

**Ad hoc committee** — an informal committee

**ALIS Online** — The Internet service provided by the legislature to make available to the general public most of the paperwork of the legislature. The ALIS Online address is <http://www.azleg.gov>

**Amendments** — changes to a bill.

**Caucus** — a) the members of a particular political party in one branch of the legislature. For example, the Republican Senators are members of their caucus, the Republican House members are members of their caucus, and so on. b) a meeting of caucus members.

**Committee of the Whole** — a gathering of the House or Senate at which time bills are debated by the entire body.

**Conference Committee** — a committee consisting of both House and Senate members, convened to reconcile differently amended versions of a bill which has passed in both houses.

**Engrossing** — merging amendments with a bill prior to third or final reading.

**Final Reading of Bills** — Similar to third reading, but applies to bills which have been sent to the Senate from the House.

**First Reading of Bills** — a largely ceremonial step introducing a bill for the first time to the entire Senate.

**Hopper** — a box in the office of the House Chief Clerk or Senate Secretary into which intro sets are placed when a bill is ready to be filed.

**Interim** — the period between regular sessions of the legislature.

**Interim Committee** — a committee which meets between the adjournment of one session of the legislature and the beginning of another. Interim committees often meet to gather facts & hear testimony. What is learned at these hearings often serves as the basis for proposed legislation for the next legislative session. Most interim committees are also joint committees.

**Intro Set** — paperwork which authorizes a sponsor to file a bill.

**Joint Committee** — a committee which has members of both the Senate and the House of Representatives. Some joint committees also have members of the general public

**Legislative Council** — a staffing arm of the legislature, primarily charged with the actual drafting of proposed legislation.

**Pages --** Extremely dedicated young men and women who work incredibly long hours for miserably low pay. They run and fetch, they gopher, they clean up, they sit and wait patiently through interminable debate for the opportunity to serve.

**Reconsider, motion to** — a parliamentary maneuver aimed at getting a second chance to vote on a bill.

**Second Reading of Bills** — The step in which newly introduced bills are assigned to a standing committee.

**Select committee** — a committee which has one or more members from the private sector.

**Senate Calendar** — a listing of bills ready for third or final reading.

**Session** — a meeting of the legislature. Each two year legislature has two regular sessions. Each session begins on the second Monday in January and adjourns when its business is done.

**Session Law** — A) a book prepared each year which contains those sections of the Arizona Revised Statutes which were changed as a result of legislation enacted. B) temporary or nonpermanent law, such as a law authorizing a study committee of limited duration.

**Sine Die** — the end of a legislative session.

**Sponsor** — a member of the House or the Senate who gives permission to have a bill introduced in his name.

**Standing Committee** — At the beginning of the first year of each new legislature the President of the Senate & Speaker of the House make appointments to various standing committees. These appointments are generally for the full length of the two year legislative term. As commonly referred to, standing committees review bills and conduct inquiries as part of the early stages of the legislative process.

**Strike Everything amendment** — essentially, replacing one bill with another.