

Approved: January 19, 1993  
Date

## MINUTES OF THE HOUSE COMMITTEE ON RULES AND JOURNAL

The meeting was called to order by Chairperson Walker Hendrix at 11:20 a.m. on January 13, 1993 in room 529-S of the Capitol.

All members were present.

Committee staff present: Norman Furse, Revisor of Statutes  
Diane Anderson, Secretary to Rep. Hendrix  
Janet E. Jones, Chief Clerk of House

Conferees appearing before the committee: Representative Henry Helgerson

Others attending: Mary Isenhour, Administrative Aide to House Minority Leader

Copies of Mason's Manual were checked out to committee members.

Rep. Hendrix stated the purpose of the committee meeting was to go over **HR 6004**, relating to rules for the House of Representatives for the 1993-94 biennium.

Rep. Helgerson testified in favor of changing House Rule 502, relating to the smoking policy of the House. He stated the change in the smoking policy made 10 years ago allowed the Speaker to designate specific smoking areas. Since that time, the Environmental Protection Agency has ruled that there is a danger in passive smoke. Presently the House allows smoking in the northeast cloak room just outside the House chamber. As this is the entrance for members seated on the north side of the chamber, all pages sitting on the north side, and the general public coming into the chamber on that side, he would like to have the rules written to exclude that area, the restrooms and hallway/entrances to the House.

Rep. Allen noted an option of providing an optional area for smoking might be to request the Speaker to designate a non-public area for smoking. In this regard, Rep. Everhart suggested each of the party leaderships might be asked to provide smoking space for members of their party in some of the leadership offices.

Rep. Hochhauser noted legislators are unable to leave the chamber for any length of time or to any distance due to the fact that the body does not allow for break time.

Discussion was held on the option of adopting Mason's Manual as the supporting document for the House rules. It was noted that the House Rules have precedence over the rules promulgated in Mason's Manual. Committee action under Mason's was also discussed. It was felt that House Rule 1307 could be written to ensure that present practices in committees could be continued.

Norman Furse, Revisor, noted changes in **HR 6004** from the Rules of the House for the 1991-1992. Rule 2312 was changed from "Robert's Rules of Order" to "Mason's Manual." Rule 903 was changed to delete the reference to "Pensions, Investments and Benefits" due to the elimination of that committee. Rule 1101 noted changes to committee names and size.

Rep. Hochhauser moved to delete Rule 903 from the House Rules. The motion carried. The following sections of Rule 9 will be renumbered.

Janet Jones discussed proposed changes from the use of commemorative, congratulation, honorary, etc. resolutions to certificates. Calendar and Printing Committee would study requests for resolutions and determine from preset criteria which to grant.

Discussion was held on a list of questions presented by Janet Jones. These concerned rules which she suggested either needed clarifying or at least consideration by the Rules Committee so that rulings made during session will be consistent.

Norman Furse was directed to draw up proposed changes in some rules for consideration at the next meeting.

Joint Rules were introduced into the House on January 13 (**HCR 5003**). Rep. Everhart proposed an addition to those rules, relating to having all bills completed by the end of the 90 day session. Only the omnibus bill, reconciling trailer bills and veto overrides would be considered during the wrap-up session. Norman Furse was directed to draw up language to this effect.

The committee will meet Thursday, January 14 upon adjournment and again at 3:00 p.m. if needed.

Mason's Manual books checked out to:

- # 1 Speaker's Office
- # 2 Majority Leader's Office
- # 3 Speaker pro tem's Office
- # 4 Minority Leader's Office
- # 5 Rep. Hendrix
- # 6 Rep. Everhart
- # 7 Rep. Haulmark
- # 8 Rep. Hochhauser
- # 9 Rep. Allen
- #10 Speaker's Podium
- # 11 Chief Clerk, Floor Desk

# HOUSE RESOLUTION No. 6004

By Representatives Miller and Sawyer

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A RESOLUTION adopting permanent rules of the House of Representatives for the 1993-1994 biennium.

*Be it resolved by the House of Representatives of the State of Kansas:* That the following rules shall be the permanent rules of the House of Representatives for the 1993-1994 biennium.

## RULES OF THE HOUSE

1993-1994

Rule 101. Time of Meeting. The hour of meeting on the first day of each regular session shall be at 2:00 p.m., and on other days, shall be ~~10:00 a.m., unless another hour is~~ set at adjournment on the previous legislative day.

Rule 102. Speaker Taking Chair. The Speaker shall take the chair each day, at the hour to which the House has adjourned. The Speaker shall call the House to order and proceed to business in accordance with the Rules of the House.

Rule 103. First Business. The first business each legislative day shall be the taking of the roll followed by prayer.

Rule 104. Order of Business. (a) The regular order of business each legislative day, except on days and at times set apart for the consideration of special orders and except as provided by the joint rules of the House and Senate, shall be as follows:

(1) Introduction and reference of bills and concurrent resolutions.

(2) Reports of select committees.

(3) Receipt of messages from the Governor.

(4) Communications from state officers.

(5) Messages from the Senate.

(6) Introduction and notice of original motions and house resolutions.

(7) Consideration of motions and house resolutions offered on a previous day.

(8) The unfinished business before the House at the time of adjournment on the previous day.

(9) Consent calendar.

(10) Final Action on bills and concurrent resolutions.

Insert article heads throughout HR 6004

the hour

except that if no hour of meeting is set at adjournment on the previous legislative day, the hour of meeting shall be 11:00 a.m.

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1 (11) Bills under consideration to concur and nonconcur.

2 (12) General Orders.

3 (13) Reports of standing committees.

4 (b) The presentation of petitions shall be a special order of busi-  
5 ness on Friday of each week immediately preceding the regular order  
6 of business.

7 **Rule 105. Members Excused from Attendance.** Members may  
8 be excused from attendance on any legislative day by the Speaker  
9 for the following reasons and such reasons shall be shown in the  
10 Journal: (E1) verified illness; (E2) legislative business; and (E3) ex-  
11 cused absence by the Speaker.

12 **Rule 106. Introduction of Guests.** Except when permission has  
13 been given by the Speaker before taking the chair, no guests in the  
14 gallery shall be introduced to the House.

15 **Rule 301. Quorum, What Constitutes.** A majority of all members  
16 then elected (or appointed) and qualified shall constitute a quorum.  
17 In the absence of a quorum no business shall be transacted by the  
18 House, except as provided in Rule 302 and 303 or to recess or  
19 adjourn.

20 **Rule 302. Absence of Quorum.** In the absence of a quorum  
21 during any session of the House, the members present may do what  
22 is necessary to attain a quorum. In the absence of a quorum while  
23 in the committee of the whole, the committee shall rise and report.  
24 Censure or expulsion may be imposed as provided by Article 49  
25 when there is found to be no sufficient excuse for absence of a  
26 member.

27 **Rule 303. Roll Call to Determine Quorum.** A roll call shall be  
28 taken to determine the existence of a quorum on demand of any  
29 member. The result of each roll call to ascertain a quorum shall be  
30 recorded in the Journal by statement of the total number present,  
31 naming only the absentees.

32 **Rule 501. Admission to Floor.** During daily sessions, from the  
33 time of convening until adjournment to the following legislative day,  
34 only the following classes of persons shall be admitted to the floor  
35 of the House, the cloakrooms to the east of the house chamber and  
36 the hallway at the west of the house chamber: (a) Members of the  
37 Legislature; (b) officers and employees of the legislative branch who  
38 are properly identified; (c) persons having permits from the Speaker.  
39 No person registered with the Secretary of State as a lobbyist shall  
40 be on the floor of the House chamber during the part of the year  
41 that the Legislature is in session. The sergeant at arms shall remove  
42 all persons from the floor, except persons authorized under the Rules  
43 of the House or a House resolution. The provisions of this rule shall

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1 not be construed to prevent the right of access (through the west  
2 hallway) by persons going directly to or returning from the offices  
3 of the Speaker and the Majority Leader.

4 Rule 502. Smoking and Tobacco Products. No smoking shall be  
5 permitted in the House chamber. No member may request a page  
6 to purchase any tobacco product.

7 Rule 503. Galleries. Visitors shall be allowed in one or both  
8 galleries of the House in accordance with directions to the sergeant  
9 at arms from the Speaker. The use of telephones and the making  
10 of telephone calls in the galleries of the House are prohibited.

11 Rule 504. Placing Material on Member's Desks. No items or  
12 material shall be placed upon the desk of any member of the House  
13 unless any such item or material bears the signature or name of the  
14 member responsible for its distribution. This Rule 504 shall not apply  
15 to items or material provided by legislative staff.

16 Rule 505. Photographic Record of Vote. No photographic or  
17 similar record shall be made of the vote of any member upon any  
18 measure upon which a division of the assembly has been called.

