

Act	A bill that has become law.
Action	Any step of legislative procedure taken up on a bill, resolution, or other legislative business.
Adjourn	To discontinue the proceeding(s). A motion to adjourn is generally in order except when voting, or when a legislator is speaking.
Adjournment	Termination of legislative activities at the conclusion of each legislative day, or ending of the <u>first regular session</u> of a Legislature. (See <i>Uniform Rule 52</i>)
Adjournment sine die	Termination of a <u>second regular session</u> , that has the effect of closing the session and terminating all unfinished business before both legislative bodies. (See <i>Uniform Rule 52</i>)
Administration measure	Bill sponsored by the Governor, and introduced ‘By the Rules Committee by Request of the Governor’. An administrative measure is also referred to as a ‘Governor’s Bill’. (See <i>AS 24.08.060(b)</i> and <i>Uniform Rule 37</i>)
Administrative procedure act	Procedures for adopting, amending, or repealing regulations. (See <i>AS 44.62</i>)
Adoption	Formal approval or acceptance; can refer to approved motions, amendments, or entire legislative measures.
Allocation	An amount of money established as a guideline for expenditure by a state agency, for a stated purpose within the total amount of an appropriation.

Amend	To alter formally by modification, deletion, or addition.
Amendment	Any modification, deletion, or addition that alters the form or substance of legislation or a motion.
Apportionment	Allocation of members of the legislators among the districts. This is done after the census is complete which is taken every ten years. (See <i>Alaska Constitution Art. VI</i>)
Appropriation	A legislative authorization for a state agency to spend a certain amount of money, with allocations that list a stated purpose and can include a specific funding source. An appropriation usually has a time limit as to when it may be expended.
Appropriation bill	A bill making appropriations.
<i>General appropriation bill</i>	Makes appropriations for the estimated expenses of state government for a fiscal year; initially introduced at the request of the Governor. (See <i>Alaska Constitution, Art. IX, Sec. 12</i>)
<i>Reappropriation bill</i>	Appropriates money from unexpended and unobligated balances of prior year appropriations for new purposes.
<i>Special appropriation bill</i>	Makes an appropriation for specific ‘special’ purposes not included in the general appropriation bill.
<i>Supplemental appropriation bill</i>	Appropriates additional money for the current fiscal year to cover deficiencies to meet unexpected needs.
Appropriation act	An appropriation bill that has become law.
At ease	A break in floor activities, usually to allow legislators an opportunity to discuss legislation informally with fellow members.

Bicameral	When the legislature is composed of two chambers. The Alaska Legislature is made up of the House of Representatives and the Senate.
Bill	A proposed law that has been introduced in either house of the Legislature. Also known as a measure.
Bipartisan	Multi-party cooperation on a matter that is essentially political (see also Nonpartisan).
Bloc	A group of legislators who have certain interests in common and who vote together on matters affecting those interests.
Bond	A certificate of indebtedness issued by the government in return for money it has borrowed; a promise to pay a specified sum of money at a fixed time in the future and carrying interest at a fixed rate.
<i>General obligation bonds</i>	Bonds backed by the full faith and credit of the issuing government.
<i>Revenue bonds</i>	Bonds on which the principal and interest are to be paid solely from money generated by the project they finance.
Budget	A formal plan of government expenditure for a fiscal period including the means of financing the expenditures.
<i>Capital budget</i>	A plan of expenditures for land acquisition and construction, repair, engineering, and design of facilities and major equipment.
<i>Operating budget</i>	A budget for government expenses other than capital expenditures.
Budget address	See State of the Budget .
Budget and audit committee	See Legislative Budget and Audit Committee .

