



JOINT RULES OF THE HOUSE OF REPRESENTATIVES AND SENATE OF THE YMCA TEXAS YOUTH LEGISLATURE

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GENERAL INFORMATION

Throughout this document, use of the word "house", in uncapitalized form refers interchangeably and equally to both the House of Representatives and the Senate; the use of the words "representative" and "member" refers interchangeably and equally to a member of the House of Representatives and to a member of the Senate; and use of the words "speaker", "president", or "presiding officer" refer interchangeably and equally to both the Speaker of the House of Representatives and the President of the Senate. The capitalized forms of "House" and "Speaker" refer specifically to the House of Representatives and Speaker of the House respectively.

STATEMENT OF AUTHORIZATION AND PRECEDENCE

Pursuant to and under the authority of Section 11, Article III, Texas Constitution, and notwithstanding any provision of statute, the House of Representatives and the Senate adopt the following rules to govern the operations and procedures of each respective body. The provisions of these rules shall be deemed the only requirements binding on the House of Representatives and the Senate under Section 11, Article III, Texas Constitution, notwithstanding any other requirements expressed in statute.

RULE 1. DUTIES AND RIGHTS OF THE PRESIDING OFFICER

CHAPTER A. DUTIES AS PRESIDING OFFICER

Section 1. ENFORCEMENT OF THE RULES.

The presiding officer shall enforce, apply, and interpret the rules of the house in all deliberations of the house and shall enforce the legislative rules prescribed by the statutes and the Constitution of Texas.

Section 2. CALL TO ORDER.

The speaker shall take the chair on each calendar day precisely at the hour to which the house adjourned or recessed at its last sitting and shall immediately call the members to order.

Section 3. LAYING BUSINESS BEFORE THE HOUSE.

The speaker shall lay before the house its business in the order indicated by the rules and shall receive propositions made by members and put them to the house.

Section 4. PRESERVATION OF ORDER AND DECORUM.

The speaker shall preserve order and decorum. In case of disturbance or disorderly conduct in the galleries or in the lobby, the speaker may order that these areas be cleared. No signs, placards, or other objects of similar nature shall be permitted in the rooms, lobby, gallery, and hall of the house. The speaker shall see that the members of the house conduct themselves in a civil manner in accordance with accepted standards of parliamentary conduct and may, when necessary, order the sergeant-at-arms to clear the aisles and seat the members of the house so that business may be conducted in an orderly manner.

Section 5. RECOGNITION OF GALLERY VISITORS.

On written request of a member, the speaker may recognize persons in the gallery. The speaker shall afford that recognition at a convenient place in the order of business, considering the need for order and decorum and the need for continuity of debate.

Section 6. STATING AND VOTING ON QUESTIONS.

The speaker shall rise to put a question but may state it sitting. The question shall be put distinctly in this form: "All those in favor (here state the question or proposition under consideration), say 'Aye,'" and after the affirmative vote is expressed, "All those opposed say 'Nay.'" If the speaker is in doubt as to the result, or if a division is called for, the speaker shall call for a standing vote: those voting in the affirmative on the question shall first rise and then after being counted and told to be seated, those voting in the negative on the question shall rise and be counted.

Section 7. VOTING RIGHTS OF THE PRESIDING OFFICER.

The speaker shall have the same right as other members to vote. If the speaker, or a member temporarily presiding, has not voted, he or she may cast the deciding vote at the time such opportunity becomes official, whether to make or break a tie. If a verification of the vote, via either a standing or roll call vote, is called for and granted, the decision of the speaker, or a member temporarily presiding, to cast the deciding vote need not be made until the verification has been completed. In case of error in a vote, if the correction leaves decisive effect to the vote of the speaker, or a member temporarily presiding, the deciding vote may be cast even though the result has been announced.

Section 8. QUESTIONS OF ORDER.

- (a) The speaker shall decide on all questions of order; however, such decisions are subject to an appeal to the parliamentarian made by any 10 members. On appeal, the decision of the parliamentarian is final.
- (b) Responses to parliamentary inquiries and decisions of recognition made by the chair may not be appealed.

Section 9. SIGNING BILLS AND RESOLUTIONS.

All bills, joint resolutions, and concurrent resolutions shall be signed by the speaker in the presence of the house, as required by the constitution; and all writs, warrants, and subpoenas issued by order of the house shall be signed by the speaker and attested by the chief clerk, or the person acting as chief clerk.

CHAPTER B. ADMINISTRATIVE DUTIES

Section 10. CONTROL OVER HALL OF THE HOUSE.

The speaker shall have general control, except as otherwise provided by law, of the hall of the house, its lobbies, galleries, corridors, and passages, and other rooms in those parts of the capitol assigned to the use of the house; except that the hall of the house shall not be used for any meeting other than legislative meetings during any regular or special session of the legislature unless specifically authorized by resolution.

Section 11. APPOINTMENT OF SELECT AND CONFERENCE COMMITTEES.

The speaker shall appoint all conference committees. The speaker shall name the chair of each conference committee, and may also name the vice-chair thereof.

CHAPTER C. CAMPAIGNS FOR SPEAKER

Section 12. PLEDGES FOR SPEAKER PROHIBITED DURING REGULAR SESSION.

During a regular session of the legislature a member may not solicit written pledges from other members for their support of or promise to vote for any person for the office of speaker.

RULE 2. LEGISLATIVE OFFICERS AND STAFF

CHAPTER A. DUTIES OF EMPLOYEES OF THE HOUSE

Section 1. CHIEF CLERK.

The chief clerk shall:

- 1) be the custodian of all bills and resolutions;
- 2) provide for the keeping of a complete record of introduction and action on all bills and resolutions, including the number, author, brief description of the subject matter, committee reference, and the time sequence of action taken on all bills and resolutions to reflect at all times their status in the legislative process;
- 3) certify the passage of bills and resolutions, noting on them the date of passage and the vote by which passed, if by record vote;
- 4) be authorized to amend the caption to conform to the body of each house bill and joint resolution ordered engrossed or enrolled;
- 5) be responsible for noting on each house bill or joint resolution, for certification by the speaker of the house, the lieutenant governor, the chief clerk of the house, and the secretary of the senate, the following information:
 - a) date of final passage, and the vote on final passage, if by record vote, or the notation "Non-record Vote," if not by record vote. If the bill was amended in the senate, this fact shall also be noted;
 - b) date of concurrence by the house in senate amendments, and the vote on concurrence, if by record vote, or the notation "Non-record Vote," if not by record vote;
 - c) date of adoption by each house of a conference committee report and the vote on adoption, if by record vote, or the notation "Non-record Vote," if not by record vote;
- 6) transmit all messages from the house to the senate;
- 7) notify the speaker in writing that the senate did not concur in house amendments to a bill or resolution and requests a conference committee, and include in this notice the names of the senate conferees;
- 8) attest all writs, warrants and subpoenas issued by order of the house;
- 9) provide for issuance of an identification card to each member and employee of the house; and
- 10) maintain a copy of the house docket for review by members.

Section 2. JOURNAL CLERK.

The journal clerk shall keep a journal of the proceedings of the house, except when the house is acting as a committee of the whole, and enter the following:

- 1) the number, author, and caption of every bill introduced;
- 2) descriptions of all motions, amendments, questions of order and decisions on them, messages from the governor, and messages from the senate;
- 3) the number of each bill, joint resolution, and concurrent resolution signed in the presence of the house;

- 4) a listing of reports made by standing committees;
- 5) every record vote or registration of the house with a concise statement of the action and the result;
- 6) the names of all absentees, both excused and not excused;
- 7) senate amendments to house bills or resolutions, when concurred in by the house;
- 8) the date each bill is transmitted to the governor; and
- 9) record votes and reasons for a vote as ordered by the speaker.