19 Rule 701. Introduction of House Bills and Resolutions. Every  
20 House bill or resolution intended to be introduced shall be delivered  
21 to the chief clerk. The delivery shall be by a legislator who is a  
22 sponsor of the legislation or by a legislator who is the chairperson  
23 or vice chairperson of a legislative committee that has authorized  
24 the introduction, or by a legislative staff person or another member  
25 of the House authorized by such legislator. In lieu of introduction  
26 as provided by this rule, introduction may be as provided by law  
27 for prefiled bills and resolutions.

28 Rule 702. Introduction of Senate Bills and Concurrent Reso-  
29 lutions. Senate bills and concurrent resolutions sent to the House  
30 shall be introduced upon reading of the message received by the  
31 chief clerk.

32 Rule 703. Reading of Bills and Resolutions for Introduction. For  
33 the purpose of introduction, the chief clerk shall read bills and  
34 resolutions by title, except citations of statutes. The Speaker may  
35 require any House resolution to be read in full. The name of the  
36 sponsor shall be read if there is only one sponsor. If there are two  
37 sponsors, both names shall be read. If there are more than two  
38 sponsors, the name of the first sponsor shall be read, followed by  
39 the words "and others."

40 Rule 704. Senate Bills and Concurrent Resolutions; Procedure  
Following Introduction. Following introduction, all Senate bills and  
Senate concurrent resolutions when in the House shall follow the  
same procedure as House bills and House concurrent resolutions.

or in the hallways, restrooms and cloakrooms  
immediately adjacent to the house chamber

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1 Rule 901. Reference, Generally. (a) On the day of introduction  
2 or the following legislative day, the Speaker shall refer each bill to:

- 3 (1) A standing committee,
- 4 (2) a select committee,
- 5 (3) the committee of the whole House,
- 6 (4) to two or more standing committees separately, or
- 7 (5) to two or more standing committees jointly.

8 (b) On the day of introduction or the following legislative day,  
9 the Speaker shall refer each concurrent resolution:

10 (1) In any way that a bill may be referred under subsection (a),  
11 if the concurrent resolution is a proposition to amend the Consti-  
12 tution of Kansas, to call a constitutional convention to amend or  
13 revise the Constitution of Kansas, to ratify an amendment to the  
14 Constitution of the United States, to apply for a United States con-  
15 stitutional convention, or to amend the joint rules of the House and  
16 Senate;

17 (2) if the concurrent resolution is not one of those specified in  
18 subpart (1) of this subsection (b), it may be referred in any way that  
19 a bill may be referred under subsection (a), or the Speaker may  
20 authorize consideration thereof on the day of introduction under the  
21 order of business introduction and reference of bills and concurrent  
22 resolutions.

23 (c) On the day of introduction, the Speaker may refer any House  
24 resolution (1) in any way that a bill may be referred under subsection  
25 (a) or (2) make no reference, except the Speaker shall make any  
26 reference required by the Rules of the House.

27 Rule 902. Appropriation Bills. Bills containing more than one  
28 item of appropriation shall be referred to the standing committee  
29 on appropriations, except that bills introduced by the committee on  
30 appropriations may be referred to the committee of the whole House.

31 ~~Rule 903. Reference of Bills Affecting Public Employee Retirement, Fringe Benefits of State Employees and State Moneys. All~~  
32 ~~bills and resolutions which affect the Kansas public employees re-~~  
33 ~~tirement system, fringe benefits of state employees or the investment~~  
34 ~~of state moneys shall be referred to the committee on appropriations~~  
35 ~~prior to consideration thereof by the House.~~

37 Rule 904. Separately Referred Bills and Resolutions. (a) When  
38 a bill or resolution has been referred separately to two or more  
39 standing committees, each committee shall consider the bill or res-  
40 olution separately in the order specified by the Speaker.

41 (b) If the first committee to which a bill or resolution has been  
separately referred, reports the bill or resolution adversely, the bill  
or resolution shall not be considered by the second committee, unless

Rule 903.

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1 returned to the second committee by the committee of the whole  
2 House in accordance with Rule 1505.

3 (c) When a bill has been referred separately and the report of  
4 the first committee was not adverse, the report of the second com-  
5 mittee shall be the report considered by the committee of the whole  
6 House.

7 ~~Rule 905.~~ Jointly Referred Bills and Resolutions. When a bill  
8 or resolution is jointly referred, it shall be considered and acted  
9 upon at a joint meeting of the two committees. The chairperson of  
10 the first committee named in the joint referral shall be the chair-  
11 person of the joint committee when considering such bill or  
12 resolution.

**Rule 904.**

13 Rule 1101. Standing Committees; Names and Members. The  
14 standing committees of the House shall be the following and have  
15 the number of members indicated for each:

16	1. Agriculture .....	21
17	2. Appropriations .....	23
18	3. Calendar and Printing.....	7
19	4. Economic Development .....	19
20	5. Education .....	23
21	6. Energy and Natural Resources .....	21
22	7. Federal and State Affairs .....	23
23	8. Financial Institutions and Insurance .....	19
24	9. Governmental Organization and Elections .....	19
25	10. Interstate Cooperation .....	7
26	11. Judiciary.....	21
27	12. Labor and Industry.....	19
28	13. Local Government.....	21
29	14. Public Health and Welfare .....	19
30	15. Rules and Journal .....	5
31	16. Taxation .....	23
32	17. Transportation.....	21

33 Rule 1102. Committee Appointments. (a) The Speaker shall ap-  
34 point the members of the standing committees. The Speaker may  
35 remove or replace any such committee member at any time.

36 (b) The Speaker shall appoint the chairperson and vice chair-  
37 person of each standing committee. The Speaker may remove or  
38 replace any such chairperson or vice chairperson at any time.

39 Rule 1103. Select Committees. The Speaker may appoint select  
40 committees and the chairpersons and vice chairpersons thereof. The  
41 Speaker may remove or replace any such chairpersons or vice chair-  
42 persons or members of such committees. Select committees shall  
43 meet on call of the chairperson or when directed by the Speaker.

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1 Rule 1104. Announce Appointments. All committee appoint-  
2 ments shall be announced in open session.

3 Rule 1301. Committee Meetings; Time and Place. (a) When the  
4 Legislature is in session, standing committees shall meet at the times  
5 and place assigned by the Speaker on the call of the chairperson.

6 (b) Also, when the Legislature is in session, a standing committee  
7 shall meet upon written request of three members of the committee.  
8 Such a request shall be submitted to the Speaker and the chairperson  
9 at least one legislative day before the requested time of meeting.  
10 The time and place of a meeting under this subsection (b) shall be  
11 set by the chairperson with the approval of the Speaker.

12 Rule 1302. Notice and Agenda for Committee Meetings. The  
13 chairperson shall provide notice of meetings and an agenda or agenda  
14 information to committee members, the chief clerk and the public.  
15 The chief clerk shall include in the calendar such information as is  
16 practical.

17 Rule 1303. Duties of Committee Chairperson. The principal du-  
18 ties of the chairperson of a standing committee are:

19 (a) To preside over meetings of the committee and to put all  
20 questions;

21 (b) to maintain order and decide all questions of order subject  
22 to appeal to the committee;

23 (c) to supervise and direct staff of the committee;

24 (d) to keep, or have the committee secretary keep, subject to  
25 the approval of the committee at a subsequent meeting, minutes of  
26 meetings which shall include:

27 (1) The time and place of each meeting of the committee;

28 (2) the attendance of committee members; and

29 (3) the names and addresses of persons appearing before the  
30 committee and whom each represents;

31 (e) to prepare and sign reports of the committee and submit them  
32 promptly to the chief clerk;

33 (f) to appoint subcommittees to perform duties on an informal  
34 basis; and

35 (g) to inform the Speaker of any committee activity which caused  
36 any member of the committee to be absent during any recorded  
37 vote.

38 Rule 1304. Introduction of Committee Bills and Resolutions. A  
39 committee may introduce bills and resolutions while the Legislature  
40 is in session respecting any matters referred to it. A standing com-  
41 mittee may introduce bills and resolutions only within the general  
42 subject area assigned to the committee. No standing committee shall  
43 originate a bill which is substantially identical with any bill which

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has been referred to another standing committee, and which is under consideration by such committee.

Rule 1305. Quorum of a Committee. A quorum shall be present at a meeting for a committee to act officially. A quorum of a committee is a majority of the members of the committee. A quorum of a committee may transact business and a majority of the quorum, even though it is a minority of the committee, may adopt a committee report.

Rule 1306. Voting in Committees. (a) All final actions by a committee shall be taken at a called meeting while the Legislature is in session. The total vote for or against each action shall be recorded in the committee minutes.

(b) The committee chairperson may vote but shall not be required to vote unless the committee is equally divided. If the chairperson's vote makes the division equal, the question shall be lost.

(c) An action formally taken by a committee cannot be altered in the committee except by reconsideration and further formal action of the committee.

