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SENATE RULES FOR THE FIFTY-SIXTH OKLAHOMA LEGISLATURE (2017-2018)

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BEING THE STANDING RULES FOR CONDUCTING BUSINESS OF
THE STATE SENATE OF OKLAHOMA,
FIFTY-SIXTH OKLAHOMA LEGISLATURE (2017-2018)

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RULE 1: AUTHORITY, APPLICATION, PURPOSE, INTERPRETATION AND AMENDMENT OF THE RULES

22 **RULE 1-1. AUTHORITY AND APPLICATION.** The Oklahoma State Senate hereby adopts these
23 rules pursuant to the authority of Section 30 of Article V of the Oklahoma Constitution. Upon
24 adoption by a majority of the members of the Senate unless and until amended, the following rules
25 shall be the rules for the conduct of business by the Senate.

26
27 **RULE 1-2. PURPOSE.** The purpose of the rules is to provide the members of the Senate with
28 uniform, easily understood procedures for the conduct of business.

29
30 **RULE 1-3. INTERPRETATION.** When the Senate is in daily session, interpretation of the rules
31 shall be made by the President Pro Tempore or by an elected member of the Senate designated by
32 the President Pro Tempore as Presiding Officer pursuant to Rule 2-4; when a committee is meeting,
33 interpretation of the rules shall be made by the Chair, or in the Chair's absence the Vice-Chair, of
34 the committee; and at all other times interpretation of the rules shall be made by the President Pro
35 Tempore of the Senate. Such interpretations shall be final unless an appeal of a ruling is made
36 successfully pursuant to Rule 9-14.

37
38 **RULE 1-4. AMENDMENT.** Any Senate Rule may be amended upon two-thirds vote of the
39 members of the Senate.

40
41 **RULE 1-5. SUSPENSION.** Except as provided in subsection D of Rule 8-30 or subsection F of
42 Rule 8-32, any Senate Rule may be suspended upon two-thirds vote of the members of the Senate.
43

1 **RULE 1-6. MASON'S MANUAL.** For matters not specifically covered under the Senate Rules, the
2 person making an interpretation of the Rules pursuant to the provisions of Rule 1-3 may apply the
3 provisions of Mason's Manual of Legislative Procedure.
4

5 **RULE 2: SENATE OFFICERS**

6
7 **RULE 2-1. OFFICERS.** Officers of the Senate shall be:

8
9 The President, who shall be the Lieutenant Governor of the State of Oklahoma;

10
11 The President Pro Tempore, who shall be the Presiding Officer of the Senate;

12
13 Such other officers as may be designated by the Majority and Minority caucuses; provided,
14 the Majority Caucus shall designate one officer who shall serve as acting President Pro Tempore in
15 the event that the President Pro Tempore vacates the office on a temporary basis. If the President
16 Pro Tempore shall vacate the office on a permanent basis, the officer so designated by the Majority
17 Caucus shall serve as acting President Pro Tempore until such time as the Senate shall elect a new
18 President Pro Tempore;

19
20 The Secretary, who shall not be a member of the Senate; and

21
22 The Sergeant at Arms, who shall not be a member of the Senate. The Sergeant shall serve at
23 the pleasure of the Senate and shall be appointed to his or her office by the Secretary of the Senate.
24

25 **RULE 2-2. ELECTION.** Pursuant to the provisions of Section 28 of Article V of the Oklahoma
26 Constitution, the President Pro Tempore shall be elected by a majority of the members of the Senate
27 when the Senate convenes on the first Tuesday after the first Monday in January of each odd-
28 numbered year. The Secretary of the Senate shall be elected by a majority of the members following
29 the election of the President Pro Tempore.
30

31 **RULE 2-3. TERMS.** The terms of all member officers of the Senate shall begin on the first
32 Tuesday after the first Monday in January of each odd-numbered year and such officers shall hold
33 office until their successors are chosen or conclusion of their term of office in the Senate, whichever
34 is earlier; provided, however, that the designee of the Majority Caucus for the office of President Pro
35 Tempore and the designee of the Minority Caucus for the office of Minority Floor Leader shall
36 assume the duties of and have the full authority of their respective offices on the fifteenth day
37 following the General Election.
38

39 **RULE 2-4. DUTIES AND AUTHORITY OF THE PRESIDENT PRO TEMPORE.**

40
41 **A. CHIEF EXECUTIVE OFFICER.** The President Pro Tempore shall be the chief executive
42 officer of the Senate and shall prescribe all policies not otherwise provided by law or by the rules.
43

44 The President Pro Tempore shall serve as Presiding Officer of the Senate during its daily
45 sessions but may in writing designate other members of the Senate to serve as Presiding Officers at

1 such times as the President Pro Tempore deems appropriate. Wherever the title “Presiding Officer”
2 appears in the rules it shall mean the President Pro Tempore or an elected member of the Senate
3 designated by the President Pro Tempore as Presiding Officer.
4

5 **B. REFERRAL TO COMMITTEES.** The President Pro Tempore may refer any matter
6 concerning exercise of the Senate's discretionary powers and duties under Section 30 of Article V of
7 the Oklahoma Constitution to a standing committee or select committee, as the President Pro
8 Tempore deems appropriate.
9

10 **C. LEADERSHIP STAFF.** The President Pro Tempore shall be entitled to employ a
11 leadership staff, one of whom shall be designated as the “Chief of Staff.” Leadership staff shall serve
12 at the discretion of, for such compensation pursuant to law as may be determined by, and perform
13 such duties as prescribed by, the President Pro Tempore.
14

15 **D. MANDATORY AUDIT.** The President Pro Tempore shall cause an audit of the Senate's
16 expenditures to be made at least once each fiscal year.
17

18 **E. PHYSICAL PROPERTY MANAGEMENT.** The President Pro Tempore shall be
19 responsible for the physical property of the Senate and for that portion of the Capitol assigned to
20 the Senate.
21

22 **F. SENATE LOUNGE AND ANTEROOMS.** The President Pro Tempore may prescribe
23 policies restricting the use of the Senate lounge and any rooms adjoining the lounge or the Senate
24 chamber.
25

26 **RULE 2-5. DUTIES OF THE SECRETARY OF THE SENATE.** The President Pro Tempore shall
27 determine the duties to be performed for the Senate by the Secretary of the Senate. The Secretary of
28 the Senate shall ensure all official records of the proceedings of the Senate and its committees shall
29 be open for public inspection during regular office hours.

30 **RULE 3: MEMBERSHIP OF THE SENATE**

31
32 **RULE 3-1. MEMBERSHIP OF THE SENATE.** Pursuant to Section 9A of Article V of the
33 Oklahoma Constitution, the Senate shall maintain forty-eight Senate districts.
34

35 **RULE 3-2. JUDGING THE QUALIFICATIONS OF ITS MEMBERS.** Pursuant to the authority
36 granted by Section 30 of Article V of the Oklahoma Constitution, all questions and disputes on the
37 elections, returns and qualifications of a person elected to the Office of Senator shall be the final
38 jurisdiction of the Senate. A sitting member of the Senate contesting the election, returns and
39 qualifications of a Senator or person certified by the State Election Board to serve as a Senator shall
40 file the challenge with the Secretary of the Senate. The Senate shall dispose of all challenges or
41 contests in an expeditious manner.
42

43 **RULE 3-3. ATTENDANCE.** A member of the Senate not present during the roll call of Senators
44 shall only be marked as present if the Senator casts a vote in committee or otherwise informs the

1 Secretary of the Senate he or she is present in person in the Senate Chamber. A member of the
2 Senate who is absent from a daily session shall be shown as "excused."
3

4 **RULE 3-4. EXECUTIVE ASSISTANTS.** Each member of the Senate shall be entitled to designate
5 an executive assistant. Executive assistants shall serve at the discretion of, and perform such duties
6 as prescribed by, the individual member of the Senate for whom employed, subject to such policies
7 as may be established by the President Pro Tempore.
8

9 **RULE 4: SENATE EMPLOYEES**

10
11 **RULE 4-1. CHIEF OPERATING OFFICER.** The President Pro Tempore shall designate a Chief
12 Operating Officer to be responsible for duties not assigned to the Secretary of the Senate.
13

14 A. The Chief Operating Officer, under direction of the President Pro Tempore, shall be
15 authorized to perform routine repairs, maintenance and upkeep on that property and
16 facilities entrusted to the Senate for upkeep and maintenance.
17

18 B. The Chief Operating Officer, under direction of the President Pro Tempore, may issue
19 credentials to representatives of the news media and may limit access to the Press
20 Gallery to those members of the news media holding such credentials.
21

