time. The  
19 Secretary of the Senate shall provide a list of registered members  
20 of the media to the Sergeant at Arms. The following provisions  
21 shall govern the registration process:

22           1) A member of the media shall be defined as a person employed  
23 by or working as:

24           a) A newspaper (as defined by U.S. postal regulations);

25           b) A broadcast station licensed by the Federal Communications  
26 Commission, or a network serving one or more licensed broadcast  
27 stations;

28           c) A cable television system with a franchise granted by a  
29 Michigan unit of government, or a network serving one or more

1 franchised cable systems;

2 d) A wire service; or

3 e) An independent contractor on assignment to report state  
4 government news for an organization described above.

5 2) Subject to approval of the Senate Majority Leader, the  
6 Secretary of the Senate shall establish a written policy to allow  
7 for the daily registration of visiting members of the media. The  
8 written policy shall allow for registration of visiting members of  
9 the media prior to the start of session.

10 3) The Secretary of the Senate may, under special  
11 circumstances, register representatives of the media not defined  
12 above if determined to be in the public interest.

13 4) Technicians for broadcast or cable stations shall also be  
14 registered when accompanying members of the media and shall be  
15 subject to the same rules.

16 5) The Secretary of the Senate may revoke the registration of  
17 any member of the media for cause. Cause shall include, but not be  
18 limited to, a change in employment status, lobbying or acting as a  
19 lobbyist agent, disrupting Senate proceedings, or refusing to  
20 comply with Senate rules or the directives of the presiding  
21 officer, Senate Majority Leader, or Secretary of the Senate. A  
22 decision to revoke registration may be appealed to the Committee on  
23 Government Operations.

24 6) Members of the media may talk with only a currently serving  
25 Senator or a member of his or her staff in the front entry, ~~or~~ the  
26 hallway behind the Senate rostrum, **or at the media desk as long as**  
27 **the proceedings of the Senate are not disrupted, and the Senate is**  
28 **not in the order of Third Reading of Bills or Messages from the**  
29 **House.** Notwithstanding Senate Rule 3.902, members of the media may

1 leave the media's designated area and talk with only a currently  
2 serving Senator or a member of his or her staff in the Chamber  
3 immediately following adjournment.

4 7) Members of the media shall enter from the north main door  
5 or the two south doors on either side of the rostrum and shall  
6 proceed directly to the areas designated for the media. If a member  
7 of the media enters through the north main door, he or she shall  
8 proceed directly to the areas designated for the media using the  
9 east or west side aisles only. Members of the media shall not enter  
10 the cloak room or the restrooms of the Senate Chamber.

11 8) Members of the media may film, videotape, or photograph the  
12 Senate session from the media's designated area. During the first  
13 20 minutes after the attendance roll call, with permission from the  
14 Senate **Secretary**, members of the media shall be allowed to film,  
15 videotape, or photograph from along the full length of the east and  
16 west side aisles.

17 9) A member of the media, including a broadcast technician,  
18 shall be entitled to record Senate session as long as it does not  
19 disrupt the proceedings of the Senate. "Record" shall mean  
20 videotaping, photographing, filming, taping, or electronically  
21 transmitting Senate proceedings or activities on the Senate floor  
22 when the Senate is in session.

23

#### 24 3.902 FLOOR PRIVILEGE AND CONDUCT

25 a) A session of the Senate shall be defined, for the purposes  
26 of this rule, as any period of time when the Senate is in session,  
27 any recess, and any 15-minute period before the Senate convenes and  
28 five minutes after it adjourns. The Senate floor is defined as the  
29 Senate Chamber and adjoining Rooms S201, S202, S204 (E. Lakin Brown

1 Room), S204A, S207, and S212. Access to the Senate floor shall to  
 2 others be restricted as outlined below during any session of the  
 3 Senate, except that members of the public are permitted in Room  
 4 S204 when a scheduled press conference is held there during  
 5 session. Access to caucus rooms shall be determined by the majority  
 6 and minority leaders respectively.

7 1) No person, other than the following, shall be admitted to  
 8 the Senate floor:

9 ~~a~~A) Currently serving Representatives.

10 ~~b~~B) The President of the Senate.

11 ~~c~~C) The Governor and any necessary security detail.

12 ~~d~~D) Senators or Representatives in Congress.

13 ~~e~~E) Former Michigan Senators.

14 ~~f~~F) The Secretary of the Senate and related session support  
 15 staff.

16 ~~g~~G) Legislative staff as authorized in guidelines issued by  
 17 the Senate Majority Leader.