Budget document	The Governor's budget publication that presents all estimated receipts and proposed expenditures for each agency for the succeeding fiscal year, including comparisons with prior fiscal years. The budget must be accompanied by a general appropriation bill to authorize the proposed expenditures (see <i>Executive Budget Act, AS 37.07</i>).
Budget Request Unit (BRU)	A group of components that logically consolidate to form a plan of performance for achieving a specific goal of state government. Generally a BRU contains means to support activities under the direction of a single program manager.
Budget year	The fiscal year for which the budget is being considered by the Legislature.
Bush	A term used to refer to rural Alaska, that part of the state away from urban centers and principal state highways.
By request	These words follow the name of the sponsor or sponsoring committee on a measure to indicate that the sponsor or committee does not necessarily endorse the measure but is introducing it as a courtesy.
Calendar	A list of measures prepared by the Rules Committee giving the order in which the measures are to be considered in second and third reading. The calendar is prepared for each day that the legislature is in session.
Call of the House	A request by a member to compel the attendance of absent members who have not been previously excused from the call. If a quorum is present, business may continue other than that on the measure under con-

sideration at the time of the call. (See *Uniform Rule 16*)

Canvass	A survey to determine voters' attitudes or support for a candidate or issue.
Capital budget	See Budget .
Capital improvement plan (CIP)	A six-year forecast of proposed expenditures for construction and improvement of facilities and major equipment with a proposed method of financing them. The capital budget proposes funding for the first fiscal year of the plan and the following five fiscal years comprise the Governor's priorities for such projects over the long run.
Caucus	A meeting of party or coalition members to decide on policies and actions.
Chair	The person who presides over a meeting of a committee.
Chapter	A bill that has become law; an Act. Each chapter is assigned a chapter number in the Session Laws of Alaska for a given year in the order in which it became law (e.g. Chapter 1, SLA 2000).
Chief Clerk	An officer of the House of Representatives who is responsible for duties provided for by law, the Uniform Rules, and orders of the House. The Chief Clerk is nominated by the Rules Committee and elected by a majority vote of the full membership. (See <i>AS 24.10.030</i> and <i>Uniform Rule 3(a)</i>)
Citation	A document expressing commendation, condolences, appreciation or congratulations to an individual or group. It is subject to approval by both houses. (See <i>Uniform Rule 50</i>)

Coalition	An alliance of factions for some specific purpose; a grouping of parties into a working majority or minority.
Code	A compilation of laws on a given subject; the official publication of the statutes of the state, i.e., the Alaska Statutes.
Committee	A body of legislators appointed to handle certain business and report back to the parent body.
<i>Conference committee</i>	A committee with members appointed from each house to resolve differences between the houses on measures previously adopted by both houses.
<i>Conference committee with limited powers of free conference</i>	A conference committee that has been granted the power to report new amendments for specific areas of unresolved differences on a measure.
<i>Interim committee</i>	A committee established by law or resolution to study issues, prepare reports, etc., between legislative sessions.
<i>Joint committee</i>	A committee established by concurrent resolution composed of members of both houses, usually to save time in hearing witnesses on a subject under consideration by both houses. (See <i>Uniform Rule 21</i>)
<i>Special committee</i>	A committee established by simple resolution composed of members of one house and appointed by the presiding officer to accomplish a specific task and report findings. (See <i>Uniform Rule 21</i>)
<i>Standing committee</i>	A permanent committee established by the Uniform Rules to which bills and resolutions are assigned for consideration. (See <i>Uniform Rule 20</i>)
<i>Whole, committee of the</i>	The full membership of a house sitting as a committee to hear witnesses or discuss legislation without making a decision.

Commodities	Within a budget request, items that are normally consumed within one year after they are obtained, e.g. pencils, paper, etc.
Companion bills	Bills, identical in wording, introduced in each house; will most likely not have the same number.
Conference committee	See Committee .
Concurrence	The action by which one house accepts the amendments made to a measure by the other house.
Confirmation	Process by which the Legislature, sitting in joint session, approves or disapproves certain executive appointments made by the Governor.
Conflict of interest	A situation when a public official takes or withholds official action or exerts official influence that could substantially benefit or harm a financial matter in which the person has a direct or indirect private interest (See <i>AS 24.60.030</i>).
Consensus	A broad agreement that, while not necessarily all embracing, does embrace enough elements to obtain support from a majority.
Constitutional Amendments	The legislature may propose amendments to the state constitution through the adoption of a joint resolution. A 2/3 vote in each house is required for passage. Joint resolutions adopted by the legislature are submitted to the voters for approval or rejection. (See <i>AS 24.08.200</i>)
Contractual services	Within a budget request, a classification of proposed expenditure for services provided

to an agency from external sources (may include postage, phone, communications, printing, advertising, repairs, rental of equipment, professional services, etc.).