22 **RULE 4-2. COMPTROLLER.** The Senate shall have an employee acting as Comptroller who shall
23 report to the Chief Operating Officer. The Comptroller shall be responsible for the issuance of all
24 warrants and vouchers and the maintenance of an accurate account of expenditures by the Senate.
25

26 **RULE 4-3. SERVICE STAFF.** As authorized in Section 271 of Title 74 of the Oklahoma Statutes,
27 which prescribes the Senate as the sole judge of the number, duties and compensation of its
28 employees, the Chief Operating Officer, subject to the review and supervision of the President Pro
29 Tempore, shall be authorized to employ service staff. Service staff shall be employed according to
30 policies established by the President Pro Tempore and shall receive such compensation pursuant to
31 law as may be determined by, and perform such duties as prescribed by, the President Pro Tempore.
32
33

34 **RULE 5: CONDUCT AND ETHICAL STANDARDS**

35
36 **RULE 5-1. LEGISLATIVE CONDUCT.** Every Senator shall conduct himself or herself to justify
37 the confidence placed in him or her by the people and, by personal example and admonition to
38 colleagues, shall maintain the integrity and responsibility of his or her office.
39

40 **RULE 5-2. DECORUM.** The decorum of members of the Senate and employees of the Senate
41 during the daily sessions of the Senate shall be determined by the Rules of the Senate and shall be
42 enforced by the Presiding Officer.
43

1 **RULE 5-3. SUPPLIES AND EQUIPMENT.** The use of Senate supplies and equipment is
2 restricted to official Senate business. Questions of compliance shall be resolved by the President
3 Pro Tempore or, at the discretion of the President Pro Tempore, the Rules Committee.
4

5 **RULE 5-4. LOBBYISTS.** All lobbying activities in the Senate shall be governed and regulated by
6 law and by the Rules of the Senate.
7

8 **RULE 5-5. CODE OF CONDUCT AND ETHICAL STANDARDS.**

9 1. A coat, tie and slacks or trousers shall be worn by male members and appropriate
10 professional attire shall be worn by female members of the Senate and other persons granted
11 privileges of the floor in the chamber during sessions of the Senate.
12

13 2. Complaints pertaining to employees should be made to the proper authority rather
14 than to the individual. Under no circumstances should complaints pertaining to employees be
15 made on the floor of the Senate, in committee meetings or in other public forums.
16

17 3. On the floor during session and in committee, members should endeavor to be
18 congenial and complimentary. Members should avoid personal attacks and dealing in
19 personalities. During public occasions away from the Capitol, members should endeavor to keep
20 personalities out of their discussions and deal with programs, not personalities.
21

22 4. The consumption of alcohol is forbidden in the chamber, and any member who is in
23 the chamber in an intoxicated state will be removed by security personnel.
24

25 5. It is beneath the dignity of the Senate for members to consume food products in the
26 chamber.
27

28 6. It is beneath the dignity of the Senate for a member to sit upon a desk, or to place his
29 or her feet upon a desk in the chamber.
30

31 7. While a Senator is speaking, no Senator should enter into any disturbing private
32 conversation or pass between the speaking Senator and the Presiding Officer. Profane, obscene,
33 or indecent language is discouraged in the Senate and in all standing or special committees of the
34 Senate. The use of cellular telephones, pagers or other audible electronic devices during formal
35 Senate proceedings, either on the floor of the Senate or in committee, is discouraged.
36

37 8. A Senator shall address other members with the title "Senator" when addressing one
38 another during formal Senate proceedings either on the floor of the Senate or in committee.
39

40 9. No member shall be permitted to vote on any question unless said member is
41 physically present on the floor of the Senate at the time the vote is taken.
42

43 10. The President Pro Tempore or the Majority Floor Leader shall designate those Senate
44 employees who shall be granted privileges of the floor during any session of the Senate, said
45 employees to be limited to those whose work requires their presence. Any member desiring to

1 bring a guest to the floor of the Senate shall first notify the Majority Floor Leader. No such
2 guest shall enter the chamber until privileges of the floor have been granted pursuant to Rule 8-7.
3

4 11. No person other than a member of the Senate shall cause materials to be distributed
5 on each desk in the Senate chamber without first having obtained approval by the Majority Floor
6 Leader. The sponsoring Senator will be identified. Any material so distributed shall be
7 considered a public record from the time of such distribution.
8

9 12. Any member who feels that the standards of the Senate are being violated by either a
10 member of the Senate or the staff should seek redress by submitting a complaint to the President
11 Pro Tempore concerning the violation.
12

13 **RULE 6: LEGISLATION**

14 **Chapter 1: General Provisions**

15 **RULE 6-1. LEGISLATION.** Legislation to be considered by the Senate shall be limited to Senate
16 Bills, Senate Joint Resolutions, Senate Concurrent Resolutions, Senate Resolutions, House Bills,
17 House Joint Resolutions and House Concurrent Resolutions.
18

19 **RULE 6-2. INTRODUCTION.** Except as may be limited by Rule 6-22, Senate Bills, Senate Joint
20 Resolutions, Senate Concurrent Resolutions and Senate Resolutions may be introduced at any time
21 beginning on the fifteenth day of November of each even-numbered year and ending at the time of
22 sine die adjournment of the Second Session during the following even-numbered year. Legislation
23 may be introduced by presentation to the Secretary of the Senate, together with as many copies as
24 may be prescribed by the Secretary of the Senate. Each Senate Bill or Resolution shall be assigned a
25 number by the Secretary of the Senate. House Bills, House Joint Resolutions and House
26 Concurrent Resolutions may be introduced upon receipt of a message from the House of
27 Representatives advising passage and engrossment of the measure.
28

29 **RULE 6-3. FORM.** No legislation shall be introduced in the Senate, except for House Bills, House
30 Joint Resolutions and House Concurrent Resolutions, unless that legislation shall include a Title and
31 an Enacting or Resolving Clause.
32

33 **RULE 6-4. RESTRICTIONS.** Senate Concurrent Resolutions, Senate Resolutions and House
34 Concurrent Resolutions shall be considered only for the following purposes:
35

36 A. Memorializing Congress, the President of the United States, or an executive agency of
37 the federal government;
38

39 B. Communicating with another entity of state government, or a subdivision thereof;
40

41 C. Expressing legislative intent;
42

43 D. Expressing policies of the Senate; and
44

1 E. Such other purposes specifically approved by the President Pro Tempore.

2
3 **RULE 6-5. AUTHORS AND COAUTHORS.** After introduction in the Senate of any bill or
4 resolution, no Senator or Representative shall be shown or removed as author or coauthor on the
5 face of the bill or resolution unless the Senator or Representative shall submit a written or electronic
6 request to be so shown to the Secretary of the Senate or person designated by the Secretary of the
7 Senate. The change in authorship shall be shown on the face of the next official version of the bill
8 or resolution; provided, however, a printed substitute for or an electronic version of a bill or
9 resolution may show in parentheses, and the electronic voting machine may display immediately, any
10 author or coauthor changes that have been submitted.

11
12 While a Senate Bill, Senate Joint Resolution or Senate Concurrent Resolution is within the
13 physical control of the Senate, the principal Senate author of the bill or resolution shall have full and
14 complete discretion in determining who the principal House author of the bill or resolution shall be.

15
16 **RULE 6-6. DISTRIBUTION OF LEGISLATION.** No legislation or amendment shall be
17 considered by the Senate unless a copy has been distributed to the desks of all members of the
18 Senate, or has been made available to all members electronically, on a legislative day previous to
19 consideration of the legislation.

20
21 **RULE 6-7. FINAL ACTION.** If final action is such as to defeat an amendment, a bill or a
22 resolution, no other amendment, bill or resolution having the same effect and covering the same
23 specific or substantially similar subject matter shall be considered by the Senate during either session
24 of the current Legislature, unless otherwise approved by the President Pro Tempore. Action
25 constituting “final action” includes:

- 26
27 1. Failure of the motion “Do Pass” or “Do Pass as Amended” on a vote in a committee;
28
29 2. If a vote is taken on Third Reading or Fourth Reading and the measure fails to receive
30 the required number of votes for passage, and
31 a. no notice is served to reconsider the vote,
32 b. a motion to reconsider the vote fails to prevail or expires, or
33 c. a motion to table the motion to reconsider prevails; or
34
35 3. In the case of an amendment, if the amendment fails to receive the required number of
36 votes for adoption or if a motion to table prevails.

