

# LEGISLATIVE ADVISORY COMMITTEE TO THE COMMITTEE ON ADVANCED TUITION PAYMENT

## RULES OF PROCEDURE

(Adopted September 7, 2011)

### **Rule 1. Membership**

The Legislative Advisory Committee to the Committee on Advanced Tuition Payment (the Advisory Committee) consists of the following 8 members: Two members from each of the major caucuses in the House of Representatives and two members from each of the major caucuses in the Senate.

The Advisory Committee shall select from among its members one Chair and one Vice Chair.

### **Rule 2. Meetings**

The Advisory Committee shall meet at least once per year. The Chair shall determine the date, time, and place of meetings. Notices of Advisory Committee meetings shall be posted on the House of Representative's and the Senate's website and in the printed Legislative Meeting Schedule.

### **Rule 3. Quorum**

**5 members** of the Advisory Committee shall constitute a quorum. The Advisory Committee may meet without a quorum present but shall not adopt recommendations or vote without a quorum present in person or by phone.

### **Rule 4. Decisions**

The Advisory Committee shall make decisions on the basis of consensus whenever possible. Where a consensus does not emerge, a majority of the members present must vote in favor of an action for it to be adopted. Adoption of final recommendations shall require at least **5 yes votes**.

### **Rule 5. Meeting Records**

Legislative fiscal committee staff will maintain and keep the official records of Advisory Committee meetings.

### **Rule 6. Expenses**

The travel expenses of legislators on the Advisory Committee shall be paid by the member's legislative body.