18 ~~h~~H) One representative of the Governor, ~~which shall include~~  
 19 ~~the Attorney General or their staff and the Secretary of State or~~  
 20 ~~their staff.~~

21 **I) From time to time, as authorized by the Senate Majority**  
 22 **Floor Leader, one additional representative of the Governor shall**  
 23 **be admitted to the floor.**

24 **J) From time to time, as authorized by the Senate Majority**  
 25 **Floor Leader, one representative of the Attorney General or one**  
 26 **representative of the Secretary of State.**

27 ~~i~~K) On special occasions, from time to time, one family member  
 28 of a Senator or the President of the Senate, as authorized by the  
 29 **Senate** Majority Floor Leader.

1       ~~l~~) Registered members of the media pursuant to Senate Rule  
2 3.901.

3       ~~m~~) A guest who has been invited by a Senator to offer the  
4 invocation, and a family member of that guest.

5       ~~n~~) Other guests approved from time to time by the Senate  
6 Majority Leader and Majority Floor Leader.

7       2) No registered lobbyist or lobbyist agent, including former  
8 Legislators, shall be allowed on the Senate floor. They shall not  
9 be allowed in the hallway behind the Senate rostrum, unless en  
10 route to or from the Lieutenant Governor's Office (S215) or the  
11 Elijah Myers Room (S208). **This subsection does not apply to the**  
12 **person or persons listed under subdivisions H, I, and J of Senate**  
13 **Rule 3.902.**

14       3) A former Legislator shall not lobby on the Senate floor,  
15 except if they are admitted under Senate Rule 3.902(a)(1) ~~(g)~~**G** or  
16 ~~(h)~~**H**.

17       b) No person shall engage in any conduct on the Senate floor  
18 during any session of the Senate that undermines the decorum of the  
19 Senate. All persons who are admitted to the Senate floor shall  
20 observe the following guidelines:

21       1) No Senator shall speak until recognized by the presiding  
22 officer, unless the Senator rises to make a point of order.

23       2) Except as otherwise provided by Senate rule, no Senator  
24 shall speak on any matter not properly before the Senate.

25       3) No Senator shall speak more than twice in any one debate on  
26 the same day, without leave of the Senate, except the Senator who  
27 sponsored the matter under consideration; the Senator who sponsored  
28 the bill, resolution, joint resolution, or alternative measure if  
29 an amendment is under consideration; and the chairperson of the

1 committee or subcommittee that reported the matter under  
2 consideration. Each speech shall not exceed five minutes, except  
3 there is no limit on the length of an oral dissent statement.

4 4) No Senator shall speak impertinently or submit in writing  
5 impertinent statements, attack the motives of any Senator who  
6 proposes or advocates a particular position, use indecent language  
7 or other disorderly words, or refer to another Senator by name in a  
8 disparaging way.

9 5) No Senator shall use a display, exhibit, or prop on the  
10 Senate floor during discussions, debate, statements, or the  
11 announcement of the introduction of a bill, resolution, joint  
12 resolution, or alternative measure.

13 6) No person other than a Senator, the President of the  
14 Senate, the Secretary and Assistant Secretary of the Senate, or the  
15 Sergeants at Arms shall pass through the well of the Senate  
16 Chamber, which is immediately in front of the Senate rostrum.

17 7) No person other than a Senator, the President of the  
18 Senate, the Secretary of the Senate, or the Sergeants at Arms shall  
19 use the center aisle of the Chamber.

20 8) No person shall pass between the presiding officer and a  
21 Senator who is speaking.

22 9) No person other than a Senator shall sit in a Senator's  
23 chair.

24 10) Except as otherwise permitted by the Senate Majority  
25 Leader, no staff shall be allowed on the Senate floor, except in  
26 the majority or minority lounge or the lounge at the rear of the  
27 Chamber unless the staff is requested by a Senator and then only if  
28 seated at a Senator's desk.

29 11) Photography or videography from the Senate floor for any

1 political purposes is not allowed.

2 12) No member of the media shall be allowed on the Senate  
3 floor unless he or she is in the media's designated area, except as  
4 otherwise provided in Senate Rule 3.901.

5 13) No smoking shall be permitted on the Senate floor.

6 14) All individual electronic devices shall be turned off or  
7 on non-audible alert during Senate session.

8 15) Except as otherwise permitted by the Senate Majority  
9 Leader, no person may film, video, webcast, or otherwise record the  
10 Senate during session from the rostrum.

11

12 3.903 SENATE GALLERY

13 **The presiding officer has the authority to maintain order in**  
14 **the Chamber which includes the gallery using the method the**  
15 **presiding officer determines best.**

16 1) The public in the gallery may take photographs and video of  
17 the Senate proceedings but should do so while seated and not impede  
18 on others' access or egress in the gallery. This provision applies  
19 to any media in the gallery.

20 2) **The public in the gallery should not act in any manner that**  
21 **disrupts the Senate proceedings.**

22 3) **The public shall not vocally or with other sounds show**  
23 **support or opposition to any matter before the body or while in**  
24 **session. An exception can be made for introductions.**