Section 3. READING CLERKS.

The reading clerks, under the supervision of the speaker, shall:

- 1) call the roll of the house when ordered to do so by the speaker; and
- 2) read all bills, resolutions, motions, and other matters required by the rules or directed by the speaker.

Section 4. SERGEANT-AT-ARMS.

The sergeant-at-arms shall:

- 1) under the direction of the speaker, have charge of and maintain order in the hall of the house, its lobbies and galleries, and all other rooms in the capitol assigned for the use of the house of representatives;
- 2) attend the house and the committee of the whole during all meetings and maintain order under the direction of the speaker or other presiding officer;
- 3) execute the commands of the house and serve the writs and processes issued by the authority of the house and directed by the speaker;
- 4) supervise assistants to the sergeant-at-arms who shall aid in the performance of prescribed duties and have the same authority, subject to the control of the speaker;
- 5) clear the floor of the house of all persons not entitled to the privileges of the floor at least 30 minutes prior to the convening of each session of the house;
- 6) bring in absent members when so directed under a call of the house;
- 7) supervise the doorkeeper; and
- 8) screen all notes passed via Pages to insure only notes relating to official business are delivered by the Pages.

Section 5. DOORKEEPER.

The doorkeeper, under the supervision of the sergeant-at-arms, shall:

- 1) enforce strictly the rules of the house relating to privileges of the floor and perform other duties as directed by the speaker;
- 2) close the main entrance and permit no member to leave the house without written permission from the speaker when a call of the house or a call of the committee of the whole is ordered, take up permission cards as members leave the hall, and take up permission cards of those who are admitted to the floor of the house under the rules and practice of the house;
- 3) obtain recognition from the speaker and announce a messenger from the governor or the senate on arrival at the bar of the house; and
- 4) obtain recognition from the speaker and announce the arrival of the governor or the senate on arrival at the bar of the house for official proceedings in the house.

Section 6. CHAPLAIN.

The chaplain shall open the first session on each calendar day with a prayer and shall perform such other duties as directed by the speaker.

RULE 3. ORGANIZATION, POWERS, AND DUTIES OF COMMITTEES

CHAPTER A. ORGANIZATION

Section 1. COMMITTEES, MEMBERSHIP, AND JURISDICTION.

All committees in the Youth and Government Legislature are Standing Joint Committees, composed of members from the House and Senate. Committee membership, jurisdiction and bill assignment is done at the direction of the State Director and/or Legislative Director.

Section 2. DETERMINATION OF MEMBERSHIP.

Each committee is to be composed of members of both the House and Senate with membership to be determined by the State Director and/or Legislative Director. Membership may only be modified or altered by the State Director and/or Legislative Director.

Section 3. DUTIES OF THE CHAIR.

The chair of each committee shall:

- 1) be responsible for the effective conduct of the business of the committee;
- 2) direct the preparation of all committee reports. No committee report shall be official until signed by the chair of the committee, or by the person acting as chair, or by a majority of the membership of the committee;
- 3) preside at all meetings of the committee and control its deliberations and activities in accordance with acceptable parliamentary procedure; and
- 4) have authority to direct the sergeant-at-arms to assist, where necessary, in enforcing the will of the committee.

CHAPTER B. PROCEDURE

Section 4. MEETINGS.

The Chairperson shall conduct meetings of his or her committee according to the Conference schedule.

Section 5. MEETINGS OPEN TO THE PUBLIC.

All meetings of a committee, including the calendars committee, shall be open to other members, the press, and the public.

Section 6. RULES GOVERNING OPERATIONS.

No standing committee, including a calendars committee, shall adopt any rule of procedure which will have the effect of thwarting the will of the majority of the committee or deny the committee the right to ultimately dispose of any pending matter by action of a majority of the committee. A bill or resolution may not be laid on the table subject to call in committee without a majority vote of the committee.

Section 7. APPEALS FROM RULINGS OF THE CHAIR.

Appeals to rulings of the chair of a committee shall be in order if seconded by three members of the committee, which may include the member making the appeal. The appeal shall be made to the house parliamentarian whose decision is final.

Section 8. PREVIOUS QUESTION.

Before the previous question can be ordered in a committee, the motion therefor must be seconded by not less than 4 members of a committee consisting of 21 or more members, 3 members of a committee consisting of less than 21 members and more than 10 members, or 2 members of a committee consisting of 10 members or less. If the motion is properly seconded and ordered by a majority vote of the committee, further debate on the proposition under consideration shall be terminated, and the proposition shall be immediately put to a vote of the committee for its action.

Section 9. QUORUM.

A majority of a committee's membership shall constitute a quorum. No action or recommendation of a committee shall be valid unless taken at a meeting of the committee with a quorum actually present. No committee report shall be made to the house nor shall bills or resolutions be placed on a calendar unless ordered by a majority of the membership of the committee, except as otherwise provided in the rules, and a quorum of the committee must be present when the vote is taken on reporting a bill or resolution, on placing bills or resolutions on a calendar, or on taking any other formal action within the authority of the committee.

Section 10. MINUTES OF PROCEEDINGS.

- 1) For each committee, including a calendars committee, the chair, or the member acting as chair, shall keep complete minutes of the proceedings in committee, which shall include:
 - a) the time and place of each meeting of the committee;
 - b) a roll call to determine the members present at each meeting of the committee, whether that meeting follows an adjournment or a recess from a previous committee meeting;
 - c) an accurate record of all votes taken, including a listing of the yeas and nays cast on a record vote;
 - d) a list of the names of the persons, other than members of the legislature, who were recognized by the chair to address the committee in favor of, in opposition to, or without taking a position on a measure or other matter before the committee; and
 - e) other information that the chair shall determine.
- 2) The chief clerk shall maintain the minutes and records safe from loss, destruction, and alteration at all times, and may, at any time, turn them, or any portion, over to the Chief Clerk of the House.

CHAPTER C. COMMITTEE FUNCTIONS

Section 11. MOTION PREVENTING REPORTING OR PLACEMENT ON A CALENDAR.

No motion is in order in a committee considering a bill, resolution, or other matter that would prevent the committee from reporting it back to the house or placing it on a calendar in accordance with the Rules of the House.

Section 12. FINAL ACTION IN FORM OF REPORT.

No action by a committee on bills or resolutions referred to it shall be considered as final unless it is in the form of a favorable report, an unfavorable report, or a report of inability to recommend a course of action.

Section 13. VOTE ON MOTION TO REPORT.

Motions made in committee to report favorably or unfavorably must receive affirmative majority votes, majority negative votes to either motion being insufficient to report. If a committee is unable to agree on a recommendation for action, as in the case of a tie vote, it should submit a statement

of this fact as its report, and the house shall decide, by a majority vote, the disposition of the matter.

Section 14. MINORITY REPORTS.

The report of a minority of a committee shall be made in the same general form as a majority report. No minority report shall be recognized by the house unless it has been signed by not less than 4 members of a committee consisting of 21 or more members, 3 members of a committee consisting of less than 21 members and more than 10 members, or 2 members of a committee consisting of 10 or less members. Only members who were present when the vote was taken on the bill, resolution, or other matter being reported, and who voted on the losing side, may sign a minority report. Notice of intention to file a minority report shall be given to the assembled committee after the vote on the bill, resolution, or other matter, and before the recess or adjournment of the committee.