37
38 **RULE 6-8. FINANCIAL IMPACT VERIFICATION.**

39 A. No amendment, bill or resolution which creates or expands a requirement for insurance
40 coverage provided to state employees by a state agency shall be considered by the Senate or any
41 committee thereof unless such amendment, bill or resolution is accompanied by documentation of
42 the fiscal impact of the proposal on the policyholders and the state agency. The President Pro
43 Tempore shall prescribe procedures for such documentation to be obtained from the Office of
44 Management and Enterprise Services or the Oklahoma Health Care Authority, as applicable.

45
46 The Chair of a committee to which a bill or resolution subject to the provisions of this
47 subsection is assigned may request the Majority Floor Leader to suspend the provisions of paragraph

1 4 or 6 of subsection A or paragraph 4 or 6 of subsection B of Rule 6-22; provided, any such
2 suspension shall not suspend or affect any of the remaining dates set forth in Rule 6-22.
3

4 B. No amendment, bill or resolution which creates a direct fiscal impact on state tax
5 revenues shall be considered by the Senate or any committee thereof unless such amendment, bill or
6 resolution is accompanied by documentation of the fiscal impact of such amendment, bill or
7 resolution. The President Pro Tempore shall prescribe procedures for such documentation to be
8 obtained from the Oklahoma Tax Commission pursuant to the provisions of Section 118 of Title 68
9 of the Oklahoma Statutes, or from another source as designated by the President Pro Tempore.
10

11 C. No amendment, bill or resolution affecting a retirement system, as such term is defined
12 in the Oklahoma Pension Legislation Actuarial Analysis Act, shall be considered by the Senate or
13 any committee thereof unless such amendment, bill or resolution has been submitted to the
14 legislative actuary as provided in the Act, at the direction of the chair of the committee to which
15 such legislation is referred.
16

17 **RULE 6-9. NAMING OF STATE ASSETS.** No amendment, bill or resolution shall be considered
18 by the Senate or any committee thereof which names, dedicates or otherwise memorializes any
19 highway, bridge, state asset or facility unless the persons proposed to be so honored shall have been
20 deceased not less than three (3) years prior to consideration. The prohibition in this rule shall not
21 apply to the naming of highways and bridges on the state highway system designed to honor
22 members of the United States Armed Forces, members of law enforcement or firefighters fallen in
23 the performance of their duties. The prohibition in this rule shall also not apply to the naming of
24 highways and bridges on the state highway system designed to honor Medal of Honor recipients
25 both living and deceased. Every amendment, bill and resolution for the dedication of any highway,
26 bridge, other state asset or facility must specifically state the accomplishments upon which the
27 proposal is based.
28

29 **Chapter 2: Legislation Requests and Filing**

30
31 **RULE 6-20. RIGHTS TO PROPOSE LEGISLATION.** A Senator shall have the right to introduce
32 legislation at any time without regard to any deadlines which have been placed by rule. Bills filed
33 after the deadlines prescribed in Rule 6-22 must be subject to a change in authorship, however, as
34 outlined in Rule 6-23.
35

36 **RULE 6-21. SHELL BILLS PROHIBITED.** No bill (also known as a “shell bill”) shall be filed
37 which fails to effectuate a substantive change in policy.
38

39 **RULE 6-22. DEADLINES FOR BILLS**

40 A. During the First Regular Session of the 56th Oklahoma Legislature, the Senate shall
41 adhere to the following legislative procedure schedule:
42

43 1. The First Regular Session of the 56th Oklahoma Legislature shall convene at twelve noon
44 on January 3, 2017, for the purpose only of performing the duties set forth in Section 5 of Article VI
45 of the Oklahoma Constitution and organizing pursuant to the provisions of Article V of the

1 Oklahoma Constitution, and shall recess no later than five p.m. on that same day until February 6,
2 2017, beginning at twelve noon.

3
4 2. December 9, 2016, shall be the final date for requesting the drafting of bills or joint
5 resolutions in the Senate for introduction for consideration during the First Regular Session.

6
7 3. January 19, 2017, shall be the final date for introduction of bills and joint resolutions in
8 the Senate for consideration on the floor of the Senate during the First Regular Session. Bills and
9 joint resolutions subsequently introduced if reported from committee, shall not be placed on the
10 Calendar for consideration in the Senate until the first legislative day of the Second Regular Session,
11 except as otherwise provided for in Rule 6-23.

12
13 4. March 2, 2017, shall be the final legislative day for reporting Senate bills and Senate joint
14 resolutions from committee in the Senate. Bills and joint resolutions subsequently reported from
15 committee shall not be placed on the Calendar for consideration in the Senate until the first
16 legislative day of the Second Regular Session, except as otherwise provided for in Rule 6-23.

17
18 5. March 23, 2017, shall be the final legislative day for third reading and final passage of a
19 Senate bill or Senate joint resolution in the Senate.

20
21 6. April 13, 2017, shall be the final legislative day for reporting House bills and House joint
22 resolutions from committee in the Senate. Bills and joint resolutions subsequently reported from
23 Committee shall not be placed on the Calendar for consideration in the Senate until the first
24 legislative day of the Second Regular Session, except as otherwise provided for in Rule 6-23.

25
26 7. April 27, 2017, shall be the final legislative day for third reading and final passage of a
27 House bill or a House joint resolution in the Senate.

28
29 8. The First Regular Session shall adjourn sine die not later than five p.m. on ~~May 29, 2015~~
30 May 26, 2017.

31
32 9. Upon a two-thirds (2/3) vote of the membership of the Senate, a bill or joint resolution
33 can be exempt from all deadline dates in the Senate.

34
35 B. During the Second Regular Session of the 56th Oklahoma Legislature, the Senate shall
36 adhere to the following legislative procedure schedule:

37
38 1. December 8, 2017, shall be the final date for requesting the drafting of bills or joint
39 resolutions in the Senate for introduction for consideration during the Second Regular Session.

40
41 2. January 18, 2018, shall be the final date for introduction of bills and joint resolutions in
42 the Senate for consideration on the floor of the Senate during the Second Regular Session.

43
44 3. The Second Regular Session of the 56th Oklahoma Legislature shall convene at twelve
45 o'clock noon on February 5, 2018.

46
47 4. March 1, 2018, shall be the final legislative day for reporting Senate bills and Senate joint
48 resolutions from committee in the Senate, except as otherwise provided for in Rule 6-23.

1
2 5. March 22, 2018, shall be the final legislative day for third reading and final passage of a
3 Senate bill or a Senate joint resolution in the Senate.
4

5 6. April 12, 2018, shall be the final legislative day for reporting a House bill or a House joint
6 resolution from committee in the Senate, except as otherwise provided for in Rule 6-23.
7

8 7. April 26, 2018, shall be the final legislative day for third reading and final passage of a
9 House bill or a House joint resolution in the Senate.
10

11 8. The Second Regular Session shall adjourn sine die not later than five p.m. on May 25,
12 2018.
13

14 9. Upon a two-thirds (2/3) vote of the membership of the Senate, a bill or joint resolution
15 can be exempt from all deadline dates in the Senate.
16

17 C. This rule shall be inapplicable to any:
18

19 1. Joint resolution introduced for the purpose of disapproving or approving agency rules
20 pursuant to the provisions of the Administrative Procedures Act as set forth in Section 250 et seq.
21 of Title 75 of the Oklahoma Statutes, or for the purpose of disapproving or approving standards
22 adopted by the State Board of Education as set forth in Section 11-103.6a-1 of Title 70 of the
23 Oklahoma Statutes;
24

25 2. Bill introduced for the purposes of incorporation and merging different versions of a
26 statute amended in more than one measure at the same or different sessions of the Legislature as set
27 forth in Section 23.1 of Title 75 of the Oklahoma Statutes;
28

29 3. Bill or joint resolution introduced for the purpose of approving, disapproving, repealing
30 or modifying rules of the Ethics Commission pursuant to the provisions of Section 3 of Article
31 XXIX of the Oklahoma Constitution;
32

33 4. Bill or joint resolution which proposes a special or local law and for which notice of
34 intended introduction is published in a newspaper for four consecutive weeks pursuant to the
35 provisions of Section 32 of Article V of the Oklahoma Constitution;
36

37 5. Bill or joint resolution authored by the Chairs and Vice-Chairs of the Senate
38 Appropriations Committee and the House Appropriations and Budget Committee which affects the
39 receipt, expenditure or budgeting of state funds or funds under the control of an entity created by
40 state law;
41

42 6. Bill or joint resolution authored by the President Pro Tempore of the Senate and the
43 Speaker of the House of Representatives which is deemed by them to be necessary for the
44 preservation of the public peace, health and safety; or
45