(d) A motion to take from the table may be adopted by the affirmative vote of a majority of the members present at any called meeting of the committee.

Rule 1307. Procedure in General. Committee procedure shall be informal, but where any questions arise thereon, the rules or practices of the House are applicable except that the right of a member to speak to any question shall not be subject to the limitations prescribed by Rule 1704.

All motions in a committee shall require a second.

Rule 1308. Committee Action on Bills and Resolutions. (a) A committee may recommend amendments to measures referred to it which are germane to the subject of the measure. Committee recommendations shall be made by committee report to the House. Committee reports shall be signed by the chairperson or other committee members authorized by the committee to make the report, and shall be transmitted to the House not later than the second legislative day following the action of the committee.

(b) All committee reports on bills and resolutions shall be recorded in the journal.

(c) If amendments are pending on a measure when referred to a committee, the amendments accompany the bill and the committee may recommend the adoption or rejection of the amendments already proposed and make further recommendations.

Rule 1309. Motion to Withdraw a Bill or Resolution from a Committee. (a) Each standing committee should report to the House upon all matters referred to it within 10 legislative days after its

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1 reference to the committee.

2 (b) When a committee fails to report on any bill or resolution  
3 within the time directed by subsection (a), it may be withdrawn  
4 from the committee by an affirmative vote of 70 members of the  
5 House. Such a motion shall be made in writing, giving the reasons  
6 for withdrawal from the committee. Such motion shall be made under  
7 the order of business introduction and notice of original motions and  
8 House resolutions. Only one bill or resolution may be named in  
9 such a motion. The motion shall be read by the chief clerk or the  
10 member making the motion and shall be printed in the calendar of  
11 the next legislative day under the order of business consideration of  
12 motions and House resolutions offered on a previous day. The motion  
13 shall be considered on the legislative day following the day it is  
14 made. If the motion prevails, the bill or resolution shall be placed  
15 on the calendar under the order of business General Orders.

16 (c) Motions to withdraw a bill or resolution from a committee  
17 are not subject to amendment or debate.

18 (d) The provisions of subsections (a) through (c) of this rule shall  
19 not apply to resolutions adopting or amending rules of the House.  
20 Resolutions relating to the adoption or the amendment of rules of  
21 the House may be withdrawn from the Committee on Rules and  
22 Journal at any time by the affirmative vote of 63 members of the  
23 House.

24 **Rule 1501. General Orders; Description and Function.** Bills,  
25 concurrent resolutions and House resolutions reported for further  
26 action by the committee to which they were referred and bills and  
27 concurrent resolutions referred directly to the committee of the  
28 whole shall constitute the General Orders of the calendar of the  
29 House. The titles of such bills and resolutions shall appear under  
30 the heading General Orders in the order directed by the committee  
31 on calendar and printing. The reporting committee and its action  
32 on the bill or resolution shall be shown under each thereof. Such  
33 bills and resolutions shall be considered by the committee of the  
34 whole in the order which they appear on General Orders.

35 **Rule 1502. Posting of Sequence for Succeeding Day.** When the  
36 committee on calendar and printing has prepared the sequence of  
37 bills and resolutions to appear on General Orders for the succeeding  
38 legislative day, a copy of the list giving the number designation of  
39 each bill and resolution in the order they are to appear shall be  
40 posted near the entrance to the House chamber. No bill or resolution  
41 shall appear on General Orders or be considered in the Committee  
42 of the Whole without notice of the same having been announced in  
43 the House not later than 4:00 p.m. or prior to adjournment if at a

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1 later hour on the previous day.

2 **Rule 1503. Change in the Sequence on General Orders.** (a) The  
3 order of a bill or resolution on General Orders may be changed by  
4 unanimous consent or by the affirmative vote of 70 members.

5 (b) Also, the order of a bill or resolution on General Orders may  
6 be changed by vote of a majority of all members then elected (or  
7 appointed) and qualified of the House on a motion made as provided  
8 in this subsection (b). Such a motion shall be made in writing, giving  
9 the reasons for the proposed change. Such motion shall be made  
10 under the order of business introduction and notice of original mo-  
11 tions and House resolutions. Only one bill or resolution may be  
12 named in such a motion. The motion shall be read by the chief clerk  
13 or the member making the motion and shall be printed in the  
14 calendar of the next legislative day under the order of business  
15 consideration of motions and House resolutions offered on a previous  
16 day. The motion shall be considered on the legislative day following  
17 the day it is made. If such a motion fails, a motion to change the  
18 order on General Orders of such bill shall not be in order until the  
19 fifth legislative day following such failure.

20 (c) Motions to change the order of a bill or resolution on General  
21 Orders are not subject to amendment or debate.

22 (d) This Rule 1503 does not apply to the addition or removal of  
23 a bill or resolution from General Orders.

24 **Rule 1504. Adversely Reported Bills and Resolutions; Calendar**  
25 **Location.** Bills and resolutions that are adversely reported shall ap-  
26 pear on the calendar for one day under the heading bills adversely  
27 reported.

28 **Rule 1505. Motion to Move Adversely Reported Bill or Con-**  
29 **current Resolution to General Orders.** (a) A motion to add an ad-  
30 versely reported bill or resolution to General Orders shall be made  
31 in writing. Such motion shall be made under the order of business  
32 introduction and notice of original motions and House resolutions,  
33 and such motion may not be made after the legislative day when  
34 the bill or resolution appears on the calendar under Rule 1504. The  
35 motion shall be read by the chief clerk or the member making the  
36 motion and shall be printed in the calendar of the next legislative  
37 day under the order of business consideration of motions and House  
38 resolutions offered on a previous day. The motion shall be considered  
39 on the legislative day following the day it is made.

40 (b) When a bill or resolution has been separately referred and  
41 is adversely reported by the first committee of separate reference,  
42 a motion to add the adversely reported bill or resolution to General  
43 Orders is not in order, but a motion to move the adversely reported

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1 bill or resolution to the next committee of separate reference may  
2 be made in the same manner as the motion in subsection (a).

3 (c) Adoption of a motion under this Rule 1505 requires the af-  
4 firmative vote of 70 members of the House.

5 (d) If a motion under subsection (a) prevails, the words "Ad-  
6 versely Reported" shall be printed in a line below the title of the  
7 bill when it is listed on General Orders.

8 **Rule 1701. Requesting the Floor.** Any member desiring to re-  
9 quest the floor shall press the "present" button, and shall not proceed  
10 until recognized by the chair.

11 **Rule 1702. Order During Speaking.** While a member is speaking  
12 to the House, no other member shall engage in private conversation  
13 or pass between the member speaking and the chair.

14 **Rule 1703. When Question is Put.** While a question is being  
15 put or a roll call or division is being taken, members are not to  
16 speak or leave their seats.

17 **Rule 1704. Violation of Rules While Speaking.** (a) Members shall  
18 address the House from the microphone located in the well of the  
19 House chamber.

20 (b) No member shall speak more than twice on the same day to  
21 the same question without leave of the House, unless the member  
22 is the mover or is carrying the measure, in which case such member  
23 may open and close the debate and may respond to direct questions  
24 from other members addressed to them during the course of con-  
25 sideration of the measure. For the purposes of this subsection, an  
26 amendment to any measure shall be considered as a separate and  
27 independent question.

28 (c) The privilege of a member carrying a measure to open and  
29 close the debate shall not be affected by any order for the previous  
30 question or that debate shall cease. Such member may occupy 20  
31 minutes in closing the debate after the previous question is ordered  
32 and may divide that time with other members.

33 (d) While a member is carrying a measure, such member may  
34 yield to another member for explanation of the measure, or for  
35 personal explanation, or for a motion to adjourn without losing the  
36 privilege to carry the measure for the remainder of their time except  
37 that such member may not yield to any member who has already  
38 spoken twice on such question on the same day.

39 (e) If any member, in speaking, violates the rules of the House,  
40 the chair shall call such member to order.

41 **Rule 1901. Motion to go into Committee of the Whole House.**  
42 When the order of business General Orders is reached, a motion  
43 shall be in order for the House to go into committee of the whole

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for consideration of bills and resolutions as listed on General Orders.