Court Rule Change and Vote

If a bill changes a supreme court rule of practice or procedure, the bill must contain a section expressly citing the rule. The title of the bill must also have the change noted. To be effective, the section containing the change must be approved by a vote of 2/3 of each house. (See *Uniform Rule 39(e)* and *Alaska Constitution, Art. IV, sec. 15*)

Daily Calendar

See **Calendar**.

Debate

Formal discussion and argumentation of a matter before a legislative body or a committee.

Division of a question

Dividing a proposed amendment into parts for voting purposes; done by a motion.

Do pass

An affirmative recommendation made by a committee or committee member in sending a bill to the floor for additional action. “Do Pass If Amended” recommends a certain change in a bill.

Duplicate bill

See **Companion bill**.

Effective date

Date on which an act takes effect; 90 days after the enactment unless otherwise specified in the law itself.

Effective date clause and vote

If a bill or portion of a bill contains material having an effective date other than the date that is 90 days after the date the bill becomes law, the bill must have a section stating it. This section must be approved by a 2/3 vote to become effective. (See

Uniform Rule 39(f)

Enabling legislation	A resolution or bill authorizing an agency, officer, or employee to do something.
Enacting clause	The clause “Be it enacted by the Legislature of the State of Alaska” which is required by the Alaska Constitution to head all bills to formally express legislative authorization. (See <i>AS 24.08.040</i>)
Enactment	Legislative measures that become law because they are signed by the governor, become law without signature, or become law because a veto is overridden. (See <i>AS 01.10.070(f)</i>)
Engrossment	The preparation of an exact and official copy of a measure in the house of origin, along with amendments and proper signatures, before transmitting the measure to the other house.
Enrolled bill	The final official copy of a bill as approved by the Legislature before transmittal to the Governor.
Equipment	Within a budget request, a classification of proposed expenditure for items of a durable nature, e.g. boats, office equipment.
Executive order	An order of the Governor that has the force of law and makes changes in the organization of the executive branch or the assignment of agency functions. Executive Orders may be disapproved by the Legislature meeting in joint session. (See <i>Alaska Constitution, Art. III, sec. 23, AS 24.08.210</i> and <i>Uniform Rule 49(a)(4)</i>)
First reading	See Reading .

Fiscal note	A statement itemizing costs of proposed legislation beyond those included in an agency's regular budget submission; usually prepared in conjunction with new bills. (See <i>AS 24.08.035</i>)
Floor	Reference to the interior of the chamber of either house. <u>Floor action</u> suggests consideration and debate by the full membership of the House or Senate.
Free conference committee	See Committee .
General appropriation bill	See Appropriation .
General fund	The fund in which most state revenues are deposited and that is available for any legally authorized purpose. The fund is used to finance the general operations of state agencies. With certain exceptions, the Alaska Constitution (<i>Art. IX, Sec. 7</i>) prohibits the dedication of 'earmarking' of funds.
General fund match	General fund money that is appropriated for a specific program in order for the state to receive federal receipts for that program.
General obligation bond	A contractual funding device given as an obligation to repay money; the funds obtained from sale of the bond may be used for a variety of capital improvements that have been authorized by law and ratified by the voters, backed by the full faith and credit of the issuing government. (See <i>AS 24.08.037</i>)
Germane	Relevant and appropriate; used to refer to the appropriateness of amendments or sub-

stitutes.

Governor's bill

See **Administrative measure** .

Grandfather clause

A provision in a bill to make special allowance for persons or groups who were involved in the regulated activity before the enactment of new legislation.

Grants

Funds disbursed by the state to units of local government and to individuals in payment of various benefits and claims based on statutory or administrative requirements. Some of the types of grants include: Designated, Municipal, Named Recipient, Unincorporated, Competitive.

Hearing

A formal session of a legislative committee at which business is conducted or testimony is received.

Held over

Term referring to a bill that is held for further consideration until a subsequent legislative day.

Hopper

A depository for bills filed for introduction.

House

Generally, either body or chamber of the Legislature; capitalized, it refers to the House of Representatives.

House Chief Clerk

See **Chief Clerk**.

Impeachment

The formal process of bringing charges against a civil officer of the state by the Senate. The official is then tried by the House of Representatives. (See *Alaska Constitution, Art. II, Sec. 20*).