46 7. Bill or joint resolution authored by committee(s) pursuant to Rule 6-23.
47

1 D. Paragraph 2 of subsection A and paragraph 2 of subsection B of this rule shall be
2 inapplicable to any bill or joint resolution which contains an “RB” number pursuant to the
3 provisions of the Oklahoma Pension Legislation Actuarial Analysis Act. Such measures shall be
4 submitted to the legislative actuary not later than the date specified in such paragraphs, and may be
5 introduced not later than the first Monday in February following such submission.
6

7 **RULE 6-23. COMMITTEE AUTHORSHIP OF BILLS**

8 A. A member who introduces legislation after the deadlines established in Rule 6-22 may file
9 the legislation and upon assignment by the Majority Floor Leader to committee may ask the
10 committee Chair to allow for the measure to be heard as a measure authored by the committee.
11 Upon majority vote of the committee, the authorship of the measure shall be transferred to the
12 committee from the individual Senator and the deadlines established in Rule 6-22 shall not be
13 applicable. In the event a measure is dually assigned, each committee must agree to assume
14 authorship for the deadlines to not apply.
15

16 B. Measures authored by committee shall be exempt from the House author requirements
17 found in subsection G of Rule 7-7. A measure authored by a committee may be heard on General
18 Order and passed on Third Reading without a House author. No individual members, including the
19 original author, may co-author a measure so introduced.
20

21 **RULE 6-24. PENDING LEGISLATION AT ADJOURNMENT OF FIRST REGULAR SESSION**

22 A. Any bill or joint resolution pending in the Senate at the final adjournment of the First
23 Regular Session of the 56th Oklahoma Legislature shall carry over to the Second Regular Session
24 with the same status as if there had been no adjournment. Bills and joint resolutions pending in a
25 Conference Committee at such time shall not carry over to the Second Regular Session of the 56th
26 Oklahoma Legislature.
27

28 B. Simple and concurrent resolutions pending in the Senate at the final adjournment of the
29 First Regular Session of the 56th Oklahoma Legislature shall not carry over for consideration during
30 the Second Regular Session.

31 **RULE 7: COMMITTEES AND COMMITTEE PROCEDURE**

32
33 **RULE 7-1. TYPES AND NUMBER.** There shall be two types of Senate committees established by
34 the President Pro Tempore: standing committees and select committees. The President Pro
35 Tempore shall appoint the Chair and Vice-Chair of each standing committee and of each select
36 committee.
37

38 The President Pro Tempore may establish, and appoint the members of, as many ad hoc
39 subcommittees of each standing committee as the President Pro Tempore deems appropriate.
40 There shall be as many select committees as are created by the President Pro Tempore.
41

42 **RULE 7-2. MEMBERSHIP.** Membership on standing committees and on select committees shall
43 be subject to the following:
44

1 A. The President Pro Tempore shall appoint, subject to the approval of the Senate, the
2 Majority Caucus members and the Chair and Vice-Chair of each standing committee.
3

4 B. The Minority Leader shall appoint, subject to the approval of the Senate, the Minority
5 Caucus members of each standing committee, other than a Minority Caucus member who is
6 appointed as a Chair or Vice-Chair of a committee by the President Pro Tempore.
7

8 C. Membership of standing committees shall be approved by a majority vote of members of
9 the Senate. In the event of a vacancy or extended absence of a member of the Senate, a replacement
10 member may be appointed by the President Pro Tempore or the Minority Leader, as appropriate.
11 Any such appointment shall be approved by a majority vote of members of the Senate.
12

13 D. The President Pro Tempore shall appoint all members of select committees.
14

15 E. The President Pro Tempore and Majority Floor Leader shall each be ex-officio and
16 voting members of all standing and select Senate committees.
17

18 **RULE 7-3. DUTIES OF THE RULES COMMITTEE.** The Rules Committee shall determine any
19 policies of the Senate submitted to it by the President Pro Tempore.
20

21 **RULE 7-4. DUTIES OF LEGISLATIVE COMMITTEES.** Each legislative committee shall be
22 responsible for the formulation of legislative programs and determination of non-legislative matters
23 within the jurisdiction prescribed by the President Pro Tempore; shall inquire into the
24 administration and execution of all laws and administrative rules within the same jurisdiction; shall
25 consider such proposals as may be submitted to the committee by the President Pro Tempore; and
26 shall be responsible for the continuing codification of all laws within the prescribed jurisdiction.
27

28 **RULE 7-5. DUTIES OF SELECT COMMITTEES.** Select committees shall be responsible for such
29 duties as are prescribed at the time of their formation. No select committee shall be formed without
30 its duties being expressly stated at the time of its formation. If a select committee is appointed for
31 the purpose of conducting an investigation, the Senator requesting the investigation shall not serve
32 as Chair of the committee.
33

34 **RULE 7-6. AUTHORITY OF COMMITTEES.** Any Senate committee is authorized to issue
35 process, compel attendance of witnesses, and to administer oaths to any person appearing before the
36 committee. Any Senate committee which considers legislation is empowered to consolidate bills or
37 resolutions, to develop committee substitutes for such bills or resolutions, to amend such bills or
38 resolutions and to develop a committee bill or resolution irrespective of any other legislation.
39

40 **RULE 7-7. PROCEDURES.** The following procedures shall be observed by all legislative
41 committees of the Senate:
42

43 **A. MEETING NOTICES.** Subject to such exceptions as are provided hereinafter,
44 committees of the Senate shall comply with provisions of the Oklahoma Open Meeting Act. A
45 copy of all notices required by said Act shall be provided to the Chief Operating Officer, who shall
46 designate the appropriate place for such notices to be posted. The Chief Operating Officer shall
47 cause to be posted one such notice on the bulletin board of the Senate located in a place in the

1 Capitol accessible to the public and on the Senate web site and shall take such other actions as may
2 be deemed appropriate to provide adequate notice to the public.
3

4 **B. MEETING TIMES.** The Chair of a committee shall schedule meetings of the committee.
5 Meetings at a time other than the regularly scheduled meeting time of a committee shall not conflict
6 with any regularly scheduled meeting of any other committee, except with the consent of the
7 President Pro Tempore.
8

9 **C. AGENDA.** The agenda for any meeting of a committee shall be set by the Chair and shall
10 include the date, time and place of the meeting. A copy of the agenda shall be provided to members
11 of the committee and to authors of legislation to be considered by the committee at least twenty-
12 four (24) hours prior to the meeting unless otherwise approved by the President Pro Tempore. An
13 agenda for a meeting scheduled to meet prior to or during the first three days of session may reflect
14 a measure for which assignment to the committee is anticipated, and the committee may act upon
15 the measure; provided, if the measure is not assigned to the committee during the first three days of
16 session, any committee action on the measure taken prior to or during those days shall be of no
17 force or effect.
18

19 **D. QUORUM.** A quorum shall be present when any committee votes on any matter. Any
20 member of a committee may request a quorum call at any time the committee is meeting. A number
21 equal to a majority of the appointed members of the committee shall constitute a quorum.
22

23 **E. PRESIDING OFFICER.** The Chair, or in the Chair's absence the Vice-Chair, of the
24 committee, or a designee, shall preside at meetings of the committee. No person shall address the
25 committee unless first recognized for that purpose.
26

27 **F. CONDUCT OF BUSINESS.** When considering legislation or conducting other business,
28 committees shall observe the following procedures:
29

30 1. When a legislative measure is taken up for consideration, the Senate author shall be
31 recognized for explanation of the measure.
32

33 2. Upon prior approval given by the Chair of the committee and subject to time restraints
34 established by the Chair, any testimony from non-members of the committee in favor and/or
35 opposed to the measure may be given. Upon completion of the testimony, each member of the
36 committee may put questions to those testifying before the committee. No testimony shall be given
37 unless questions are made available to the members of the committee.
38

39 3. The Senate author shall be given the opportunity to answer questions put by members of
40 the committee.
41

42 4. The Senate author or any member of the committee shall be provided the opportunity for
43 presentation of amendments to the legislation. Amendments to any bill or resolution under
44 consideration by a committee or subcommittee shall be germane to the subject of the introduced bill
45 or resolution. Any amendment must be seconded to receive further consideration. Provided, the
46 Senate author or any member of the committee offering a committee substitute must submit the
47 proposed committee substitute in writing or electronically to the Chair no later than noon on the

1 legislative day before the meeting of the committee. The Chair may, at his or her discretion, waive
2 the deadline set forth in this rule. When a committee substitute is submitted, the Chair may approve
3 the substitute to be heard by the committee and the committee substitute shall be considered a
4 public record from the time of such approval.
5