2 Rule 1902. Committee of the Whole; Normal Procedure. Bills  
3 and resolutions shall be considered in the committee of the whole  
4 as follows: If the standing committee has recommended that the bill  
5 or resolution be amended, the standing committee report shall first  
6 be considered, and if it is adopted, the bill as amended by the  
7 committee report shall be considered section by section, and as each  
8 section is considered, amendments from the floor are in order to  
9 that section. If the committee report is not adopted, or if the com-  
10 mittee has recommended no amendments, the bill, without com-  
11 mittee amendments, shall be considered section by section, and as  
12 each section is considered amendments from the floor are in order  
13 to that section. After a section has been once considered, no amend-  
14 ment thereto shall be in order until the whole bill shall have been  
15 considered section by section. After the original bill, together with  
16 standing committee amendments if any, has been considered section  
17 by section, the chairperson shall announce "Amendments to the bill  
18 generally are in order," and amendments not before offered may be  
19 made to any part of the bill. A motion that when the committee  
20 arises it report a bill favorably, or report a bill favorably as amended,  
21 shall not be in order until all other motions have been disposed of,  
22 and such a motion shall not be offered as a substitute motion. A  
23 motion to strike the enacting clause is in order at any stage until  
24 the final vote is announced. The motion to strike the enacting clause  
25 may be debated upon the merit of the proposition, and shall not be  
26 subject to amendment or substitution.

27 Rule 1903. Motion to Pass Over a Bill or Resolution While in  
28 Committee of the Whole. When in the committee of the whole,  
29 either (1) a motion to pass over a bill or resolution and that it retain  
30 its place on the Calendar or (2) a motion to pass over a bill or  
31 resolution and that it retain a place on General Orders shall be in  
32 order only after the chairperson has announced that the next order  
33 of business is such bill or resolution and has recognized a member  
34 to carry it. Either such motion shall require the vote of a majority  
35 of the members present for adoption. Motions under this rule shall  
36 not be subject to debate.

37 Rule 1904. Motions to Refer Bills or Resolutions to a Committee  
38 While in Committee of the Whole. When in the committee of the  
39 whole, motion may be made to refer a bill or resolution to a standing  
40 committee only after the chairperson has announced that the next  
41 order of business is such bill or resolution and has recognized a  
member to carry it. Such motion shall require the vote of a majority  
of the members present for adoption.

A roll call vote shall be taken upon a motion  
to strike the enacting clause.

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1     **Rule 1905. Striking Bills and Resolutions from the Calendar**  
2     **While in Committee of the Whole.** (a) While in committee of the  
3     whole, a motion to strike a bill or resolution from the calendar shall  
4     be in order only after the chairperson has announced that the next  
5     order of business is such bill or resolution and has recognized a  
6     member to carry it.

7     (b) A motion to strike a bill from the calendar under this Rule  
8     1905 (1) shall require a vote of a majority of the members present  
9     for adoption, and (2) shall be subject to roll call in accordance with  
10    subsection (e) of Rule 2507, but shall not be subject to a call of the  
11    House under Rule 2508.

12    **Rule 1906. Requesting the Floor.** Any member desiring to re-  
13    quest the floor shall press such member's "present" button, and shall  
14    not proceed until recognized by the chairperson of the committee  
15    of the whole.

16    **Rule 1907. Rules Applicable.** The same rules, except Rule 2508,  
17    shall be observed in the committee of the whole as in the House,  
18    so far as the same are applicable, except that the previous question  
19    and the motion to lay on the table shall not apply.

20    **Rule 1908. Rise and Report.** A motion for the committee of the  
21    whole to rise and report shall be in order at any stage, and shall  
22    be decided without debate. When the committee of the whole has  
23    a bill under consideration and rises without final action thereon, the  
24    bill shall retain a place on General Orders.

25    **Rule 1909. Effect of Recommendation of Committee of the**  
26    **Whole.** Bills recommended for passage and resolutions recommended  
27    for adoption by the committee of the whole shall not be subject to  
28    amendment or debate after the adoption by the House of the com-  
29    mittee of the whole report. When a bill or resolution is reported  
30    with the recommendation that the enacting or resolving clause be  
31    stricken, and the committee of the whole report is adopted by the  
32    House, the bill or resolution shall be considered as killed and shall  
33    be stricken from the calendar.

34    **Rule 1910. Report of Committee of the Whole.** When the report  
35    of the committee of the whole recommends the passage of a bill or  
36    adoption of a resolution, and the report is adopted by the House,  
37    such bills and resolutions shall be considered as ordered to the order  
38    of business Final Action. If the bill or resolution has been amended  
39    by the committee of the whole it shall be reprinted.

40    **Rule 2101. Germaneness.** Amendments to bills and resolutions  
41    shall be germane to the subject of the bill or resolution. The principal  
42    test of whether an amendment is germane shall be its relationship  
43    to the subject of the bill or resolution, rather than to wording of

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1 the title thereof. The amendment must be relevant, appropriate,  
2 and have some relation to or involve the same subject as the bill  
3 or resolution to be amended. For the purposes of this rule the subject  
4 matter of any appropriation bill is the spending and appropriating  
5 of money and any amendment which changes the amount of money  
6 spent in any state agency or program is germane to any appropriation  
7 bill.

8 Any member, upon recognition by the presiding officer, may re-  
9 quest a ruling upon the germaneness of any amendment to a bill  
10 or resolution. All rulings upon the question of germaneness shall be  
11 made by the chairperson of the House Committee on Rules and  
12 Journal. At the time of making such ruling, the chairperson shall  
13 state the reasons or basis for such ruling. Appeals from rulings of  
14 the chairperson may be taken upon the motion of any member. Such  
15 appeals shall be in order at the time of the making of the ruling  
16 and shall take precedence over any question pending at the time  
17 the chairperson makes such ruling. Appeals from the ruling of the  
18 chairperson shall be debatable only by the member making the  
19 motion to amend which is the subject of the ruling, the member  
20 carrying the measure sought to be amended, the Majority Leader  
21 or a member designated by the Majority Leader and the Minority  
22 Leader or a member designated by the Minority Leader. Debate  
23 upon the ruling of the chairperson shall be limited to the question  
24 of the germaneness of the proposed amendment. At the conclusion  
25 of debate the presiding officer shall inquire: "Shall the chairperson's  
26 ruling be sustained?"

27 **Rule 2102. Form of Amendment Motions.** Motions to amend  
28 bills and resolutions shall specify the page and line number, as shown  
29 on the printed bill or resolution, and shall be in writing on a form  
30 provided by the House or a form substantially similar. In the case  
31 of amendment by substitute bill, motion shall be made to substitute  
32 a written bill for the bill under consideration.

33 **Rule 2103. Reading Amendments; General Rule.** Motions to  
34 amend bills and resolutions shall not require readings as for bills  
35 introduced, except as otherwise provided in Rule 2107, but shall be  
36 subject to Rule 2306.

37 **Rule 2104. Motions to Amend Motions.** A motion to amend a  
38 motion to amend a bill or resolution shall not be in order.

39 **Rule 2105. Dividing Motions.** When any motion to amend a bill  
40 or resolution contains distinct propositions it shall be divided by the  
41 chairperson at the request of any member.

**Rule 2106. Substitute Motions.** No substitute motion to amend  
a bill or resolution shall be in order.

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1 Rule 2107. Subject Change by Senate. (a) When the Senate  
2 adopts amendments to a House bill which materially changes its  
3 subject, upon return of such bill to the House, it shall be read as  
4 provided for the introduction of bills and be referred as provided  
5 in Rule 701.

6 (b) The Speaker may determine when a bill is subject to sub-  
7 section (a).

8 Rule 2301. Order of Motions. When a question is under con-  
9 sideration, no motion shall be received except as specified under  
10 the Rules of the House, which motions shall have precedence in  
11 the following order:

12 (a) For adjournment of the House.

13 (b) For call of the House.

14 (c) To lay on the table.

15 (d) For the previous question.

16 (e) To postpone to a certain time.

17 (f) To commit to a standing committee.

18 (g) To commit to a select committee.

19 (h) To reject the adoption of reports of conference committees  
20 coupled with the request for appointment of a new conference  
21 committee.

22 (i) To adopt the report of conference committees.

23 (j) To amend.

24 (k) To postpone indefinitely.

25 Rule 2302. Motion to Adjourn. The motion to adjourn shall al-  
26 ways be in order, except while a vote is being taken and until  
27 announced, or when a member has the floor, or when the previous  
28 question is pending; but a motion to recess is not equivalent to a  
29 motion to adjourn.

30 Rule 2303. Motion to Reconsider. A motion to reconsider shall  
31 take precedence of all other questions except the motion to adjourn.  
32 No motion for reconsideration of any vote shall be in order, unless  
33 made on the same day or the legislative day following that on which  
34 the decision to be reconsidered took place, nor unless a member  
35 voting with the prevailing side shall move such reconsideration. A  
36 motion for reconsideration, being put and lost, shall not be renewed,  
37 nor shall any subject or vote be a second time reconsidered without  
38 unanimous consent, but this provision shall not be construed as  
39 preventing the introduction of a bill on the same subject. The mem-  
40 ber moving for reconsideration shall be allowed not more than two  
41 minutes for stating the reasons in support of the motion. Such motion  
42 shall be subject to debate by any member, stating reasons in support  
43 or opposition to the motion. Each of such members shall be allowed

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1 not more than one minute for the purpose of such debate. Such  
2 motion shall require the affirmative vote of members equal in number  
3 to that required to take the action proposed to be reconsidered. A  
4 motion to reconsider any final action of the House shall be in order  
5 at any time prior to the time at which the message of the House  
6 thereon is read into the record of the Senate. A motion to reconsider  
7 any final action of the House may be made after the time at which  
8 the message of the House thereon is read into the report of the  
9 Senate but any action taken pursuant thereto will be contingent upon  
10 the return of the measure to the House by the Senate.