Section 15. ACTION ON BILLS REPORTED UNFAVORABLY.

If the majority report on a bill is unfavorable, and a favorable minority report is not signed in accordance with Section 14 of this rule and filed with the chief clerk before the house session on Friday afternoon, the chief clerk shall file the bill away as dead.

Section 16. FORM OF REPORTS.

All committee reports must be in writing and shall:

- 1) be signed by the chair, or the member acting as chair, or a majority of the membership of the committee;
- 2) be addressed to the speaker;
- 3) contain a statement of the recommendations of the committee with reference to the matter which is the subject of the report;
- 4) contain the date the committee made its recommendation;
- 5) contain the vote by which the report was adopted, including the count if a standing vote was taken;
- 6) state the name of the primary house sponsor of all senate bills and resolutions and indicate the names of all joint sponsors or cosponsors;
- 7) include a list of the names of the persons, other than members of the legislature, who were recognized by the chair to address the committee in favor of, in opposition to, or without taking a position on the bill or resolution.

Section 17. REPORTS ON HOUSE AND CONCURRENT RESOLUTIONS.

Committee reports on house and concurrent resolutions shall be made in the same manner and shall follow the same procedure as provided for bills, subject to any differences otherwise authorized or directed by the rules.

Section 18. ACTION BY HOUSE ON REPORTS NOT REQUIRED.

No action by the house is necessary on the report of a standing committee. The bill or resolution recommended or reported by the committee shall automatically be before the house for its consideration after the bill or resolution has been referred to the calendar committee for placement on a calendar for house consideration.

Section 19. REFERRAL OF REPORTS TO CHIEF CLERK.

All committee reports on bills or resolutions shall be immediately referred to the chief clerk. The chair of the committee shall be responsible for delivery of the report to the chief clerk.

Section 20. DELIVERY OF REPORTS TO CALENDARS COMMITTEES.

The chief clerk shall be responsible for delivery of the committee report to the calendar committee, which committee shall immediately accept the bill or resolution for placement on the calendar for house consideration.

Section 21. COMMITTEE AMENDMENTS.

No committee shall have the power to amend, delete, or change in any way the nature, purpose, or content of any bill or resolution referred to it, but may draft and recommend amendments to it, which shall become effective only if adopted by a majority vote of the house.

CHAPTER D. SUBCOMMITTEES

There shall be no subcommittees within the committee structure of the Youth and Government Legislature.

CHAPTER E. COMMITTEES OF THE WHOLE HOUSE

The house shall not act as a committee of the whole.

RULE 4. FLOOR PROCEDURE

CHAPTER A. QUORUM AND ATTENDANCE

Section 1. QUORUM.

Two-thirds of the house shall constitute a quorum to do business.

Section 2. ROLL CALLS.

On every roll call or registration, the names of the members shall be called or listed, as the case may be, alphabetically by surname, except when two or more have the same surname, in which case the initials of the members shall be added.

Section 3. LEAVE OF ABSENCE.

No member shall be absent from the sessions of the house without leave, and no member shall be excused on his or her own motion. A leave of absence may only be granted by the State Director, Legislative Director or the District Director for the District the member is from.

Section 4. FAILURE TO ANSWER ROLL CALL.

Any member who is present and fails or refuses to record on a roll call after being requested to do so by the speaker shall be recorded as present by the speaker and shall be counted for the purpose of making a quorum.

Section 5. POINT OF ORDER OF "NO QUORUM."

The point of order of "No Quorum" shall not be accepted by the chair if the last roll call showed the presence of a quorum, provided the last roll call was taken since the house last convened.

Section 6. MOTIONS IN ORDER WHEN QUORUM NOT PRESENT.

If a roll call reveals that a quorum is not present, only a motion for a call of the house and any motion incidental thereto shall be in order.

Section 7. MOTION FOR CALL OF THE HOUSE.

It shall be in order to move a call of the house at any time to secure and maintain a quorum.

Section 8. SECURING A QUORUM.

When a call of the house is moved and ordered by a majority vote, the main entrance to the hall and all other doors leading out of the hall shall be locked and no member permitted to leave the house without the written permission of the speaker. The names of members present shall be recorded. All absentees for whom no sufficient excuse is made may, by order of a majority of those present, be sent for and brought forth to the house, wherever they may be found, by the sergeant-at-arms or an officer appointed by the sergeant-at-arms for that purpose, and their attendance shall be secured and retained. The house shall determine on what conditions they shall be discharged. Members who voluntarily appear shall, unless the house otherwise directs, be immediately admitted to the hall of the house and shall report their names to the clerk to be entered in the journal as present. Until a quorum appears, should the roll call fail to show one present, no business shall be transacted, except to compel the attendance of absent members. It shall not be in order to recess or adjourn under a call of the house.

Section 9. FOLLOWING ACHIEVEMENT OF A QUORUM.

When a quorum is shown to be present, the house may proceed with the matters on which the call was ordered, or may enforce the call and await the attendance of as many of the absentees as it desires. When the house proceeds to the business on which the call was ordered, it may, by a majority vote, direct the sergeant-at-arms to cease bringing in absent members.

Section 10. REPEATING A RECORD VOTE.

When a record vote reveals the lack of a quorum, and a call is ordered to secure one, a record vote shall again be taken when the house resumes business with a quorum present.

CHAPTER B. ADMITTANCE TO HOUSE CHAMBER

Section 11. PRIVILEGES OF THE HOUSE FLOOR.

Only the following persons shall be entitled to the privileges of the floor of the house when the house is in session: members of the house; employees of the house when performing their official duties; members of the senate; employees of the senate when performing their official duties; the Governor of Texas and the governor's executive and administrative assistant; the lieutenant governor; the secretary of state; candidates for state offices and their elections committee escorts during candidate speeches and press conferences; duly accredited reporters, photographers, correspondents, and commentators of press, radio, and television who have complied with Sections 16(1), (2), and (3) of this rule, and YMCA Youth and Government Staff and Volunteers.

Section 12. ADMITTANCE WITHIN THE RAILING.

Only the following persons shall be admitted to the area on the floor of the house enclosed by the railing when the house is in session: members of the house; members of the senate; the governor; the lieutenant governor; officers and employees of the senate and house when those officers and employees are actually engaged in performing their official duties; candidates for state offices and their elections committee escorts during candidate speeches and press conferences; and, within the area specifically designated for media representatives, duly accredited reporters, photographers, correspondents, and commentators of press, radio, and television who have complied with Sections 16(1), (2), and (3) of this rule.

Section 13. INVITATION TO ADDRESS THE HOUSE.

A motion to invite a person to address the house while it is in session shall be in order only if the person invited is entitled to the privileges of the floor as defined by Section 11 of this rule and if no business is pending before the house.

Section 14. LOBBYING ON FLOOR.

No one, except the governor, member of the legislature, or registered lobbyist, who is lobbying or working for or against any pending or prospective legislative measure shall be permitted on the floor of the house or in the adjacent rooms while the house is in session. These individuals must remain outside of the railing at all times.

Section 15. PROPER DECORUM.

No person shall be admitted to, or allowed to remain in, the house chamber while the house is in session unless properly attired, and all gentlemen shall wear a coat and tie. Food or beverage shall not be permitted in the house chamber at any time, and no person carrying food or beverage shall be admitted to the chamber, whether the house is in session or in recess. Reading newspapers shall not be permitted in the house chamber while the house is in session.

Section 16. MEDIA ACCESS TO HOUSE CHAMBER.