6 5. Amendments and motions may be adopted by a voice vote; provided, however, that the
7 Senate author, or any member of the committee, may require a roll call vote.
8

9 6. Amendments shall be considered in the order they appear in the legislation, or in the
10 order they are presented to the clerk of the committee; provided, an amendment to restore the title
11 or enacting clause shall be considered after disposition of all other amendments. The Chair or other
12 member presiding shall resolve any conflict resulting from claimed priority of presentation.
13

14 7. If an amendment to strike the title or enacting clause is approved by the committee, the
15 emergency clause, if any, shall also be stricken.
16

17 8. The author of an amendment shall explain the amendment and be afforded the
18 opportunity to answer questions about the amendment put by members of the committee or the
19 author of the legislation.
20

21 9. Any member may be recognized for debate or comment on the proposed legislation or
22 amendments thereto. Debate may be limited at the discretion of the Chair or other member
23 presiding, provided that equal time must be given to both proponent and opponent sides of debate.
24

25 10. The legislation may be laid on the table at the request of the author or at his or her
26 discretion without a vote of the committee to do so. The legislation may be brought back up later in
27 the same or subsequent meetings of the committee provided it is listed on the agenda in compliance
28 with this rule. If the legislation is brought up at a subsequent meeting, consideration of the
29 legislation will recommence with explanation of the measure.
30

31 11. The vote on a recommendation by the committee to the Senate concerning a legislative
32 measure shall be by recorded roll call and shall require a majority vote of the members of the
33 committee present, which shall not be less than a quorum, for passage. The only permitted
34 recommendations to the Senate on a legislative measure are "DO PASS" or "DO PASS, AS
35 AMENDED". A tie vote in a committee on the motion of "DO PASS" or "DO PASS, AS
36 AMENDED" shall result in failure of the motion. All committee votes reflecting the votes of each
37 member present and voting on the motion of "DO PASS" or "DO PASS, AS AMENDED" shall
38 be entered in the Journal.
39

40 **G. LEGISLATION REQUIREMENTS.** Except for legislation containing appropriations, all
41 legislation originating in the Senate which is considered by a Senate committee shall contain an
42 Enacting or Resolving Clause, and a House author at the discretion of the Chair.
43

44 **H. SUBCOMMITTEES.** The Chair may assign to any subcommittee any legislation,
45 proposal or inquiry; provided, however, no subcommittee shall be permitted to report directly to the
46 Senate, but rather shall report to the parent committee.
47

1 ***I. DISTRIBUTION OF MATERIALS.*** No person shall cause materials to be distributed at
2 any committee meeting without first having obtained approval of the Chair. The person causing the
3 materials to be distributed shall be identified in writing on the face of such materials. Any document
4 or other material distributed to all members of a committee of the Senate during a meeting which is
5 open to the public shall be considered a public record from the time of such distribution.

6
7 ***RULE 7-8. CONFERENCE COMMITTEES.*** The President Pro Tempore shall appoint members
8 of the Senate to serve on conference committees with members of the House of Representatives at
9 such times and in such numbers as the President Pro Tempore deems appropriate.

10
11 ***RULE 7-9. WITHDRAWAL FROM COMMITTEE.*** Any bill or resolution may be withdrawn
12 from any committee of the Senate upon a two-thirds vote of the members of the Senate. Any bill or
13 resolution so withdrawn shall be on General Order. The provisions of this rule shall not prevent a
14 bill or resolution from being reassigned from one committee to another, from being assigned
15 directly to the calendar, or from being double-assigned as provided in Rule 8-21.

16 **RULE 8: FLOOR PROCEDURES**

17 **Chapter 1: Galleries, Rights And Privileges**

18
19 ***RULE 8-1. PRESIDING OFFICER'S AUTHORITY.*** The Presiding Officer shall maintain order in
20 the Senate. No Senator or other person shall be permitted to address the Senate without first having
21 been recognized by the Presiding Officer. The Presiding Officer may require a Senator to disclose
22 the purpose of a request for recognition prior to acting upon such request. The Presiding Officer
23 shall immediately recognize the Majority Floor Leader at his or her request notwithstanding the
24 previous request of any other Senator, but otherwise may exercise discretion in granting recognition
25 when more than one Senator seeks recognition.

26 27 ***RULE 8-2. TIME AND PLACE OF DAILY SESSIONS.***

28 A. On the first Tuesday following the first Monday in January of each odd numbered year,
29 the Senate shall convene in its chamber on the fourth floor of the Capitol at twelve o'clock noon for
30 the purposes only of performing the duties as required by Section 5 of Article VI of the Oklahoma
31 Constitution and organizing pursuant to the provisions of Article V of the Oklahoma Constitution
32 and shall recess not later than five o'clock p.m. of that same day until the following first Monday in
33 February of the same year, beginning at twelve o'clock noon.

34
35 B. On the first Monday in February of each year, the Senate shall convene in its chamber on
36 the fourth floor of the Capitol at twelve o'clock noon. Thereafter, the Senate shall meet in daily
37 sessions as necessary in the chamber until sine die adjournment. The time of each daily session shall
38 be announced on the preceding legislative day; provided, however, that in the event no such
39 announcement is made, the Senate shall convene at 1:30 p.m.

40
41 C. The Senate may convene in a location other than its chamber, as designated by the
42 President Pro Tempore and upon informing the Governor and the Speaker of the House of
43 Representatives, in the event that the President Pro Tempore determines that an unsafe condition or

1 construction in the State Capitol, a natural disaster or national security emergency prevents the
2 Senate from meeting in its chamber.

3
4 **RULE 8-3. GALLERIES AND HALLWAYS.** The President Pro Tempore or a designee is
5 empowered to assign seats in the galleries of the Senate and is empowered to order the galleries and
6 hallways of the Senate cleared to preserve order or to ensure the safety of the members of the
7 Senate. Firearms and weapons are allowed on the Senate floor, in the gallery, or in any Senate area
8 with permission of the Secretary of the Senate. Conduct in the galleries of the Senate shall conform
9 to the following:

- 10
11 1. No food, drink, signs, placards, noisemakers, flash cameras or any other item which
12 might cause distraction or disturb the decorum of the Senate shall be allowed in the galleries;
13
14 2. Applause shall not be permitted;
15
16 3. Articles carried by visitors may be required to be checked at the door to the galleries by a
17 Senate employee; and
18
19 4. Visitors in the galleries shall be required to conduct themselves with dignity and in an
20 orderly fashion.

21
22 **RULE 8-4. QUORUM.** No business of the Senate shall be conducted without a quorum of its
23 members being in attendance, other than a motion to adjourn, adjourn to a time certain, or operate
24 under call of the Senate pursuant to Rule 9-11, made by the President Pro Tempore or a member
25 designated by the President Pro Tempore. A majority of the members elected to the Senate shall
26 constitute a quorum.

27
28 **RULE 8-5. ORDER OF BUSINESS.** The Order of Business for each daily session of the Senate
29 shall be determined by the Majority Floor Leader and shall include:

- 30
31 Prayer
32 Executive Nominations
33 General Order
34 Third Reading
35 House Amendments to Senate Bills and Resolutions
36 Conference Committee Reports
37 Fourth Reading
38 Committee Reports
39 Second Reading
40 First Reading
41 Communications
42 Other Business

43
44 No business shall be considered by the Senate during the daily session unless it has been approved
45 by the Majority Floor Leader or the President Pro Tempore or unless it is otherwise specifically
46 allowed under the Senate rules.

1 **RULE 8-6. INTRODUCTIONS.** No persons shall be introduced individually in the galleries,
2 except that a member of the Senate may introduce family members. It shall also be permissible to
3 introduce officials from other states and countries or other persons approved in advance by the
4 Majority Floor Leader.

5
6 **RULE 8-7. PRIVILEGES OF THE FLOOR.** A. No person shall be permitted in the Senate
7 chamber or the lobbies at the front or rear of the chamber during the daily sessions of the Senate
8 except:

- 9
10 1. Members and former members of the Senate;
11
12 2. Employees of the Senate designated by the President Pro Tempore;
13
14 3. Members of the House of Representatives;
15
16 4. The Governor and Lieutenant Governor and former Governors and former Lieutenant
17 Governors;
18
19 5. Spouses, children and grandchildren of members of the Senate; and
20
21 6. Any person who is permitted on the floor by a majority vote of those present.

22
23 B. Provided, however, that the above privileges shall exclude any person registered as a
24 lobbyist as provided by law.