11 **Rule 2304. Previous Question.** The "previous question" shall be:  
12 "Shall the main question be now put?" and until it is decided shall  
13 preclude all amendments or debate. When voting on the previous  
14 question, the House decides that the main question shall not now  
15 be put, the main question shall be considered as still remaining  
16 under debate. The main question shall be on the passage of the bill,  
17 resolution or other matter under consideration. When amendments  
18 are pending, a vote shall first be taken upon such amendments in  
19 their order without further debate or amendment. A majority vote  
20 of the members present shall order the previous question.

21 **Rule 2305. Motions Not Subject to Debate.** All questions relating  
22 to priority of business shall be decided without debate. The motion  
23 to adjourn, to change the order of consideration of a bill, for a call  
24 of the House, and to lay on the table shall be decided without  
25 amendment or debate. The several motions to postpone or commit  
26 shall preclude all debate on the main question.

27 **Rule 2306. Motion to Refer Bills or Resolutions to Committee**  
28 **When Not in Committee of the Whole.** When not in the committee  
29 of the whole, a motion to refer a bill or resolution from the calendar  
30 to a standing committee shall be in order only when the body is  
31 meeting as the House of Representatives and shall be authorized  
32 only when offered by the Majority Leader, or in the absence of the  
33 Majority Leader, by the Assistant Majority Leader. Such motion  
34 shall require the affirmative vote of a majority of the members then  
35 elected (or appointed) and qualified to the House.

36 **Rule 2307. Motion to Strike Bills and Resolutions from Calendar**  
37 **When Not in Committee of the Whole.** When not in the committee  
38 of the whole, a motion to strike a bill or resolution from the calendar  
39 shall be in order only when the body is meeting as the House of  
40 Representatives and shall be authorized only when offered by the  
41 Majority Leader, or in the absence of the Majority Leader, by the  
42 Assistant Majority Leader. Such motion shall require the affirmative  
43 vote of a majority of the members then elected (or appointed) and

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1 qualified to the House.

2 **Rule 2308. Stating Question.** Every motion shall be first stated  
3 by the presiding officer or read by the chief clerk, before debate,  
4 and again immediately before putting the question.

5 **Rule 2309. Dividing Motion.** If any motion contains distinct  
6 propositions it shall be divided by the chairperson at the request of  
7 any member.

8 **Rule 2310. When Motions to be in Writing.** Every motion, ex-  
9 cept those specified in Rules 2301 and 2303, shall be in writing if  
10 the Speaker or any member desires it. All motions to amend a bill  
11 or resolution and all resolutions shall be in writing.

12 **Rule 2311. Suspension of Rules of the House.** (a) No rule of the  
13 House shall be suspended except by unanimous consent or by an  
14 affirmative vote of a majority of the members then elected (or ap-  
15 pointed) and qualified to the House, subject to the following  
16 exceptions:

17 (1) A motion to suspend the rules, and to declare an emergency  
18 and to advance a bill to the order of business Final Action, as  
19 contemplated in article 2, section 15 of the Constitution shall require  
20 an affirmative vote of  $\frac{2}{3}$  of the members present in the House.

21 (2) A motion to suspend the rules and to permit amendment and  
22 debate of a bill under the order of business Final Action shall require  
23 an affirmative vote of  $\frac{2}{3}$  of the members present in the House.

24 (b) When under the rules of the House a motion, question or  
25 action requires a vote of a majority greater than a majority of the  
26 members present, the majority specified for such motion, question  
27 or action shall be required to suspend the rules for the purpose of  
28 such motion, question or action. When under the rules of the House  
29 notice of a motion reduces the required majority for adoption of the  
30 motion, the required majority shall not be reduced if the notice is  
31 disposed of by suspension of the rules.

32 (c) Suspension of the rules or unanimous consent shall not reduce  
33 the majority required under subpart (1) of subsection (a) of this rule.

34 **Rule 2312. Mason's Manual; When Applicable.** In any case  
35 where rules of the House or the joint rules of the Senate and House  
36 do not apply, Mason's Manual of Legislative Procedure, shall govern.

37 **Rule 2501. Control and Use of Voting System.** The electronic  
38 voting system shall be under the control of the Speaker or other  
39 presiding officer and shall be operated by the chief clerk. The elec-  
40 tronic voting system shall be used to record the vote whenever a  
41 roll call vote is taken on any question and may be used for ascer-  
42 taining the vote upon any measure upon which a division of the  
43 assembly has been called. In the event that the system is not op-

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erating properly, roll call votes may be taken by calling the roll.

**Rule 2502. Procedure for Taking a Roll Call Vote.** When a roll call vote is taken, the presiding officer shall state the question and instruct the members to proceed to vote. When sufficient time has been allowed the members to vote, the presiding officer shall inquire: "Has every member had an opportunity to vote?" After a short pause the presiding officer shall direct the chief clerk to close the roll. After the roll has been closed, when Rule 2505 applies, the presiding officer shall inquire: "Does any member desire to explain their vote?" and any member so desiring may give such explanation when recognized by the presiding officer. The presiding officer shall inquire: "Does any member desire to change their vote?" If any member does desire to change their vote, such member when recognized by the presiding officer, shall advise how they desire to change such vote and the presiding officer shall then instruct the chief clerk to make the appropriate change. A member who has not previously voted may vote at this time when permitted by the presiding officer. Such member shall advise how they wish to vote and the presiding officer shall then instruct the chief clerk to record such vote. After all members who desire to vote or to change their votes have had reasonable opportunity to do so, the presiding officer shall direct the chief clerk to record the vote, and when the vote is recorded the presiding officer shall announce the vote.

**Rule 2503. Display of Recurring Totals.** Under Rule 2502, recurring totals shall be displayed only after the roll is closed. No recurring totals shall be displayed for a determination of the vote upon a division of the assembly.

**Rule 2504. Voting by Members.** (a) A member may vote only when at their desk or at any place within the chamber of the House when authorized by the presiding officer, who shall direct the chief clerk to so vote for such member.

(b) No member shall vote for another member. No person not a member shall cast a vote for a member, except as otherwise provided in the rules. In addition to such penalties as may be prescribed by law, any member who votes or attempts to vote for another member shall be subject to Article 49 of these rules. If a person not a member votes or attempts to vote for any member, such person shall be barred from the floor of the House for the remainder of the session, and, in addition to penalties prescribed by law, may be punished further as the House determines.

(c) The Speaker shall not be compelled to vote except in case of a tie.

**Rule 2505. Explaining Vote.** Any member may, when a roll call

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1 vote is being taken on the passage or adoption of any bill or reso-  
2 lution, explain their vote. Such member shall be allowed not more  
3 than one minute for such explanation. Such explanation, if furnished  
4 in writing by such member upon the day the vote is taken, shall  
5 be entered in the Journal, provided it does not contain more than  
6 100 words.

7 **Rule 2506. Copies of Voting Records.** (a) Unless otherwise or-  
8 dered, the chief clerk shall record each roll call vote and make copies  
9 available for the use of the news media. No record shall be made  
10 of the vote of any member voting upon any measure upon which a  
11 division of the assembly has been called.

12 (b) When a roll call vote is taken, it shall be recorded in the  
13 Journal by a statement of the names and total number voting in the  
14 affirmative, the names and total number voting in the negative,  
15 names and total number indicating presence but not voting and the  
16 names and total number absent or not voting, except that the pro-  
17 visions of this section shall not permit a member to fail to vote in  
18 violation of Rule 2508.

19 **Rule 2507. When Roll Call Vote to be Taken.** (a) A roll call vote  
20 shall be taken for the passage of any bill.

21 (b) A roll call vote shall be taken for the adoption of any con-  
22 current resolution to amend the Constitution of the state of Kansas,  
23 to call a Kansas constitutional convention, to extend a session of the  
24 Legislature in even-numbered years, to ratify any amendment of the  
25 Constitution of the United States, to make any application for Con-  
26 gress to call a convention for proposing amendments to the Con-  
27 stitution of the United States and when required by the joint rules  
28 of the House and Senate. A roll call vote is not required for adoption  
29 of concurrent resolutions pertaining to commendations or acknowl-  
30 edgments, unless required under subsection (e) of Rule 2507.

31 (c) A roll call vote shall be taken for the adoption of any House  
32 resolution to adopt, amend or revoke any rule of the House or to  
33 reject any executive reorganization order.