- 1) When the house is in session, no media representative shall be admitted to the floor of the house or allowed its privileges unless the person is a salaried staff correspondent, reporter, or photographer regularly employed by a newspaper, a press association or news service serving newspapers, a publication requiring telegraphic coverage, or a duly licensed radio or television station or network or a staff member of the Youth and Government Print or Video News Media.
- 2) Any media representative seeking admission to the floor of the house under the provisions of Subsection (a) of this section may not attempt to persuade members to vote in a certain way but may canvas members on how they will vote on upcoming issues or have voted on issues already considered.
- 3) Members of the house shall not engage in interviews and press conferences on the house floor while the house is in session.

CHAPTER C. SPEAKING AND DEBATE

Section 17. WHEN TWO MEMBERS RISE AT ONCE.

When two or more members rise at once, the speaker shall name the one who is to speak first. This decision shall be final and not open to debate or appeal.

Section 18. RECOGNITION.

There shall be no appeal from the speaker's recognition, but the speaker shall be governed by rules and usage in priority of entertaining motions from the floor. When a member seeks recognition, the speaker may ask, "For what purpose does the member rise?" and may then decide if recognition is to be granted.

Section 19. INTERRUPTION OF A MEMBER WHO HAS THE FLOOR.

A member who has the floor shall not be interrupted by another member for any purpose, unless he or she consents to yield to the other member. A member desiring to interrupt another in debate should first address the speaker for the permission of the member speaking. The speaker shall then ask the member who has the floor if he or she wishes to yield, and then announce the decision of that member. The member who has the floor may exercise personal discretion as to whether or not to yield, and it is entirely within the member's discretion to determine who shall interrupt and when.

Section 20. YIELDING THE FLOOR.

A member who obtains the floor on recognition of the speaker may not be taken off the floor by a motion, even the highly privileged motion to adjourn, but if the member yields to another to make a motion or to offer an amendment, he or she thereby loses the floor.

Section 21. RIGHT TO OPEN AND CLOSE DEBATE.

The mover of any proposition, or the member reporting any measure from a committee, or, in the absence of either of them, any other member designated by such absentee, shall have the right to open and close the debate.

Section 22. TIME LIMITS ON SPEECHES.

All speeches shall be limited in time as indicated on the appropriate Procedure for Floor Debate document. The speaker shall call the members to order at the expiration of their time. If the house by a majority vote extends the time of any member, the extension shall be for no more than 2 minutes. A second extension of time shall be granted only by unanimous consent. The time limits established by this rule shall include time consumed in yielding to questions from the floor.

Section 23. LIMIT ON NUMBER OF TIMES TO SPEAK.

No member shall speak more than twice on the same question without leave of the house, nor more than once until every member choosing to speak has spoken, nor shall any member be permitted to consume the time of another member without leave of the house being given by a majority vote.

Section 24. EFFECT OF ADJOURNMENT ON SPEAKING LIMIT.

If a pending question is not disposed of because of an adjournment of the house, a member who has spoken twice on the subject shall not be allowed to speak again without leave of the house.

Section 25. TRANSGRESSION OF RULES WHILE SPEAKING.

If any member, in speaking or otherwise, transgresses the rules of the house, the speaker shall call the member to order, in which case the member so called to order shall immediately be seated; however, that member may move for an appeal to the house, and if appeal is duly seconded by 10 members, the matter shall be submitted to the house for decision by majority vote. The house shall, if appealed to, decide the matter without debate. If the decision is in favor of the member called to order, the member shall be at liberty to proceed; but if the decision is against the member, he or she shall not be allowed to proceed, and, if the case requires it, shall be liable to the censure of the house, or such other punishment as the house may consider proper.

Section 26. YIELDING OF TIME.

The author or sponsor of a main measure or amendment may, during the opening debate, yield any remaining time to closing debate, another member, the question and answer period, or to the chair.

CHAPTER D. QUESTIONS OF PRIVILEGE

Section 27. QUESTIONS OF PRIVILEGE DEFINED.

Questions of privilege shall be:

- 1) those affecting the rights of the house collectively, its safety and dignity, and the integrity of its proceedings; and
- 2) those affecting the rights, reputation, and conduct of members individually in their representative capacity only.

Section 28. PRECEDENCE OF QUESTIONS OF PRIVILEGE.

Questions of privilege shall have precedence over all other questions except motions to adjourn. When in order, a member may address the house on a question of privilege, provided it contains no reflection on any member of the house.

Section 29. WHEN QUESTIONS OF PRIVILEGE NOT IN ORDER.

It shall not be in order for a member to address the house on a question of privilege:

- 1) between the time an non-debatable motion is offered and the vote is taken on the motion;
- 2) between the time the previous question is ordered and the vote is taken on the last proposition included under the previous question; or
- 3) between the time a motion to table is offered and the vote is taken on the motion.

Section 30. CONFINING REMARKS TO QUESTION OF PRIVILEGE.

When speaking on privilege, members must confine their remarks within the limits of Section 27 of this rule, which will be strictly construed to achieve the purposes hereof.

Section 31. DISCUSSION OF MERITS OF MOTION FORBIDDEN.

Merits of a main or subsidiary motion shall not be discussed or debated under the guise of speaking to a question of privilege.

CHAPTER E. VOTING

Section 32. DISCLOSURE OF PERSONAL OR PRIVATE INTEREST.

Any member who has a personal or private interest in any measure or bill proposed or pending before the house shall disclose the fact and not vote thereon.

Section 33. FAILURE OR REFUSAL TO VOTE.

Any member who is present and fails or refuses to vote after being requested to do so by the speaker shall be recorded as present but not voting, and shall be counted for the purpose of making a quorum.

Section 34. PRESENCE IN HOUSE REQUIRED IN ORDER TO VOTE.

A member must be on the floor of the house in order to vote.

Section 35. VOTING FOR ANOTHER MEMBER.

Any member found guilty by the house of knowingly voting for another member shall be subject to discipline deemed appropriate by the house.

Section 36. INTERRUPTION OF A ROLL CALL.

Once a roll call has begun, it may not be interrupted for any reason. While a standing vote is being taken, or the vote is being counted, no member shall visit the clerk's desk.

Section 37. TIE VOTE.

All matters on which a vote may be taken by the house shall require for adoption a favorable affirmative vote as required by these rules, and in the case of a tie vote, the matter shall be considered lost. If the speaker did not vote during the original vote, he or she may break the tie by voting for or against the measure.

Section 38. VERIFICATION OF A YEA AND NAY VOTE.

When the result of a ye and nay vote is close, the speaker may on the request of any member order a standing vote, or the speaker may order a standing vote on his or her own initiative to verify the vote. During the verification of a vote, no member shall change a vote unless it was erroneously made, nor may any member not having voted cast a vote; however, when an error is made in reporting the yeas and nays, and correction thereof leaves decisive effect to the speaker's vote, the speaker may exercise the right to vote, even though the result has been announced. A verification of the vote shall be called for immediately after the vote is announced. The speaker shall not entertain a request for verification of the vote after the house has proceeded to the next question, or after a recess or an adjournment. A vote to recess or adjourn, like any other proposition, may be verified. Only one vote verification can be pending at a time. A verification may be dispensed with by a two-thirds vote.

Section 39. VERIFICATION OF A ROLL CALL.

The speaker may allow the verification of a roll call if in the speaker's opinion there is serious doubt as to the presence of a quorum.

Section 40. MOTION FOR A CALL OF THE HOUSE PENDING VERIFICATION.

A motion for a call of the house, and all incidental motions relating to it, shall be in order pending the verification of a standing vote by roll call. These motions must be made before the roll call begins, and it shall not be in order to break into the roll call to make them.