25
26 C. All persons permitted in the Senate chamber during the daily sessions of the Senate shall
27 conduct themselves in accordance with the provisions of Rule 5-5.

28
29 D. No person other than those specified in this rule shall be permitted in the Senate
30 Lounge, unless accompanied by a member of the Senate.

31
32 E. Notwithstanding the provisions of subsection A of this rule, the Majority Floor Leader
33 may prohibit any person other than a member of the Senate from entering the Senate chamber or
34 the lobbies at the front or rear of the chamber during the daily sessions of the Senate.
35

36 **Chapter 2: Legislative Procedure**

37
38 **RULE 8-20. FIRST READING.** A bill or resolution shall be considered introduced upon First
39 Reading and shall automatically be advanced to Second Reading.

40
41 **RULE 8-21. SECOND READING.** The Second Reading of a bill or resolution shall occur the next
42 legislative day following the First Reading. Upon or after Second Reading of a bill or resolution, the
43 same shall be assigned for committee consideration or assigned directly to the calendar. All bills
44 carrying appropriations which are referred to any committee other than the Appropriations
45 Committee shall, immediately upon a report by the committee to which referred, be referred to the
46 Appropriations Committee. Any bill or resolution which is determined to affect the receipt,

1 expenditure or budgeting of state funds or funds under the control of an entity created by state law
2 may be double-assigned to a committee other than the Appropriations Committee or the Finance
3 Committee and then to the Appropriations Committee or Finance Committee.
4

5 **RULE 8-22. GENERAL ORDER**

6 **A. PLACEMENT OF MEASURES ON GENERAL ORDER.**

7 1. All bills and resolutions reported by a committee of the Senate or referred directly to the
8 calendar shall be placed on General Order.

9
10 2. When a committee report is filed, the clerk shall indicate on the face of the report the
11 date and time the report was filed.

12
13 3. A bill or resolution reported from committee shall be placed on General Order at the
14 beginning of the second legislative day following the legislative day that a committee report is filed.

15
16 4. Bills and resolutions referred directly to the calendar shall be placed on General Order at
17 the beginning of the legislative day following the day of such referral.

18
19 5. A list of bills and resolutions on General Order, including a copy of the text of such bills
20 and resolutions and the date such bills and resolutions were placed on General Order, shall be
21 published electronically and made available each legislative day to all members of the Senate.
22

23 6. To allow opportunity for amendment under Rule 8-23, no bill may be heard until it has
24 been on General Order for a period of at least one (1) legislative day.

25
26 7. No bill or joint resolution shall be considered on the Senate floor without a House
27 author.
28

29 **B. ORDER OF CONSIDERATION OF LEGISLATION.** The Majority Floor Leader, or a
30 designee, shall determine the order in which legislation is considered by the Senate. Nothing in this
31 section nor these rules shall be construed as to guarantee a right to a hearing on any legislation.
32

33 **C. CONSIDERATION OF MEASURES ON GENERAL ORDER.** On General Order, the
34 following procedure shall be observed:

35 1. Explanation of the bill or resolution by the Senate author;

36 2. Questions;

37 3. Consideration of amendments; and

38 4. Advancement from General Order to Engrossment and Third Reading.
39
40
41
42
43

44 **RULE 8-23. AMENDMENTS.**

45 A. Amendments to bills or resolutions shall be in writing and shall be considered only if
46 submitted at least one (1) legislative day prior to consideration on General Order.

1
2 B. The Senate shall not consider any proposed amendment not germane to the subject of
3 the bill or resolution. A secondary amendment must be germane to both the primary amendment
4 and the measure which it purports to amend.
5

6 C. If an amendment to strike the title or enacting clause is approved, the emergency clause,
7 if any, shall also be stricken.
8

9 D. If any amendment to a bill or resolution is filed as provided in this subsection, a copy of
10 the text of such amendment shall be provided or made available electronically to each member of
11 the Senate.
12

13 E. The provisions of subsection A of this rule shall not apply to an amendment offered by
14 the author of a bill or resolution:
15

- 16 1. To strike the title or enacting or resolving clause; or
- 17
- 18 2. For any other purpose, subject to the approval of the Majority Floor Leader.
19

20 F. 1. Amendments shall be considered in the order in which they are submitted unless
21 otherwise directed by the Majority Floor Leader; provided, a floor substitute offered by the author
22 of the measure shall be considered first, and an amendment to restore a title or enacting or resolving
23 clause shall be considered after disposition of all other amendments. If a floor substitute is adopted,
24 the Secretary of the Senate shall conform previously submitted amendments to the measure to the
25 floor substitute, if practicable.

26 2. Once an amendment is read, it shall be explained by its author, who may then answer
27 questions concerning the amendment. If the author of the amendment is not in attendance at the
28 time an amendment is read, the amendment shall be considered withdrawn unless another member
29 of the Senate coauthors the amendment and provides an explanation.

30 3. An amendment shall be considered a public record from the time it is placed upon the
31 clerk's desk.
32

33 G. After the final vote on third reading of any bill or joint resolution, no amendment to the
34 measure shall be considered, by unanimous consent or otherwise, unless the final vote and
35 advancement of the measure are properly reconsidered according to the Senate Rules.
36

37 H. For any bill which has been recommended to the full Senate by a Senate committee with
38 a stricken title or enacting clause, the title or enacting clause shall not be restored as part of any
39 other amendment, but an amendment to restore the title or enacting clause may be considered
40 separately.
41

42 **RULE 8-24. ADVANCEMENT.** Once a motion to advance has been adopted, the bill or
43 resolution shall be considered engrossed and on Third Reading.
44

45 **RULE 8-25. THIRD READING.** Upon Third Reading of a bill or resolution, the Senate shall not
46 consider amendments, but shall debate passage of the bill or resolution and then vote upon passage.
47

1 **RULE 8-26. HOUSE AMENDMENTS.** Upon receipt of House amendments to Senate bills or
2 resolutions, the Senate author shall make a motion either to accept the amendments, in which case a
3 successful vote on the motion shall automatically advance the bill to Fourth Reading and final
4 passage, or to reject the amendments and request a conference with the House.
5

6 **RULE 8-27. CONFERENCE COMMITTEE REPORTS.**

7 A. Any Conference Committee Report shall be considered by the Senate only when a
8 majority of the Senate conferees and a majority of the House conferees have signed the report and
9 only when the report is limited to matters germane to the bill or resolution.
10

11 If the Senate adopts a Conference Committee Report, the bill or resolution shall be before
12 the Senate for Fourth Reading and final passage. If the Senate rejects a Conference Committee
13 Report or a motion to adopt the report fails, the bill or resolution shall be returned to the
14 conference committee. Upon a report by the Senate conferees that the conferees cannot agree, the
15 bill or resolution reverts to its former status of consideration of House Amendments to Senate bills
16 or resolutions.
17

18 B. The conference committee report proposed by the Senate author of a measure
19 considered by the General Conference Committee on Appropriations may not be amended during
20 the committee meeting at which the measure is considered.
21

22 **RULE 8-28. FOURTH READING.** Upon Fourth Reading of a bill or resolution, debate shall be in
23 order on final passage of the bill or resolution, after which the vote shall occur on final passage.
24 After final passage of a bill or resolution, it shall be signed by the Presiding Officer in open session.

25 **Chapter 3: Debate and Voting**

26 **RULE 8-30. DEBATE.**

27 A. When a Senator desires to speak, he or she shall rise and address the Presiding Officer,
28 and shall not proceed until recognized, and the Presiding Officer shall recognize the Senator who
29 shall first address the Presiding Officer. No Senator shall interrupt another Senator in debate
30 without his or her consent, and to obtain such consent shall first address the Presiding Officer, and
31 no Senator shall speak more than twice upon any one question in debate on the same legislative day
32 without leave of the Senate, which shall be determined without debate.
33
34

35 B. No Senator in debate shall, directly or indirectly, by any form of words impute to
36 another Senator or to other Senators any conduct or motive unworthy or unbecoming a Senator.
37

38 C. Whenever demonstrations of approval or disapproval are indulged in by the occupants of
39 the galleries, it shall be the duty of the Presiding Officer to enforce order on his or her own initiative
40 and without any point of order being made by a Senator.
41

42 D. No Senator shall introduce to or bring to the attention of the Senate during its sessions
43 any occupant in the galleries of the Senate other than those allowed pursuant to Rule 8-6. No
44 motion to suspend this rule shall be in order, nor may the Presiding Officer entertain any request to
45 suspend it by unanimous consent.
46