34 (d) A roll call vote shall be taken to concur in Senate amendments  
35 to any bill or concurrent resolution or to adopt any conference com-  
36 mittee report other than a report agreeing to disagree.

37 (e) A roll call vote shall be taken on any question on demand of  
38 15 members, unless a roll call vote is already pending.

39 **Rule 2508. Call of the House.** (a) A call of the House shall be  
40 ordered on the demand of any 10 members at any stage of the voting  
41 previous to the announcing of the vote or, if the voting system is  
42 used, prior to recording the vote. This Rule 2508 shall apply to the  
43 taking of a vote upon the final passage of any bill or final adoption

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1 of any resolution whether under the order of business Final Action  
2 or under any order of business. Also, this Rule 2508 shall apply to  
3 the taking of a vote on a motion to strike the enacting clause of a  
4 bill and the resolving clause of a resolution and on a motion to strike  
5 all after the enacting clause or resolving clause, except when the  
6 House is in the committee of the whole. When the call of the House  
7 is once invoked, then all members present during the call, shall be  
8 required to vote before the call is raised. The call of the House  
9 shall not be raised (so long as 10 members continue the demand)  
10 until a reasonable effort has been exerted to secure absentees.

11 (b) Any member, who is directly interested in a question, may  
12 be excused from voting, when there is a call of the House. The  
13 member, who is requesting to be excused from voting, shall state  
14 the reasons therefor, occupying not more than five minutes. The  
15 question on excusing such member from voting shall be taken without  
16 debate and a  $\frac{2}{3}$  majority of members present shall be necessary to  
17 excuse such member. If a member refuses to vote, when not excused,  
18 such refusal shall constitute grounds for censure or expulsion under  
19 Article 49 of the Rules of the House.

20 **Rule 2509. Voice Vote; Division of the Assembly.** Except when  
21 a roll call vote is required a voice vote shall be taken on all questions.  
22 Any member may call for a division of the assembly to determine  
23 the vote by the voting system.

24 **Rule 2701. Description and Function.** Subject to Rule 2705, bills  
25 and resolutions reported favorably by the committee of the whole  
26 shall constitute the order of business Final Action of the House. The  
27 titles of such bills and resolutions shall appear under the heading  
28 Final Action in numerical order. The standing committee which  
29 reported it and the committee of the whole action on the bill or  
30 resolution shall be shown under each thereof.

31 **Rule 2702. Reading and Vote.** Each bill and resolution under  
32 the order of business Final Action shall be read by title, except  
33 citations of statutes amended or repealed and a roll call vote shall  
34 then be taken upon final passage or adoption without amendment  
35 or debate.

36 **Rule 2703. Amendment and Debate, When.** Upon motion as  
37 provided in subpart (2) of subsection (a) of Rule 2311 or when rec-  
38 ommended in the committee of the whole report which has been  
39 adopted by the House, bills or resolutions may be debated and  
40 amended on Final Action prior to the vote taken upon final passage  
41 or adoption. Each bill or concurrent resolution considered under  
42 this Rule 2703 shall be considered in the manner provided in Rule  
43 1902 so far as it is applicable. A motion to strike the enacting clause

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1 or resolving clause shall be in order.

2 Rule 2704. Speaker to Preside. Subject to Rule 3303, the  
3 Speaker shall preside during the order of business Final Action.

4 Rule 2705. Consent Calendar. Whenever a standing committee  
5 is of the opinion that a bill or concurrent resolution upon which it  
6 is reporting is of a noncontroversial nature, it shall so state in its  
7 committee report. Whenever a bill or concurrent resolution is so  
8 reported, it shall be placed upon the Consent Calendar. Each bill  
9 or concurrent resolution placed on the Consent Calendar shall remain  
10 thereon for at least two full legislative days before being considered  
11 under the order of business Final Action. At any time prior to the  
12 call for the vote under the order of business Final Action on a bill  
13 or concurrent resolution on the Consent Calendar, any member may  
14 object to the bill or concurrent resolution as being controversial and  
15 thereupon it shall be removed from the Consent Calendar and shall  
16 be placed on General Orders. If no objection is made prior to the  
17 call for the vote on the bill or concurrent resolution, it shall be  
18 ordered to Final Action for vote before other bills and concurrent  
19 resolutions on Final Action.

20 Rule 2706. Majority for Bill Passage. As provided in section 13  
21 of article 2 of the Constitution of Kansas, a majority of the members  
22 then elected (or appointed) and qualified, voting in the affirmative,  
23 shall be necessary for the passage of a bill.

24 Rule 2707. Majority for Adoption of Concurrent Resolutions. (a)  
25 A majority of the members then elected (or appointed) and qualified  
26 voting in the affirmative shall be necessary to adopt concurrent res-  
27 olutions, except as otherwise specified in these rules.

28 (b) Adoption of concurrent resolutions to amend the Constitution  
29 of the state of Kansas, to call a Kansas constitutional convention, to  
30 extend a session of the Legislature in even-numbered years, to ratify  
31 any amendment of the Constitution of the United States, to make  
32 any application for Congress to call a convention for proposing  
33 amendments to the Constitution of the United States and when  
34 required by the joint rules of the House and Senate shall require  
35 a  $\frac{2}{3}$  majority of the members then elected (or appointed) and qual-  
36 ified, voting in the affirmative.

37 Rule 2901. Resolving Clause; Form. (a) Concurrent resolutions  
38 to amend the Constitution of the state of Kansas, to call a Kansas  
39 constitutional convention, to extend a session of the Legislature in  
40 even-numbered years, to ratify any amendment of the Constitution  
41 of the United States, to make any application for Congress to call  
42 a convention for proposing amendments to the Constitution of the  
43 United States and when required by the joint rules of the House

**Rule 2708. Motion to Adopt Report of Conference Committee.** The member carrying the report of a conference committee shall move that such report be adopted prior to yielding the floor to any other member and a motion to adopt a report of a conference committee shall not be offered as a substitute motion.

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1 and Senate shall have a resolving clause which reads "Be it resolved  
2 by the Legislature of the State of Kansas, two-thirds of the members  
3 elected to the House of Representatives and two-thirds of the mem-  
4 bers elected to the Senate concurring therein."

5 (b) Concurrent resolutions for any purpose other than subsection  
6 (a) shall have a resolving clause which reads "Be it resolved by the  
7 House of Representatives of the State of Kansas, the Senate con-  
8 curring therein."

9 (c) House resolutions shall have a resolving clause which reads  
10 "Be it resolved by the House of Representatives of the State of  
11 Kansas."

12 **Rule 2902. House Resolutions; Introduction and Consideration.**

13 (a) House resolutions, except for those changing rules of the House  
14 or approving or rejecting executive reorganization orders, shall lay  
15 over at least one legislative day before action is taken thereon and  
16 do not require a roll call vote unless required under subsection (e)  
17 of Rule 2507.

18 (b) House resolutions shall be considered under the order of  
19 business consideration of motions and house resolutions offered on  
20 a previous day, except house resolutions to (1) adopt, amend or  
21 revoke any rule of the House or (2) when the resolution has been  
22 referred to a standing committee and reported favorably. Resolutions  
23 under subparts (1) and (2) shall take a place on General Orders when  
24 favorably reported or when referred to the committee of the whole  
25 by the Speaker.

26 **Rule 2903. Resolutions; Limitations.** (a) Appropriations shall not  
27 be made by resolutions.

28 (b) Resolutions do not require approval of the Governor.

29 **Rule 3301. Elected Member Officers.** The Speaker and the  
30 Speaker Pro Tem shall be members and shall be elected by the  
31 members of the House, except as otherwise provided in subsection  
32 (b) of Rule 3304.

33 **Rule 3302. Duties of the Speaker.** In addition to other powers  
34 and duties of the Speaker provided by the Rules of the House and  
35 by law, the Speaker shall have the powers and duties as follows:

36 (a) To preserve order and decorum;

37 (b) to decide all questions of order, subject to appeal to the  
38 House;

39 (c) in the absence of the Speaker Pro Tem, to appoint any mem-  
40 ber to perform the duties of the chair for not more than two con-  
41 secutive legislative days; and

42 (d) to name a chairperson to preside when the House is in com-  
43 mittee of the whole.

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1     **Rule 3303. Speaker Pro Tem.** In the absence of the Speaker,  
2 the Speaker Pro Tem shall exercise the powers and duties of the  
3 Speaker.

4     **Rule 3304. Filling Certain Vacancies.** (a) When a vacancy occurs  
5 in the office of Speaker and the Legislature is adjourned to a date  
6 more than 60 days after the occurrence of the vacancy, the House  
7 of Representatives shall meet within 30 days and elect a member  
8 to fill the vacancy. The Speaker Pro Tem shall within 10 days of  
9 such occurrence issue a call for such meeting at a time not less than  
10 10 days and not more than 20 days after the date of the call.