Indefinite postponement

A procedural action to prevent further action on a legislative measure.

Initiative	The process by which citizens may exercise their right to propose and enact laws. The proposition is placed on the ballot through a petition signed by a specified percentage of voters. (See <i>Alaska Constitution, Art. XI</i>)
Interagency receipts	Funds transferred from another state agency or from a separate appropriation within a state agency as a result of a contract for service.
Interim committee	See Committee .
Introduction	The presentation of a bill or resolution by placing it on the senate secretary's or chief clerk's desk; formally accomplished when a house is in session and it is read by title (first reading) and then referred to committee. (See <i>AS 24.08.060</i> and <i>Uniform Rule 37</i>)
Joint committee	See Committee .
Joint session	See Session .
Journal	An official record maintained by each house and reporting essential items of daily business. The journal is not a verbatim record. (See <i>Uniform Rule 9</i>).
Law	A rule formally recognized as binding and enforced by controlling authorities. Statute law is law enacted by the Legislature. Common law is law set by precedent in court and by interpretation of the Constitution and statute law.
Legislative Affairs Agency	The service agency of the Legislature; operated at the direction of the Legislative Council through an executive director.

Legislative Audit	Staff agency of the Legislative Budget and Audit Committee, under the immediate supervision of the legislative auditor, who serves at the pleasure of the Legislature. (See AS 24.20.241-311)
Legislative Budget and Audit committee	Permanent interim committee composed of five members of each house, responsible for the functions of fiscal analysis, budget review, and post-audit (See AS 24.20.151-209).
Legislative Council	Permanent interim committee, composed of seven members of each house; supervises the Legislative Affairs Agency (See AS 24.20.010-140).
Legislative Finance	Staff agency of the Legislative Budget and Audit Committee; responsible for performing fiscal analysis and budget review. (See AS 24.20.211-231)
Legislative immunity	A constitutional privilege for legislators from civil process and arrest while the legislature is in session, except for felony or breach of peace (see <i>Alaska Constitution, Art. II, Sec. 6</i>).
Legislative intent	A stated goal of the Legislature in enacting legislation. Intent does not have the force of law, but may be used to interpret statutory language.
Legislature	The lawmaking body of the state; in Alaska, composed of 40 representatives elected to 2-year terms and 20 senators elected to 4-year terms from districts based on population. Each Legislature has a duration of two years, encompassing two regular sessions and any special sessions during that period, and is numbered ac-

cordingly (the 22nd Legislature runs from 2001-2002).

Lobbyist

A person who is employed or who contracts to communicate with public officials for the purpose of influencing legislative or administrative action. (See *AS 24.45*)

Majority leader

Leader of the majority party or coalition in either the House or the Senate. In the House, second in command to the Speaker.

Mason's Manual of Legislative Procedure

The definitive reference manual for parliamentary procedure unless specifically covered by the Legislature's own written rules. (See *Uniform Rule 55*)

Measure

A term used for a bill, joint resolution, concurrent resolution, or simple resolution.

Minority leader

Leader of the minority party or coalition in either the House or the Senate.

Move the previous question

A nondebatable motion which, if approved, cuts off further debate and consideration of additional amendments and brings the pending matter to an immediate vote.

Nonpartisan

Not affiliated with any political party.

Notice of reconsideration

A notice, which may be given by any member, allowing a second vote to be taken on a measure on the next legislative day (or the same day by two-thirds vote of the full membership). Calling up a bill on reconsideration cancels the previous vote on the question. (See *Uniform Rule 30*)

Ombudsman

A public official who is appointed by the legislature to investigate complaints by individuals about the activities of state government agencies. (See *AS 24.55*)