Section 41. ERRONEOUS ANNOUNCEMENT OF THE RESULT OF A VOTE.

If, by an error of the clerk in reporting the yeas and nays from a standing vote, the speaker announces a result different from that shown by the standing vote, the status of the question shall be determined by the vote as actually recorded. If the vote is erroneously announced in such a way as to change the true result, all subsequent proceedings in connection therewith shall fail, with the only recourse being a motion for reconsideration of the vote.

RULE 5. ORDER OF BUSINESS AND CALENDARS

Section 1. SPECIAL ORDERS.

- 1) Any single bill, resolution, or other measure may be made a special order for the same day or for a future day of the session by an affirmative vote of two-thirds of the members present. A motion to set a special order shall be subject to a two-minute pro and con debate. When once established as a special order, a bill, resolution, or other measure shall be considered from day to day until disposed of; and until it has been disposed of, no further special orders shall be made. A three-fourths vote of the members present shall be required to suspend the portion of this rule which specifies that only one special order may be made and pending at a time.
- 2) A special order may be considered at any point when a new bill may be laid before the house.

Section 2. TABLED MEASURES AS SPECIAL ORDERS.

A bill or resolution laid on the table subject to call may be made a special order.

Section 3. SUBSTITUTION IN MOTION FOR A SPECIAL ORDER.

When a motion is pending to set a particular bill or resolution as a special order, it shall not be in order to move as a substitute to set another bill or resolution as a special order. It shall be in order,

however, to substitute, by majority vote, a different time for the special order consideration than that given in the original motion.

Section 4. MEMBER'S SUSPENSION AND SPECIAL ORDER PRIVILEGES.

If a member moves to set a bill or joint resolution as a special order, or moves to suspend the rules to take up a bill or joint resolution out of its regular order, and the motion prevails, the member shall not have the right to make either of these motions again until every other member has had an opportunity, via either of these motions, to have some bill or joint resolution considered out of its regular order during that session of the legislature. A member shall not lose the suspension privilege if the motion to suspend or set for special order does not prevail.

Section 5. REQUIREMENTS FOR PLACEMENT ON THE CALENDAR.

No bill or resolution shall be placed on a calendar until:

- 1) it has been referred to and reported from its appropriate standing committee by favorable committee action; or
- 2) it has been reported unfavorably with a minority report or after a committee has reported its inability to recommend a course of action.

RULE 6. MOTIONS

CHAPTER A. GENERAL MOTIONS

Section 1. MOTIONS DECIDED WITHOUT DEBATE.

The following motions, in addition to any elsewhere provided herein, shall be decided without debate, except as otherwise provided in these rules:

- 1) to adjourn;
- 2) to lay on the table;
- 3) to lay on the table subject to call;
- 4) to order a call of the house, and all motions incidental thereto;
- 5) an appeal by a member called to order;
- 6) on questions relating to priority of business;
- 7) to amend the caption of a bill or resolution;
- 8) to extend the time of a member speaking under the previous question or to allow a member who has the right to speak after the previous question is ordered to yield the time, or a part of it, to another;
- 9) to reconsider and table.

Section 2. MOTIONS SUBJECT TO DEBATE.

The speaker shall permit the mover and one opponent of the motion three minutes each during which to debate the following motions without debating the merits of the bill, resolution, or other matter, and the mover of the motion may elect to either open the debate or close the debate, but the mover's time may not be divided:

- 1) to suspend the regular order of business and take up some measure out of its regular order;
- 2) to take up a bill or resolution laid on the table subject to call;
- 3) to set a special order;
- 4) to suspend the rules;
- 5) to order the previous question;
- 6) to order the limiting of amendments to a bill or resolution;

- 7) to take any other action required or permitted during the routine motion period by Rule 6, Section 1.

Section 3. MOTIONS ALLOWED DURING DEBATE.

When a question is under debate, the following motions, and none other, shall be in order, and such motions shall have precedence in the following order:

- 1) to adjourn;
- 2) to take recess;
- 3) to lay on the table;
- 4) to lay on the table subject to call;
- 5) for the previous question;
- 6) to postpone to a time certain;
- 7) to amend by striking out the enacting or resolving clause, which, if carried, shall have the effect of defeating the bill or resolution;
- 8) to amend;
- 9) to postpone indefinitely.

Section 4. MOTIONS NOT ALLOWED AT ANY TIME.

The following motions shall be ruled out of order at all times:

- 1) to impeach any Youth and Government officer;
- 2) to change the Youth and Government Conference dress code in any way;
- 3) to change the Youth and Government Conference schedule in any way;
- 4) to amend this section of the Joint Rules.

Section 5. STATEMENT OR READING OF A MOTION.

When a motion has been made, the speaker shall state it, or if it is in writing, order it read by the clerk; and it shall then be in possession of the house.

Section 6. WITHDRAWAL OF A MOTION.

A motion may be withdrawn by the mover at any time before a decision on the motion, even though an amendment may have been offered and is pending. It cannot be withdrawn, however, if the motion has been amended. After the previous question has been ordered, a motion can be withdrawn only by unanimous consent.

Section 7. MOTIONS TO ADJOURN OR RECESS.

A motion to adjourn or recess is only allowed when indicated in the Conference schedule or at the direction of the State Director or Legislative Director. The motion shall not be in order when:

- 1) when the house is voting on another motion; or
- 2) when the previous question has been ordered and before the final vote on the main question, unless a roll call shows the absence of a quorum.

Section 8. RECONSIDERATION OF VOTE TO ADJOURN OR RECESS.

The vote by which a motion to adjourn or recess is carried or lost shall not be subject to a motion to reconsider.

Section 9. ADJOURNING WITH LESS THAN A QUORUM.

A smaller number of members than a quorum may adjourn from day to day if adjournment is allowed

Section 10. MOTION TO TABLE.

A motion to lay on the table, if carried, shall have the effect of killing the bill, resolution, amendment, or other immediate proposition to which it was applied. Such a motion shall not be debatable, but the

mover of the proposition to be tabled, or the member reporting it from committee, shall by Section 6 of this Rule, and may compel the attendance of absent members.

It be allowed to close the debate after the motion to table is made and before it is put to a vote. When a motion to table is made to a debatable main motion, the main motion mover shall be allowed three minutes to close the debate, whereas the movers of other debatable motions sought to be tabled shall be allowed only one minutes to close. The vote by which a motion to table is carried or lost cannot be reconsidered. After the previous question has been ordered, a motion to table is not in order.

Section 11. MATTERS TABLED SUBJECT TO CALL.

When a bill, resolution, or other matter is pending before the house, it may be laid on the table subject to call. It can be taken from the table at any time except when there is another matter pending before the house. A bill, resolution, or other matter can be taken from the table only by a majority vote of the house. When a special order is pending, a motion to take a proposition from the table cannot be made unless the proposition is a privileged matter.

Section 12. MOTION TO POSTPONE.

A motion to postpone to a time certain may be amended and is debatable within narrow limits, but the merits of the proposition sought to be postponed cannot be debated. A motion to postpone indefinitely opens to debate the entire proposition to which it applies.

Section 13. POSTPONED MATTERS.

A bill or proposition postponed to a time certain shall be laid before the house at the time to which it was postponed, provided it is otherwise eligible under the rules and no other business is then pending. If business is pending, the postponed matter shall be deferred until the pending business is disposed of without prejudice.

Section 14. ORDER OF CONSIDERATION OF POSTPONED MATTERS.