11     (b) When a vacancy occurs in the office of Speaker Pro Tem or  
12 Majority Leader of the House of Representatives, the Speaker shall  
13 appoint an acting Speaker Pro Tem or acting Majority Leader, to  
14 serve until the convening of the next session of the Legislature, at  
15 which time the vacancy shall be filled in the manner provided for  
16 the original election or selection of such officer.

17     (c) When a vacancy occurs in the office of Minority Leader of  
18 the House of Representatives and the Legislature is adjourned to a  
19 date less than 30 days after the occurrence of the vacancy, the  
20 Assistant Minority Leader shall become the acting Minority Leader  
21 to serve until the convening of the next session of the Legislature,  
22 at which time the vacancy shall be filled in the manner provided  
23 for the original selection of such officer. When a vacancy occurs in  
24 the office of the Minority Leader of the House and the Legislature  
25 is adjourned to a date 30 days or more after the occurrence of the  
26 vacancy, the Assistant Minority Leader shall within 10 days after  
27 such occurrence issue a call for a meeting of the members of the  
28 minority party at a time not less than 10 and not more than 20 days  
29 after the date of the call to be held in the state capitol for the  
30 purpose of filling the vacancy in the office of Minority Leader for  
31 the remainder of the term of office. From the time of the occurrence  
32 of such vacancy until the filling of the vacancy, the Assistant Minority  
33 Leader shall serve as acting Minority Leader and shall exercise the  
34 powers and duties of the Minority Leader. When a vacancy occurs  
35 in the office of Assistant Minority Leader, the Minority Leader shall  
36 appoint an Assistant Minority Leader to serve until the convening  
37 of the next session of the Legislature, at which time the vacancy  
38 shall be filled in the manner provided for the original selection of  
39 such officer.

40     (d) Any person elected, appointed or designated to fill a vacancy  
41 under this rule shall exercise all of the duties and powers prescribed  
42 for the office so filled.

43     **Rule 3501. Chief Clerk; Appointment.** The chief clerk shall be

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1 appointed by the Speaker and shall serve under the Speaker's d  
2 rection, control and supervision and at the pleasure of the Speake  
3 As used in the Rules of the House, "chief clerk" means the chi  
4 clerk appointed under this Rule 3501 or a person designated by th  
5 chief clerk to perform a function of the chief clerk.

6 **Rule 3502. Duties of the Chief Clerk.** The chief clerk shall st  
7 pervise the keeping of and be responsible for a record of all pr  
8 ceedings of the House; number and present to the House all bill  
9 resolutions, petitions and other papers which the House may requir  
10 deliver all messages from the House to the Senate; transmit bil  
11 and other documents to be printed and take a receipt therefo  
12 transmit bills for engrossment and take receipt therefor; receive a  
13 bills, resolutions and other papers which are enrolled and give recei  
14 therefor; and cause all enrolled bills, resolutions and other document  
15 to be proofread and corrected prior to signing thereof by officers o  
16 the House.

17 **Rule 3503. Other Clerks.** The chief clerk shall appoint addition  
18 clerks and personnel to assist in performance of the duties of th  
19 chief clerk. Such additional clerks and personnel shall serve unde  
20 the chief clerk's direction, control and supervision and at the pleasur  
21 of the chief clerk.

22 **Rule 3504. Document Care.** No bill, resolution, petition or othe  
23 document shall be loaned or delivered to any person, except whe  
24 delivered to an officer of the House, to the director of printing, th  
25 revisor of statutes or the Senate and only upon a written recei  
26 therefor.

27 **Rule 3505. Sergeant at Arms; Appointment.** The sergeant a  
28 arms shall be appointed by the Speaker and shall serve under th  
29 Speaker's direction, control and supervision and at the pleasure o  
30 the Speaker.

31 **Rule 3506. Duties of the Sergeant at Arms.** The sergeant a  
32 arms shall preserve order within the chamber of the House and its  
33 lobby and galleries. The sergeant at arms may arrest and take int  
34 custody any person for disorderly conduct, subject at all times t  
35 the authority of the House or Speaker, or chairperson of the com  
36 mittee of the whole, and shall be responsible for the enforcemen  
37 of Rules 501 through 505 and 2506(a). The sergeant at arms sha  
38 receive items or material for distribution among the members of th  
39 House. The sergeant at arms shall execute all orders of the Hous  
40 not otherwise provided for.

41 **Rule 3507. Assistant Sergeants at Arms.** The Speaker may ap  
42 point and remove assistant sergeants at arms to serve under th  
43 supervision of the sergeant at arms. All doorkeepers and night watch

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1 men shall be assistant sergeants at arms.

2 **Rule 3701. Adopting, Amending or Revoking Rules of the**  
3 **House.** No rule of the House shall be adopted, amended or revoked  
4 except by a House resolution which has been adopted by an affir-  
5 mative vote of a majority of the members then elected (or appointed)  
6 and qualified to the House.

7 **Rule 3702. Resolutions for Rule Changes.** (a) Notwithstanding  
8 any other rule of the House, the Speaker shall refer all resolutions  
9 which provide for the adoption, amendment or revocation of any  
10 House rule to the standing Committee on Rules and Journal before  
11 its consideration by the House.

12 (b) No resolution relating to the rules of the House which has  
13 been referred to the standing Committee on Rules and Journal shall  
14 be tabled or reported adversely by such committee except by the  
15 unanimous vote of all members of such committee.

16 **Rule 3703. Printing.** Resolutions to which this Article 37 apply  
17 shall be printed and are subject to subsection (c) of Rule 2507.

18 **Rule 3704. Adoption of Resolutions.** Resolutions to which this  
19 Article 37 apply shall be subject to Rule 2902.

20 **Rule 3705. Special Sponsorship of Rule Change Resolutions.**  
21 Notwithstanding any provision of the rules of the House to the  
22 contrary, no referral to the standing committee on rules and journal  
23 shall be required for the adoption of a resolution adopting, amending  
24 or revoking any one or more rules of the House at the commence-  
25 ment of a legislative session, and adoption of any such resolution  
26 shall require only the affirmative vote of not less than a majority of  
27 the members then elected (or appointed) and qualified, subject to  
28 the following conditions: (a) The resolution is sponsored by the  
29 Speaker or the standing committee on rules and journal and (b)  
30 either (1) a copy thereof is mailed to each member by deposit in  
31 the United States mails not later than 11:00 p.m. on the Thursday  
32 preceding the Monday on which the legislative session is to com-  
33 mence or (2) in lieu of mailing, copies of the resolution are made  
34 available to members on the first day of the legislative session and  
35 consideration under Rule 3704 occurs on the second legislative day

36 **Rule 3901. Bills Amending Existing Statutes.** Any bill intended  
37 to amend or repeal any section or sections of the Kansas Statutes  
38 Annotated shall recite in its title the section or sections to be  
39 amended or repealed, and if to amend or repeal any section of a  
40 session law not in Kansas Statutes Annotated, the section and chapter  
41 of the session law affected.

42 **Rule 3902. Bills, Copies.** Each bill introduced shall consist of an  
43 original and copies. All bills shall be printed with as many copies

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1 as the Speaker specifies. Except for prefiled bills, printing shall be  
2 ordered subsequent to introduction.

3 **Rule 3903. Showing Committee Amendments.** All bills and res-  
4 olutions reported by a committee with recommendation for amend-  
5 ments and to be passed as amended shall be reprinted.

6 **Rule 3904. Substitute Bills.** When a substitute bill is recom-  
7 mended by a committee report, and when an amendment from the  
8 floor is adopted replacing the bill under consideration with a sub-  
9 stitute bill, the substitute bill shall be printed in the manner provided  
10 for bills introduced, and the bill number designation shall be sub-  
11 stantially as follows:

12 (a) In the case of bills substituted for House bills, "Substitute  
13 for House Bill No. \_\_\_\_\_," and the blank shall be filled with  
14 the number of the bill for which substitution is made or  
15 recommended.

16 (b) In the case of bills substituted for Senate bills, "House Sub-  
17 stitute for Senate Bill No. \_\_\_\_\_," and the blank shall be filled  
18 with the number of the bill for which substitution is made or  
19 recommended.

20 **Rule 3905. Appropriation Bills.** All bills making an appropriation  
21 shall be printed and distributed at least 48 hours before such bills  
22 are considered by the House.

23 **Rule 3906. Committee of the Whole Amendments.** If a bill or  
24 concurrent resolution is amended by the committee of the whole,  
25 it shall be reprinted showing the amendments.

26 **Rule 3907. Concurrent Resolutions, When Printed.** (a) Concur-  
27 rent resolutions to amend the Constitution of Kansas, to call a con-  
28 stitutional convention to amend the Kansas constitution, to ratify  
29 amendments to the Constitution of the United States, to apply for  
30 a United States constitutional convention or to amend the joint rules  
31 of the House and Senate shall be printed as provided for bills under  
32 Rule 3902.