Operating budget	See Budget .
Oversight	Legislative review of state agency operations. The system through which the Legislature can determine if its laws are working properly.
Override	To pass a bill after the Governor has vetoed it. A vote of 2/3 of the legislature sitting in joint session is required to override a veto. A 3/4 vote is required if the bill is to raise revenue or is an appropriation bill. (See <i>Alaska Constitution, Art. II, sec. 16</i> and <i>Uniform Rule 45</i>)
Parliamentarian	A person skilled in parliamentary rules, practice, or debate. (<u>Parliamentary procedure</u> is a system of maintaining order in organizations. It provides an approved and uniform method of conducting meetings in a fair, orderly, and expeditious manner. The legislature uses Mason's Manual on Legislative Procedure, edition 2020.)
Partisan	Taking the part of or strongly supporting one side over another.
Per diem	A daily allowance for expenses to cover costs of hotels, meals and related expenses while traveling on authorized state business away from permanently assigned duty station.
Personal bill deadline	An individual legislator can not introduce legislation after the 35 th day of the second regular session of the legislature. (See <i>Uniform Rule 44</i>)
Personal services	Within a budget request, a classification of proposed expenditure that includes salary, overtime, and benefits for permanent and

temporary staff personnel.

Piggyback	The process of attaching a legislative proposal concerning a particular issue to a similar piece of popular legislation in an effort to get it passed by a house.
Point of order	An objection raised by a legislator that the rules of procedure are being violated.
Pork barrel	Legislative slang for appropriations based on political patronage such as funding for local projects.
Post audit	A review of expenditures after the fact to ensure compliance with applicable laws and regulations.
Prefiling	A procedure allowing a legislator to offer a bill or joint resolution for introduction before a legislative session begins. Each member may prefile a maximum of 10 measures at any time before January 1. Prefiled bills are not released to the public until after January 1. (See <i>AS 24.08.050</i> and <i>Uniform Rule 36</i>)
Privilege of the floor	To be able to make remarks on the floor of the legislature, the legislator must have the consent of 2/3 of the members present. (See <i>Uniform Rules 8 and 11</i>)
President	The presiding officer of the Senate.
Presiding officer	The person who presides over activities of the House or Senate, i.e. the Speaker of the House or the President of the Senate. (See <i>Uniform Rule 1(b)</i>)
Pressure group	A group or organization that tries in various ways to influence legislation or government policy.

Program receipts	Funds generated through sales of services, goods, and other items produced or provided by a state program to non-state government organization or individuals; a funding source often designated for operations of that program in budget documents.
Pro tempore	For the time being. For example, the Speaker pro tempore would be someone who is temporarily acting as the Speaker of the House.
Quorum	The number of members of a house or committee required by law or rule to be present before that body can conduct official business. (See <i>Alaska Constitution, Art. II, Sec. 12, AS 24.05.140</i> and <i>Uniform Rule 14</i>)
R.P.	See Revised program .
Reading	Refers to the three stages of the legislative process. (See <i>Uniform Rule 39</i>)
<i>First reading</i>	Formal introduction by the chief clerk or secretary reading aloud the measure number, title, and sponsor. Committee referrals are made at this time.
<i>Second reading</i>	The measure is returned to the floor of a house with a committee report(s). Debate is limited to amendments.
<i>Third reading</i>	The measure is before a house for debate and final passage on a roll call vote. Amendments cannot be made in third reading; the measure must be returned to second reading for an amendment.
Recess	A temporary halting of legislative business.
Recommittal	The return of a bill to a committee that

reported it out for further consideration.

Reconsideration

See **Notice of reconsideration**.

Referendum

The process by which citizens may exercise the right to require that a legislative act be submitted to the voters for their approval or rejection. The proposition is placed on the ballot through a petition signed by a specified percentage of voters. (See *Alaska Constitution, Art. XI*)

Referral

The sending or referring of a bill or other matter to a committee or committees for consideration and report.

Regulation

A rule, standard or order of an executive (state) agency adopted under authority of a statute passed by the Legislature; the regulation implements, interprets, or makes specific the law (See *Administrative Procedure Act, Alaska Statutes 44.62*).

Report

The presentation by a committee on a measure or other matter that was referred to the committee for action.

Rescind

A motion principally used to reverse a previous action; not in order when the question can be reached by a motion to reconsider.

Resolution

Expression of the will, wish, or direction of the Legislature. A resolution generally does not have the effect of law (*see Uniform Rule 49*).

Simple resolution

A formalized motion passed by one house only. Used to express the will, wish, view, opinion, sympathy, or request of the house adopting it.

Special resolution

Used only for the purpose of expelling a member under provisions of Art. II, Sec.