If two or more bills, resolutions, or other propositions are postponed to the same time, and are otherwise eligible for consideration at that time, they shall be considered in the chronological order of their setting.

CHAPTER B. MOTION FOR THE PREVIOUS QUESTION

Section 15. MOTION FOR THE PREVIOUS QUESTION.

There shall be a motion for the previous question, which shall be admitted only when seconded by 25 members of the House or 5 members of the Senate. It shall be put by the chair in this manner: "The motion has been seconded. Three minutes pro and con debate will be allowed on the motion for ordering the previous question." As soon as the debate has ended, the chair shall continue: "All those in favor of ordering the previous question on (here state on which question or questions) say 'Aye,'" and then, "All those opposed say 'Nay.'" As in all other propositions, a motion for the previous question may be taken by a standing vote if demanded by three members. If ordered by a majority of the members voting, a quorum being present, it shall have the effect of cutting off all debate, except as provided in Section 16 of this rule, and bringing the house to a direct vote on the immediate question or questions on which it has been asked and ordered.

Section 16. DEBATE ON MOTION FOR PREVIOUS QUESTION.

On the motion for the previous question, there shall be no debate except as provided in Sections 2 and 16 of this rule. All incidental questions of order made pending decision on such motion shall be decided, whether on appeal or otherwise, without debate.

Section 17. LIMITATION OF DEBATE AFTER PREVIOUS QUESTION ORDERED.

After the previous question has been ordered, there shall be no debate upon the questions on which it has been ordered, or upon the incidental questions, except that the mover of the proposition (the bill author) or any of the pending amendments or any other motions, or the member making the report from the committee, or, in the case of the absence of either of them, any other member designated by such absentee, shall have the right to close the debate on the particular proposition or amendment. Then a vote shall be taken immediately on the amendments or other motions, if any, and then on the main question.

Section 18. SPEAKING ON AN AMENDMENT AS SUBSTITUTED.

When an amendment has been substituted and the previous question is then moved on the adoption of the amendment as substituted, the author of the amendment as substituted shall have the right to close the debate on that amendment in lieu of the author of the original amendment.

Section 19. SPEAKING ON A MOTION TO POSTPONE OR AMEND.

When the previous question is ordered on a motion to postpone indefinitely or to amend by striking out the enacting clause of a bill, the member moving to postpone or amend shall have the right to close the debate on that motion or amendment, after which the mover of the proposition or bill proposed to be so postponed or amended, or the member reporting it from the committee, or, in the absence of either of them, any other member designated by the absentee, shall be allowed to close the debate on the original proposition.

Section 20. APPLICATION OF THE PREVIOUS QUESTION.

The previous question may be asked and ordered on any debatable single motion or series of motions, or any amendment or amendments pending, or it may be made to embrace all authorized debatable motions or amendments pending and include the bill, resolution, or proposition. The previous question cannot be ordered, however, on the main proposition without including other pending motions of lower rank as given in Section 3 of this rule.

Section 21. LIMIT OF APPLICATION.

The previous question shall not extend beyond the final vote on a motion or sequence of motions to which the previous question has been ordered.

Section 22. AMENDMENTS NOT YET LAID BEFORE THE HOUSE.

Amendments on the speaker's desk for consideration which have not actually been laid before the house and read cannot be included under a motion for the previous question but are disposed of by passage of a motion for previous question on the main motion (the bill or resolution itself).

Section 23. MOVING THE PREVIOUS QUESTION AFTER A MOTION TO TABLE.

If a motion to table is made directly to a main motion, the motion for the previous question is not in order. In a case where an amendment to a main motion is pending, and a motion to table the amendment is made, it is in order to move the previous question on the main motion, the pending amendment, and the motion to table the amendment.

Section 24. NO SUBSTITUTE FOR MOTION FOR THE PREVIOUS QUESTION.

There is no acceptable substitute for a motion for the previous question, nor can other motions be applied to it.

Section 25. MOTION FOR THE PREVIOUS QUESTION NOT SUBJECT TO TABLING.

The motion for the previous question is not subject to a motion to table.

Section 26. MOTION TO ADJOURN AFTER MOTION FOR PREVIOUS QUESTION ACCEPTED.

The motion to adjourn is not in order after a motion for the previous question is accepted by the chair, or after the seconding of such motion and before a vote is taken.

Section 27. MOTION TO ADJOURN OR RECESS AFTER PREVIOUS QUESTION ORDERED.

No motion for an adjournment or a recess shall be in order after the previous question is ordered until the final vote under the previous question has been taken, unless the roll call shows the absence of a quorum.

Section 28. MOTIONS IN ORDER AFTER PREVIOUS QUESTION ORDERED.

After the previous question has been ordered, no motion shall be in order until the question or questions on which it was ordered have been voted on, without debate, except:

- 1) a motion for a call of the house, and motions incidental thereto;
- 2) a motion to extend the time of a member closing on a proposition;
- 3) a motion to permit a member who has the right to speak to yield the time or a part thereof to another member;
- 4) a request for a verification of a vote and the subsequent standing vote;
- 5) a motion to reconsider the vote by which the previous question was ordered. A motion to reconsider may be made only once and that must be before any vote under the previous question has been taken;
- 6) a motion to table a motion to reconsider the vote by which the previous question has been ordered.

Section 29. ADJOURNING WITHOUT A QUORUM.

When the house adjourns without a quorum under the previous question, the previous question shall remain in force and effect when the bill, resolution, or other proposition is again laid before the house.

CHAPTER C. RECONSIDERATION

Section 30. MOTION TO RECONSIDER A VOTE.

When a question has been decided by the house, any member voting with the prevailing side may, on the same legislative day, or on the next legislative day, move for a reconsideration of the vote. If the motion to reconsider fails, or on reconsideration, the house affirms its decision, no further action to reconsider shall be in order.

Section 31. DEBATE ON MOTION TO RECONSIDER.

A motion to reconsider shall be debatable only when the question to be reconsidered is debatable. Even though the previous question was in force before the vote on a debatable question was taken, debate is permissible on the reconsideration of such debatable question.

Section 32. MAJORITY VOTE REQUIRED.

Every motion to reconsider shall be decided by a majority vote, even if the vote on the original question requires a two-thirds of greater vote for affirmative action. If the motion to reconsider prevails, the question then immediately recurs on the question reconsidered.

Section 33. WITHDRAWAL OF MOTION TO RECONSIDER.

A motion to reconsider cannot be withdrawn unless permission is given by a majority vote of the house, and the motion may be called up by any member.

Section 34. TABLING MOTION TO RECONSIDER.

A motion to reconsider shall be subject to a motion to table, which, if carried, shall be a final disposition of the motion to reconsider.

RULE 7. BILLS

Section 1. CONTENTS OF BILLS.

Proposed laws or changes in laws must be incorporated in bills, which shall consist of:

- (1) a title or caption, beginning with the words "A Bill to be Entitled An Act" and a brief statement that gives the legislature and the public reasonable notice of the subject of the proposed measure;
- (2) an enacting clause, "Be It Enacted by the YMCA Youth Legislature of the State of Texas"; and
- (3) the bill proper.

Section 2. LIMITING A BILL TO A SINGLE SUBJECT.

Each bill shall contain only one subject. A general appropriations bill, which is not singular in purpose or subject is not an allowed bill topic within the context of Youth and Government.

Section 3. COAUTHORSHIP, SPONSORSHIP, AND COSPONSORSHIP.