33 (b) Other concurrent resolutions shall be printed as provided for  
34 bills under Rule 3902, unless otherwise directed by the Speaker.

35 **Rule 3908. Embellished Printing of Certain Resolutions.** Unless  
36 otherwise directed by the Speaker, not more than five copies of any  
37 enrolled House resolutions and any enrolled House concurrent res-  
38 olutions may be printed on embellished parchment and shall be  
39 distributed as directed by the resolution. Additional copies of any  
40 resolution may be printed on embellished parchment and mailed at  
the expense of the member requesting such additional copies.

41 **Rule 3909. House Resolutions.** Subject to Rule 3908, House res-  
42 olutions shall not be printed, except resolutions to amend rules of  
43

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1 the House, to approve or disapprove executive reorganization orders  
2 or if the resolution has been referred to a committee, in which cases  
3 the resolution shall be printed.

4 **Rule 4101. Journal; Preparation.** The daily Journal of the House  
5 of Representatives shall be prepared by the chief clerk in accordance  
6 with the Rules of the House.

7 **Rule 4102. Entering in Journal.** When a bill, order, motion or  
8 resolution is entered in the Journal, the names of the members or  
9 legislative committee introducing or moving the same shall be  
10 entered.

11 **Rule 4103. Resolutions in Journal.** All House resolutions and all  
12 House concurrent resolutions shall be printed in the Journal when  
13 introduced.

14 **Rule 4104. Messages from the Governor in Journal.** All mes-  
15 sages from the Governor and all executive reorganization orders shall  
16 be printed in the Journal.

17 **Rule 4105. Calendar; Preparation.** The House Calendar shall be  
18 prepared for each legislative day by the chief clerk in accordance  
19 with the Rules of the House.

20 **Rule 4106. Status of Bills and Resolutions Shown in Calendar.**  
21 The status of all House and Senate bills and concurrent resolutions  
22 and House resolutions shall be shown by number in the Calendar  
23 for each legislative day.

24 **Rule 4107. Copies of Journals and Calendars.** Each member  
25 shall be furnished with a printed copy of the daily Journal and the  
26 daily Calendar.

27 **Rule 4301. Employees; Employment.** Such employees as are  
28 necessary to enable the officers, members and committees to prop-  
29 erly perform their duties and transact the business of the House  
30 with efficiency and economy shall be recruited under the supervision  
31 of the director of legislative administrative services subject to ap-  
32 proval of the Speaker. The director of legislative administrative serv-  
33 ices shall keep a roster of the employees of the House and an account  
34 of the hours of service performed. No employee shall lobby for or  
35 against any measure pending in the Legislature and any employee  
36 violating this rule shall be discharged immediately.

37 **Rule 4302. Special Order.** Any matter may be made the special  
38 order for any particular time or day, but all requests and motions  
39 for special orders shall be referred to the committee on rules and  
40 journal, which may designate particular times and days for such  
41 special orders and report to the House for its approval. Upon adop-  
42 tion of such report by  $\frac{2}{3}$  of the members present, the matters  
43 designated shall stand as special orders for the times stated, but no

1 special order shall be made more than seven days in advance. This  
2 Rule 4302 shall not apply to executive reorganization orders or res-  
3 olutions relating thereto.

4 **Rule 4303. Petitions; Presentation.** Petitions and memorials ad-  
5 dressed to the House shall be presented by a member.

6 **Rule 4304. Petitions; Endorse Name.** Each member presenting  
7 a petition or memorial shall endorse it with their name or the name  
8 of the committee, and a brief statement of its subject.

9 **Rule 4305. Open Meetings.** The open meeting law (K.S.A. 75-  
10 4317 *et seq.* and amendments thereto) shall apply to meetings of  
11 the House of Representatives and all of its standing committees,  
12 select committees, special committees and subcommittees of any of  
13 such committees.

14 **Rule 4501. Referral of Executive Reorganization Orders.** When-  
15 ever an executive reorganization order is received from the Gov-  
16 ernor, it shall be referred to an appropriate committee by the  
17 Speaker.

18 **Rule 4502. Committee Report on Executive Reorganization Or-**  
19 **ders.** The committee to which an executive reorganization order is  
20 referred shall report its recommendations upon every executive re-  
21 organization order referred to it, in the form of a House resolution,  
22 not later than the 60th calendar day of any regular session, and not  
23 later than 30 calendar days after it has received such referral which-  
24 ever of the foregoing occurs first.

25 **Rule 4503. Return in Event of Committee's Failure to Report.**  
26 In the event that a committee fails to report upon an executive  
27 reorganization order and upon all resolutions relating thereto referred  
28 to it within the time specified in Rule 4502, such committee shall  
29 be deemed to have returned the same to the House without rec-  
30 ommendation thereon.

31 **Rule 4504. Special Order of Business for ERO.** When a report  
32 or return of an executive reorganization order is made, it and all  
33 resolutions for approval or disapproval thereof shall be made the  
34 special order of business on a particular day and hour specified by  
35 the Speaker but not later than the last day the executive reorgan-  
36 ization order may be disapproved under section 6 of article 1 of the  
37 Constitution of Kansas.

38 **Rule 4505. Nonapplication to Bills.** This Article 45 shall not apply  
39 to bills amending or otherwise affecting executive reorganization  
40 orders.

41 **Rule 4506. Nonaction When Moot.** The House shall act to ap-  
42 prove or reject every executive reorganization order unless at the  
43 time set for such action the Senate shall have already rejected such

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1 executive reorganization order.

2 **Rule 4701. Impeachment; Powers.** Nothing in the rules of the  
3 House or in any statute shall be deemed to impair or limit the  
4 powers of the House of Representatives with respect to  
5 impeachment.

6 **Rule 4702. Same; Select Committee.** The Speaker may appoint  
7 a select committee comprised only of members of the House of  
8 Representatives, and appoint its chairperson, to inquire into any  
9 impeachment matter. Any such committee may be appointed at any  
10 time and shall meet at the call of its chairperson or at the direction  
11 of the House, with the numbers of such appointees being minority  
12 party members and majority party members in the same proportion  
13 as for the entire House membership.

14 **Rule 4703. Same; Reference.** The Speaker may refer any im-  
15 peachment inquiry or other impeachment matter to any standing  
16 committee or any select committee appointed under Rule 4702, and  
17 any committee to which such a referral has been made shall meet  
18 on the call of its chairperson.

19 **Rule 4704. Same; Report.** Whenever a report is made by a  
20 committee to which an impeachment inquiry or other impeachment  
21 matter has been referred, the report thereon shall be made to the  
22 full House of Representatives, except that any such report may be  
23 submitted preliminarily to the Speaker.

24 **Rule 4705. Same; Call into Session.** The Speaker or a majority  
25 of the members then elected (or appointed) and qualified of the  
26 House of Representatives may call the House of Representatives into  
27 session at any time to consider any impeachment matter.

28 **Rule 4706. Same; Procedure.** The Speaker and any officer or  
29 committee acting under authority of this rule may follow any statutory  
30 procedure to the extent the same is not in conflict with the provisions  
31 of this rule, but nothing in this rule nor in any statute shall be  
32 deemed to constitute a waiver of any inherent powers of the House  
33 of Representatives.

34 **Rule 4901. Complaint.** When any member of the House of Rep-  
35 resentatives desires to lodge a complaint against any other member  
36 of the House of Representatives, requesting that the member be  
37 censured or expelled for any misconduct, the complaining member  
38 shall file a written statement of such complaint with the chief clerk  
39 and such complaint shall bear the signature of the complaining  
40 member.

41 **Rule 4902. Select Committee; Consideration of Complaint**  
42 Whenever any complaint has been filed under this rule, the Speaker  
43 shall appoint a select committee for consideration thereof. The selec

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1 committee may dismiss the complaint after the inquiry or may set  
2 the matter for hearing. Reasonable notice and an opportunity to  
3 appear shall be afforded the member complained of at any hearing  
4 held hereunder. Any select committee meeting under authority of  
5 this section shall be authorized to meet and exercise compulsory  
6 process without any further authorization of any kind, subject, how-  
7 ever, to limitations and conditions prescribed in article 10 of chapter  
8 46 of Kansas Statutes Annotated. Upon completing its hearing the  
9 deliberations thereon, the select committee may dismiss the com-  
10 plaint or may make recommendations to the full House of Repre-  
11 sentatives for censure or expulsion.

12 **Rule 4903. Action by House.** Upon receiving any report under  
13 Rule 4902, the House of Representatives may, without further hear-  
14 ing or investigation, censure or expel the member complained of.  
15 Censure or expulsion of a member shall require a 2/3 majority vote  
16 of those members elected (or appointed) and qualified of the House  
17 of Representatives.

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