1 E. If any Senator, in speaking or otherwise, in the opinion of the Presiding Officer
2 transgresses the rules of the Senate, the Presiding Officer shall, either on his or her own motion or
3 at the request of any other Senator, call him or her to order; and when a Senator shall be called to
4 order he or she shall take his or her seat, and may not proceed without leave of the Senate, which, if
5 granted, shall be upon motion that he or she be allowed to proceed in order, which motion shall be
6 determined without debate. Any Senator directed by the Presiding Officer to take his or her seat,
7 and any Senator requesting the Presiding Officer to require a Senator to take his or her seat, may
8 offer a substitute ruling as provided in Rule 9-14.
9

10
11 **RULE 8-31. MANNER OF VOTING.** All votes of the Senate shall be by voice vote, division or
12 roll call vote subject to the following:
13

14 A. The voting machine shall be used to record the vote whenever a roll call vote is taken on
15 any question. The machine shall also be used to determine the presence or absence of a quorum. In
16 the event the machine is not operating properly, all roll call votes and determinations of quorums
17 may be taken by calling the roll. The voting machine shall be under the control of the Presiding
18 Officer and shall be operated by a clerk designated by the Presiding Officer.
19

20 B. During any roll call, only a Senator present on the Senate floor may vote, and every
21 Senator present shall vote. During a roll call, the Presiding Officer shall request every Senator in the
22 chamber who has not voted to vote. If any Senator so requested fails to vote, the Presiding Officer
23 shall, upon declaring the roll, order that said Senator be shown as voting "NO" on the question.
24 Said order shall be printed in the Journal directly following the printing of the results of the roll call
25 as reflected by the voting machine, and said "NO" vote shall be included in the determination of the
26 passage or failure of the question. In all other cases, a Senator who fails to vote shall be shown as
27 "excused" in the Journal, except as provided in Section 24 of Article V of the Oklahoma
28 Constitution.
29

30 C. On any question for which a roll call vote is not required, a roll call vote shall be in order
31 only if requested before the question is put. Once the question has been put and a voice vote taken,
32 the Presiding Officer shall state the side that appears to the Presiding Officer to have prevailed, and
33 any member then may request a division, but shall not be entitled to request a roll call vote. The
34 declaration of the vote by the Presiding Officer shall be final.
35

36 D. No Senator shall be permitted to vote or change a vote after the result has been
37 announced by the Presiding Officer.
38

39 E. If a member's voting machine is inoperative, the member shall rise and advise the
40 Presiding Officer of the malfunction; and the Senator will be permitted to verbally vote on the
41 question; and the vote will then be recorded by the clerk.
42

43 F. When a division is called for, those voting in the affirmative shall rise at their seats and
44 remain standing until counted; then those voting in the negative shall rise and stand until they are
45 counted, whereupon the Presiding Officer shall declare the result.
46

1 **RULE 8-32. RECONSIDERATION OF VOTES.** The final vote on Third Reading or Fourth
2 Reading of any bill or joint resolution or on the emergency clause or special election feature or other
3 special feature of any bill or joint resolution may be reconsidered only if a member of the Senate
4 serves notice before any other business is considered by the Senate. Once such notice is served, the
5 following procedures shall be observed:
6

7 A. In anticipation of the closing days of a regular session or a deadline for third reading and
8 final passage of a measure in the Senate, a majority of the members of the Senate may vote that all
9 motions to reconsider made thereafter shall be disposed of on the same day such notice is served, or
10 disposed of immediately on the last Friday in May, or an earlier day set for sine die adjournment
11 pursuant to the provisions of Rule 9-9.
12

13 B. Except as heretofore provided, the member serving notice for reconsideration shall not
14 be permitted to make the motion to reconsider on the day notice is served, but shall have the
15 exclusive right to make such a motion on the next two succeeding legislative days; provided, that on
16 the third succeeding legislative day, any member of the Senate shall have the right to make such a
17 motion. If no such motion is made on the third succeeding legislative day, then no reconsideration
18 shall be permitted.
19

20 C. If the Senate refuses to reconsider or if, upon reconsideration, affirms the first decision,
21 no further consideration shall be in order.
22

23 D. For adoption, a motion to reconsider the final vote on a bill or resolution or on the
24 emergency clause or special election feature or other special feature must be approved by a majority
25 of the members of the Senate.
26

27 E. A motion to reconsider any other action by the Senate must be made by a Senator who
28 voted on the prevailing side before any other business is considered by the Senate and shall be
29 disposed of on the same day it is lodged. The motion to reconsider shall be decided by a majority of
30 those voting on the question.
31

32 F. It shall not be in order for the Senate, by suspension of the Rules or by any other means,
33 to reconsider in the Second Regular Session of a Legislature the vote by which any bill or joint
34 resolution was defeated in the First Regular Session.

35 **Chapter 4: Executive Nominations** 36

37 **RULE 8-40. REFERRAL OF EXECUTIVE NOMINATIONS.** When Executive Nominations shall
38 be made by the Governor or other appointing authority to the Senate, said nominations shall be
39 referred for consideration to the standing committee which has in its jurisdiction the entity to which
40 the nomination relates. Nominations shall be made by the Governor or other appointing authority
41 to the Senate no later than May 1 of any year in order to be considered by the full Senate that year.
42

43 **RULE 8-41. REJECTION.** No person whose nomination has been rejected by the Senate shall be
44 eligible to be later confirmed by the Senate during the same session for appointment to the same
45 position. If an executive nomination is not approved during the regular session in which it is
46 submitted, it shall be deemed rejected. If an interim executive nomination is not approved during

1 the first regular session following its submission it shall be deemed rejected. The President Pro
2 Tempore shall notify the appointing authority of the rejection of an executive nomination by the
3 Senate, and shall likewise notify the chief executive of the entity to which the nomination relates.
4

5 **RULE 8-42. COMMITTEE REPORTS ON EXECUTIVE NOMINATIONS.** Committee reports
6 on Executive Nominations may be combined by the Majority Floor Leader for consideration by the
7 Senate. At the request of any member, however, a nominee shall be separated from the combined
8 report and considered individually by the Senate. A majority vote of the members of the Senate
9 shall be required for adoption of a combined report.

10 **Chapter 5: Committee of the Whole**

11

12 **RULE 8-50. COMMITTEE OF THE WHOLE.** Without prior notice, the Senate may, by motion
13 approved by a majority of the members of the Senate, declare itself a Committee of the Whole, at
14 which time the President Pro Tempore or a member designated by the President Pro Tempore shall
15 chair the Committee of the Whole. Rules applicable to other Senate committees shall be applied to
16 the Committee of the Whole, except those rules relating to notice.
17

18 **RULE 8-51. REPORTS.** Once the Committee of the Whole has reported a bill or resolution “DO
19 PASS“ or “DO PASS, AS AMENDED“, to the Senate, that bill or resolution shall be considered on
20 Third Reading and shall be voted upon without consideration of amendments or debate.

21 **Chapter 6: Vetoes and Other Legislative Actions**

22

23 **RULE 8-60. OVERRIDES OF VETOES.** When a bill or resolution is returned to the Senate
24 because of veto by the Governor, a motion that the vetoed legislation become law the Governor’s
25 objections notwithstanding shall be in order at any time.
26

27 **RULE 8-61. OTHER COMMITTEE REPORTS.** Committee reports on matters other than
28 legislation or Executive Nominations shall be filed with the Secretary of the Senate and explained by
29 the Chair of the committee making the report, whereupon the Senate may consider any action called
30 for in the report.
31

32 **RULE 8-62. CORRECTIONS TO LEGISLATION.**

33 A. The Title of a bill or resolution shall be made to conform to the text, unless the same has
34 been ordered stricken. A stricken title shall be shown in brackets. The ballot title of a bill or
35 resolution proposing a state question shall be made to conform to the text. The Enacting Clause
36 shall be a part of every bill unless the same shall have been ordered stricken. A stricken Enacting
37 Clause shall be shown by striking through the words of the Enacting Clause. If the title or enacting
38 clause has been stricken, the emergency clause, if any, shall also be stricken as provided in Rules 7-7
39 and 8-23.
40

41 B. The Senate Service Staff is authorized to correct misspelled words, incorrect citations,
42 typographical errors, repeated words and other similar errors when engrossing or enrolling Senate
43 bills or joint resolutions, or Senate amendments to engrossed House bills or joint resolutions and
44 when preparing committee reports and floor versions of Senate bills or joint resolutions.
45

1 C. When engrossing or enrolling Senate bills or joint resolutions, or Senate amendments to
2 engrossed House bills or joint resolutions and when preparing committee reports and floor versions
3 of Senate bills or joint resolutions, the Senate Service Staff is authorized to:
4