- 1) A house bill or resolution may have only one primary author and one secondary author. Any member appearing as a primary or secondary author on a bill or resolution may not appear as a primary or secondary author on any other bill.
- 2) If possible, the determination of the house sponsor for a senate measure is to be made at the time the measure is reported from committee and written on the committee report. If no house sponsor is identified on the committee report the speaker shall ask for the house sponsor to identify himself or herself, along with any single cosponsor, when he or she informs the house that the passed senate measure has been received and placed on the docket.
- 3) A co-author, sponsor or cosponsor may perform any actions that the author may perform.

Section 4. FILING, FIRST READING, AND REFERRAL TO COMMITTEE.

All bills and resolutions shall be filed with the State Director by the District Directors by the deadline indicated on the annual state calendar. The State Director or a designee shall refer all bills to the appropriate committee.

Section 5. CONSIDERATION IN COMMITTEE.

No bill shall be considered unless it first has been referred to a committee and reported from it.

Section 6. ORDER OF CONSIDERATION.

All bills and resolutions before the house shall be taken up and acted on in the order in which they appear on the house calendar.

Section 7. DEADLINES FOR CONSIDERATION.

Bills received from the opposing house that are laid out for consideration during the Saturday afternoon session may not be amended due to time limitations that would prevent gubernatorial action if the bill were to be ultimately passed. Therefore, the receiving house must concur with the bill as amended by the originating house to pass the bill.

Section 8. PRINTED COPIES REQUIRED PRIOR TO CONSIDERATION.

A printed copy of each bill or resolution shall be included in the conference bill book.

Section 9. REQUIREMENT FOR THREE READINGS.

A bill shall not have the force of law until it has been read on three several legislative days in each house and free discussion allowed, unless, in case of imperative public necessity (which necessity shall be stated in the preamble or in the body of the bill), this provision is suspended by a vote of four-fifths of the members present and voting, a quorum being present. The yeas and nays shall be taken on the question of suspension and entered in the journal.

Section 10. PASSAGE TO ENGROSSMENT ON THIRD READING.

After a bill or complete committee substitute for a bill has been taken up and read, amendments shall be in order. If no amendment is made, or if those proposed are disposed of, then the final question on its second reading shall be, in the case of a house bill, whether it shall be passed to engrossment, or, in the case of a senate bill, whether it shall pass to its third reading. All bills ordered passed to engrossment or passed to a third reading shall remain on the calendar on which placed, but with future priority over bills on the same calendar that have not passed second reading.

Section 11. CERTIFICATION OF FINAL PASSAGE.

The chief clerk shall certify the final passage of each bill, noting on the bill the date of its passage, and the vote by which it passed, if by a standing vote.

Section 12. RESOLUTION TO RECALL BILL FROM THE SENATE.

A resolution to recall a bill from the senate shall be in order if a motion to reconsider the vote by which the bill finally passed has been made and adopted within the time prescribed by the rules.

Section 13. EFFECTIVE DATE.

Every law passed by the legislature, except the General Appropriations Act, shall take effect or go into force 90 days after the adjournment of the session at which it was enacted. In case of an emergency, which must be expressed in a preamble or in the body of the act, the legislature may, by a vote of two-thirds of all the members elected to each house, provide otherwise. The vote shall be taken by yeas and nays and entered in the journals.

Section 14. BILLS CONTAINING SAME SUBSTANCE AS DEFEATED BILL.

After a bill or resolution has been considered and defeated by either house of the legislature, no bill or resolution containing the same substance shall be passed into law during the same session.

RULE 8. JOINT RESOLUTIONS

Section 1. AMENDMENTS TO THE TEXAS CONSTITUTION.

- 1) A proposed amendment to the Texas Constitution shall take the form of a joint resolution, which shall be subject to the rules that govern the proceedings on bills, except as provided by this section.
- 2) A joint resolution shall be adopted on any reading after the first if it receives a two-thirds vote of the elected membership of the house. If such a joint resolution receives only a majority vote on second reading, it shall be passed to engrossment, and subsequent proceedings shall be the same as those governing the final passage of bills which have been passed to engrossment. If

such a joint resolution does not receive a two-thirds vote of the elected membership of the house on third reading and final passage, it shall fail of adoption.

Section 2. RATIFYING OR PROPOSING AMENDMENTS TO THE CONSTITUTION OF THE UNITED STATES.

Ratification by Texas of a proposed amendment to or application to Congress for a convention to amend the Constitution of the United States shall take the form of a joint resolution, which shall be subject to the rules that govern the proceedings on bills, except that it shall be adopted on second reading if it receives a majority vote of the members present and voting, a quorum being present. If such a joint resolution fails to receive a majority vote, it shall fail of adoption and shall not be considered again unless revived by a motion to reconsider as otherwise provided in the rules.

RULE 9. HOUSE RESOLUTIONS AND CONCURRENT RESOLUTIONS

Section 1. FILING.

Resolutions shall be introduced by the filing with the chief clerk, who shall number and record house resolutions in one series and concurrent resolutions in a separate series.

Section 2. ORDER OF CONSIDERATION.

Unless privileged, resolutions shall be considered by the house only at the time assigned for their consideration on the calendar.

Section 3. SIGNING BY GOVERNOR.

Concurrent resolutions shall take the same course as house resolutions, except that they shall be sent to the governor for signing when finally passed by both houses.

Section 4. RESOLUTIONS AUTHORIZING TECHNICAL CORRECTIONS.

Resolutions authorizing the enrolling clerk of the house or senate to make technical corrections to a measure that has been finally acted upon by both houses of the legislature shall be privileged in nature and need not be referred to committee. Such resolutions shall be eligible for consideration by the house upon introduction in the house or receipt from the senate.

RULE 10. AMENDMENTS

Section 1. ACCEPTABLE MOTIONS TO AMEND.

When a bill, resolution, motion, or proposition is under consideration, a motion to amend and a motion to amend that amendment shall be in order. It shall also be in order to offer a further amendment by way of a substitute. Such a substitute may not be amended. If the substitute is adopted, the question shall then be on the amendment as substituted, and under this condition an amendment is not in order. Amendments to a main motion (the bill or resolution being considered) must be made in writing on the designated amendment form and must be submitted during the allotted timeframe.

Section 2. MOTIONS ON A DIFFERENT SUBJECT OFFERED AS AMENDMENTS.

No motion or proposition on a subject different from the subject under consideration shall be admitted as an amendment or as a substitute for the motion or proposition under debate. "Proposition" as used in this section shall include a bill, resolution, joint resolution, or any other motion which is amendable.

Section 3. AMENDING A BILL TO CHANGE ITS ORIGINAL PURPOSE.

No bill shall be amended in its passage through either house so as to change its original purpose.

Section 4. AMENDMENTS ON THIRD READING.

When a bill has been taken up on its third reading, amendments shall be in order, but shall require a two-thirds vote of the members present for their adoption.

Section 5. ORDER OF OFFERING MOTIONS TO AMEND.

Motions to amend shall be offered in the following order:

- 1) motions to amend by striking out the enacting clause of a bill (or the resolving clause of a resolution), which amendment cannot be amended or substituted;
- 2) original amendment;
- 3) amendment to the amendment;
- 4) substitute for the amendment to the amendment.

Recognition for the offering of original amendments shall be as follows: first, the bill or resolution author; second, the member or members offering committee amendment(s); and third, members offering other amendments from the floor.

Motions to amend the caption of a bill or joint resolution, which may also be offered in accordance with Section 7 of this rule shall be considered after all other amendments have been considered.

Section 6. STRIKE OUTS AND INSERTIONS.

- 1) A motion to strike out and to insert new matter in lieu of that to be stricken out shall be regarded as a substitute and shall be indivisible and therefore considered as one change.
- 2) Matter inserted or stricken out of an original bill by way of amendment may not be taken out or reinserted at a later time on the same reading except under the following conditions:
 - a) reconsideration of the inserting or deleting amendment;
 - b) adoption of a "substitute bill" amendment;
 - c) adoption of an amendment for a whole paragraph, section or subdivision of a bill which so materially changes the original text that the portion inserted or deleted is in fact of minor importance.

Section 7. AMENDING CAPTIONS.

- 1) An amendment to the caption of a bill or resolution shall not be in order until all other proposed amendments have been acted on and the house is ready to vote on the passage of the measure.
- 2) If the previous question has been ordered on a bill or joint resolution at any reading, an amendment to the caption of that bill or joint resolution may be offered and voted on immediately preceding the final vote on the bill or joint resolution.

Section 8. MOTION TO LIMIT AMENDMENTS.

- 1) A motion to limit amendments shall be admitted only when seconded by 25 members. The motion may take either of two forms:
 - a) to limit amendments to those already submitted to the house; or
 - b) to limit amendments to a number certain.
- 2) The motion shall be put by the chair in this manner: "The motion has been seconded. Two minutes pro and con debate will be allowed on the motion to limit amendments." As soon as the debate has ended, the chair shall continue: "All those in favor of limiting amendments on (here state on which question or questions) please say 'Aye,'" and then "All those opposed please say 'Nay.'" As in all other propositions, a motion to limit amendments shall be decided by a standing

vote if demanded by three members. If ordered by a majority of the members voting, a quorum being present, the motion shall have the effect of confining further debate and consideration to those amendments included within the motion, and thereafter the chair will accept no more amendments to the proposition to which the motion is applied.

- 3) The motion to limit amendments, if adopted, shall not in any way cut off or limit debate or other parliamentary maneuvers on the pending proposition or propositions or amendment or amendments included within the motion.
- 4) The amendments that are included within the motion to limit amendments shall each be subject to amendment, if otherwise permitted under the rules.

Section 9. MOTION TO TABLE A MOTION TO LIMIT AMENDMENTS.

The motion to limit amendments is not subject to a motion to table.

Section 10. ORDER OF VOTING ON AMENDMENTS.

When an amendment is offered, followed by an amendment to that amendment, and then a substitute for the amendment to the amendment, these questions shall be voted on in the reverse order of their offering with adoption of any version negating the need to vote on any remaining versions.

Section 11. CERTIFICATION OF ADOPTION OF AMENDMENTS.

When an amendment is adopted, such action shall be certified by the chief clerk on the amendment, and the official copy of the amendment shall then be securely attached to the bill or resolution which it amends.

RULE 11. PRINTING

Section 1. PRINTINGS OF BILLS AND JOINT RESOLUTIONS.

As indicated in Rule 7, Sections 4 and 8, all bills submitted to the State Director or designee that are within Youth and Government guidelines, in the prescribed format and submitted before any established deadlines will be assigned to committee and printed in the official conference bill book with a copy provided to each registered member.

RULE 12. INTERACTIONS WITH THE GOVERNOR AND SENATE

CHAPTER A. MESSAGES

Section 1. MESSAGES FROM THE GOVERNOR.

Messages and communications from the governor shall be received when announced, and shall be read on the calendar day received.

CHAPTER C. CONFERENCE COMMITTEES

Section 2. MEMBERSHIP AND OPERATION.

In all conferences between the senate and the house by committee, the number of committee members from each house shall be five. Each committee shall take all votes on matters of difference separately. A majority of each committee shall be required to determine the matter in dispute. Reports by conference committees must be signed by a majority of each committee of the conference.

Section 3. MEETINGS.

House conferees when meeting with senate conferees to adjust differences shall meet in public. Any such meeting shall be open to the news media. The house shall not consider any conference committee report adopted in private.

Section 4. INSTRUCTIONS.

Instructions to a conference committee shall be made after the conference is ordered and before the conferees are appointed by the speaker, and not thereafter.

Section 5. LIMITATIONS ON JURISDICTION.

Conference committees shall limit their discussions and their actions solely to the matters in disagreement between the two houses. A conference committee shall have no authority with respect to any bill or resolution:

- a) to change, alter, or amend text which is not in disagreement;
- b) to omit text which is not in disagreement;
- c) to add text on any matter which is not in disagreement;
- d) to add text on any matter which is not included in either the house or senate version of the bill or resolution.

This rule shall be strictly construed by the presiding officer in each house to achieve these purposes.

Section 6. CONFERENCE COMMITTEE REPORTS.

Conference committee reports must be provided to the presiding officer of each house as soon as action is taken. Each original conference committee report shall contain the following:

- 1) the names and signatures of the house conferees and senate conferees who voted to adopt the conference committee report; and
- 2) the text of the bill or resolution as adopted by the conference committee highlighting where the conference committee report differs from the house and senate version of the bill, resolution, or other matter in disagreement.

Section 7. CONSIDERATION OF REPORTS.

A conference committee report is not subject to amendment, but must be accepted or rejected in its entirety. While a conference committee report is pending, a motion to deal with individual amendments in disagreement is not in order.

Section 8. WHEN REPORTS NOT ACCEPTABLE.

When a conference committee report is not acceptable to the house for any reason, it may be recommitted to the same committee with the request for further consideration, and the house may or may not give any specific instructions on the report to the conference committee; or the house may request the appointment by the senate of a new conference committee and then proceed to empower the speaker to name new conferees for the house.

RULE 13. GENERAL PROVISIONS

Section 1. WHEN RULES ARE SILENT.

If the rules are silent or inexplicit on any question of order or parliamentary practice, the house parliamentarian shall be considered as authority. Appeals to any decision shall be made to the Legislative Director or designee whom shall make the final determination.

Section 2. AMENDMENTS TO THE RULES.

- 1) Amendments to the rules of the house shall be proposed by house resolution.

- 2) Amendments to the rules shall require a majority vote of the house for adoption.
- 3) Amendments to the rules may not conflict with or modify in any way provisions of the constitution, the statutes, the joint rules of the two houses, or any Youth and Government Conference Rules.

Section 3. MOTION TO SUSPEND THE RULES.

A motion to suspend the rules shall be in order at any time, except when motions to adjourn or recess are pending, even when the house is operating under the previous question. A motion to "suspend all rules" shall be sufficient to suspend every rule under which the house is operating for a particular purpose except the provisions of the constitution, the statutes, the joint rules of the two houses, and Youth and Government Conference Rules. If the rules have been suspended on a main motion for a given purpose, no other motion to suspend the rules on a main motion shall be in order until the original purpose has been accomplished.

Section 4. NOTICE OF PENDING MOTION TO SUSPEND THE RULES.

It shall not be in order to move to suspend the rules or the regular order of business to take up a measure out of its regular order, and the speaker shall not recognize anyone for either purpose, unless the speaker has announced to the house in session that the speaker would recognize a member for that purpose at least 15 minutes before the member is so recognized to make the motion. This rule may be suspended only by unanimous consent.

Section 5. VOTE REQUIREMENTS FOR SUSPENSION.

A standing rule of the house may be suspended by an affirmative vote of two-thirds of the members present. However, if a rule contains a specific provision showing the vote by which that rule may be suspended, that vote shall be required for the suspension of the rule. The specific provision may not be suspended under the provisions of this section.

Section 6. DISPOSAL OF MEASURES TAKEN UP UNDER SUSPENSION.

Any measure taken up under suspension and not disposed of on the same day shall go over as pending or unfinished business to the next day that the house is in session.