5 1. Remove sections from a bill or joint resolution labeled as amendatory sections but which
6 consist entirely of existing law and contain no amendments to the existing law;
7

8 2. Incorporate amendments to sections of law in the bill or joint resolution which are
9 contained in measures enacted previously during the same legislative session and amending the same
10 sections of law and repeal such previous versions of the section at issue if, in the opinion of a staff
11 attorney designated by the Chief Operating Officer, the incorporation of such amendments and
12 repeal of the previous version would clearly not conflict with the amendments contained in the
13 measure at issue;
14

15 3. Modify sections of such measures which provide for a measure to become effective on
16 July 1 or a date earlier than ninety days after the date of expected sine die adjournment to read to
17 reflect an effective date of ninety days after the date of sine die adjournment, or to delete such
18 sections, if the emergency clause has failed to receive the required number of votes for passage;
19

20 4. Delete sections of such measures which provide for a measure to become effective on a
21 date prior to such engrossment or enrollment; and
22

23 5. Include a designation of the subject of an act as provided in Section 452.9 of Title 74 of
24 the Oklahoma Statutes.
25

26 D. The Secretary of the Senate shall, at the direction of the President Pro Tempore and with
27 the approval of the Senate author, have the authority to

28 1. Correct nonsubstantive errors in the language of any bill or resolution at the time the
29 same is engrossed or enrolled; and

30 2. Submit a corrected engrossed or enrolled version of legislation in the event that a version
31 does not accurately reflect the actions of the Senate or a committee thereof.

32 A detailed record of all such corrections shall be maintained by the Secretary and printed in
33 the Journal.
34

35 **RULE 9: MOTIONS**

36
37 **RULE 9-1. ORDER OF PRIORITY.** Motions shall be considered in the following order of
38 priority:
39

40 A. To adjourn to a time certain.

41 B. To adjourn.

42 C. Substitute ruling motion.

43 D. To recess.

44 E. To operate under Call of the Senate.

45 F. To limit debate.

- 1 G. To advance a measure.
- 2 H. To accept or reject House amendments.
- 3 I. To adopt a Conference Committee Report.
- 4 J. To accept or reject a report of the Joint Committee on Appropriations and Budget.
- 5 K. To suspend the rules.
- 6 L. To commit to a committee or conference committee without instructions.
- 7 M. To commit to a committee or conference committee with instructions.
- 8 N. To amend.
- 9

10 **RULE 9-2. DEBATE.** Debate shall be in order on all motions, except the following:

- 11
- 12 A. To adjourn to a time certain.
- 13 B. To adjourn.
- 14 C. To recess.
- 15 D. To operate under Call of the Senate.
- 16 E. To limit debate.
- 17 F. To advance.
- 18 G. To commit to a committee without instructions.
- 19 H. To table.
- 20 I. To suspend the rules.
- 21

22 **RULE 9-3. MOTIONS TO TABLE.** Motions to table shall be in order for all motions except the

23 following:

- 24
- 25 A. To adjourn to a time certain.
- 26 B. To adjourn.
- 27 C. To recess.
- 28 D. To operate under Call of the Senate.
- 29 E. To limit debate.
- 30 F. To advance.
- 31

32 **RULE 9-4. PRECEDENCE.** Motions to table shall take precedence over the original motion. If

33 successful, a motion to table shall constitute a final disposition of the original motion.

34

35 **RULE 9-5. PRIORITY OF MOTIONS NOT ENUMERATED.** Except for those motions

36 otherwise enumerated by priority, all motions shall have equal priority and shall be considered in the

37 order made, or in the order placed on the clerk's desk.

38

39 **RULE 9-6. WRITTEN MOTIONS OR OTHER ITEMS OF BUSINESS.** The Presiding Officer

40 may require any motion, point of order, substitute ruling, or other item of business to be in writing

41 and placed upon the clerk's desk.

42

43 **RULE 9-7. SUBSTITUTE MOTIONS.** Only one substitute motion for a motion of equal priority

44 shall be considered. Successful passage of a substitute motion shall be considered both adoption of

45 the substitute motion in lieu of the original as well as the passage of the substitute motion. If the

46 substitute motion fails, the original motion shall be disposed of before another motion of the same

47 priority can be considered.

1
2 **RULE 9-8. VOTE REQUIRED.** Unless otherwise provided, a motion shall be declared adopted if
3 it is approved by a majority of the members present and voting thereon.
4

5 **RULE 9-9. MOTIONS TO ADJOURN.**

6 **A. ADJOURNMENT.** A motion to adjourn shall always be in order except when the motion
7 shall have been the last voted on and no business is transacted thereafter.
8

9 **B. AFTER ADOPTION OF MOTION TO ADJOURN.** Once a motion to adjourn when the
10 desk is clear has been adopted, no motion shall be considered from the floor of the Senate, whether
11 by unanimous consent or otherwise.
12

13 **C. SINE DIE ADJOURNMENT.** The date and time of sine die adjournment of the Senate
14 shall be fixed by motion or resolution; provided, that once the date and time of such sine die
15 adjournment has arrived, no further business shall be conducted by the Senate, and the Presiding
16 Officer shall declare the Senate adjourned sine die.
17

18 **RULE 9-10. QUORUM CALL.** Any member of the Senate may, at any time, request the Presiding
19 Officer to suggest the absence of a quorum. Upon such request, the Presiding Officer shall
20 determine whether a quorum is present and no further business shall be conducted until it is
21 determined that a quorum is present.
22

23 **RULE 9-11. CALL OF THE SENATE.** The Senate may, by majority vote of the members present,
24 operate under Call of the Senate, in which case the President Pro Tempore is empowered to compel
25 the attendance of all members of the Senate and is empowered to confine the members of the
26 Senate to the chamber.
27

28 **RULE 9-12. PERSONAL PRIVILEGE.** Personal privilege shall be granted to a member of the
29 Senate only to permit such member to respond to a public attack on the rights, integrity or
30 reputation of a member of the Senate, or upon the Senate collectively or any committee or employee
31 of the Senate. Remarks made by a member of the Senate who is granted personal privilege shall be
32 confined to such a response.
33

34 **RULE 9-13. MOTION TO LIMIT DEBATE.** When a question subject to debate is before the
35 Senate, a motion to limit the time for debate shall be in order, even if debate already has begun. The
36 motion shall fix the time limits to be allowed for and against the motion, provided that in no case
37 shall the total debate allotted to each side be less than one-half hour. If such motion is successful,
38 the Presiding Officer shall cause the time limits to be enforced and shall divide the time equally for
39 each side of the question. If the motion is once rejected on a question being debated, it can only be
40 adopted with the approval of two-thirds of those voting.
41

42 **RULE 9-14. SUBSTITUTE RULING MOTIONS.** If a Senator disagrees with a ruling on a motion
43 or point of order, he or she may make a motion the Senate adopt a substitute ruling in the following
44 manner:
45

1 A. Before other business is transacted by the Senate or by the committee, a member of the
2 Senate or the committee may appeal the ruling by offering a substitute ruling.

3
4 B. Once a motion to adopt a substitute ruling is made, no other business shall be transacted
5 until the motion is disposed of by the Senate or by the committee.

6
7 C. A motion to adopt a substitute ruling shall be subject to all other Senate Rules pertaining
8 to motions.

9 **Rule 10: Executive Sessions**

10
11 **RULE 10-1. PROCEDURE AND PRIVILEGE.** On a motion made and carried that the Senate go
12 into executive session, the Presiding Officer shall direct all persons, except Senators, the Secretary of
13 the Senate, and personnel as authorized by the Senate, to withdraw. The vote of a majority of the
14 Senators voting shall be required on a motion for executive session. During an executive session, the
15 doors shall remain closed and every Senator and officer shall keep confidential all proceedings and
16 matters enjoined by order of the Senate.

17 **Rule 11: Special Sessions**

18 19 **RULE 11-1. SPECIAL SESSIONS.**

20 A. Unless amended by a two-thirds vote of the members of the Senate, these rules shall be
21 in effect for any special session of the 56th Oklahoma Legislature; provided:

22
23 1. Bills and resolutions reported from committee or referred directly to the calendar shall be
24 placed on General Order immediately upon such report or referral and amendments to such bills
25 and resolutions shall be filed no later than 4:30 p.m. on the day of such report or referral; and

26
27 2. All motions to reconsider shall be disposed of on the same day that notice of such
28 motion is served.

29
30 B. The selection of officers, the membership of the standing committees and the mileage
31 allowances most recently approved in regular session shall be in effect for any special session.