	12 of the Alaska Constitution.
<i>Concurrent resolution</i>	Similar to the simple resolution, but reflects the will, wish, view, or decision of <u>both</u> houses speaking concurrently.
<i>Joint resolution</i>	The most formal type of resolution, adopted by both houses, and signed by the Governor as a ministerial formality. It is accorded many of the formalities of a bill but is not subject to veto. Mainly used to express the view or wish of the Legislature to the President, Congress, or agencies of the U.S. government or the governments of other states. It is required for proposing or ratifying amendments to the U.S. or Alaska Constitution.
<i>Special concurrent resolution</i>	Used in considering disapproval of an executive order of the Governor under provisions of Art. III, Sec. 23, of the Alaska Constitution.
Revenue bond	See Bond .
Revised program	Formal budget adjustment that amends the budget adopted by the Legislature; proposed by an agency and approved by the Legislative Budget and Audit Committee.
Roll call vote	A vote when each member's vote is recorded. Certain questions require a roll call vote; i.e., passage of a bill. It can be by voting machine or by voice. If by voice, the House Chief Clerk or Senate Secretary would conduct the vote by calling the roll of the members.
Rules	The Uniform Rules adopted by each Legislature to govern its operation and procedure as required by the Alaska Constitution.
Second reading	See Reading .

Secretary of the Senate

An officer of the Senate who is responsible for performance of duties provided for by law, the Uniform Rules, and order of the Senate. The Secretary of the Senate is nominated by the Rules Committee and elected by a majority vote of the full membership. (See *AS 24.10.030* and *Uniform Rule 3(a)*)

Seniority

A privileged status attained by a legislator by length of service, customarily used in making assignments to committees and chairmanships.

Sergeant-at-arms

A person selected in each house by the Rules Committee to keep order in the chamber and to otherwise carry out the directions of the presiding officer as authorized by rule.

Session

A meeting of the Legislature; or the period during which the Legislature conducts meetings for enactment of laws, between convening and final adjournment.

Regular session

The Legislature convenes each year on the second Monday in January (except in the year following a gubernatorial election, when it convenes on the third Tuesday in January). Each Legislature has a duration of two years, consisting of the “First Regular Session” and the “Second Regular Session.”

Special session

May be called by the Governor or by two-thirds vote of the Legislature and is limited to 30 calendar days. A special session called by the Governor is limited to the subjects presented by the Governor in the call.

<i>Joint session</i>	A combined meeting of both houses of the Legislature when required or authorized by the Alaska Constitution and the rules of the Legislature; used for confirmation hearings, addresses by the Governor, veto overrides, etc.
Sine die	See Adjournment sine die .
Slip law	A separate printing of an act made available immediately after enactment.
Speaker	The presiding officer of the House of Representatives.
Special appropriation	See Appropriation .
Special committee	See Committee .
Sponsor	An individual, individuals, or committee who authors or agrees to introduce a measure.
Standing committee	See Committee .
State of the Budget	The Governor's presentation of the proposed comprehensive operating and capital improvement programs and financial plans to a joint session of the Legislature at the beginning of each regular session.
State of the Judiciary	An annual address to a joint session of the legislature by the Chief Justice of the Supreme Court. The address reports on the court system's operations, actions in administering justice and making recommendations for improvements.
State of the State	An annual address by the Governor to a joint session of the legislature. Its purpose is give information concerning the affairs of the State and to recommend measures

the Governor feels necessary. (See *Alaska Constitution, Article II, section 18*)

Statutes The codified body of laws enacted by the Legislature, known as the Alaska Statutes.

Substitute A proposed version of a bill that would replace one previously introduced or adopted.

Sunset law A law terminating a program or agency on a specific date, requiring reexamination and a fresh authorization for the program or agency to continue.

Suspend the rules A parliamentary procedure to set aside rules so that an action may occur that could otherwise violate those rules.

Supplemental appropriation See **Appropriation**.

Table
Lay on the table The purpose of the motion is to enable a body to lay aside a pending question in order to attend to more urgent business. (See *Mason's Manual, Sections 330 – 342*)

Take from the table A motion to bring a pending question back for consideration. (See *Mason's Manual, Section 341 & 492*)

Teleconference A meeting or hearing taking place at more than one location, linked by teleconference equipment.

Teleconference center A designated meeting place at which teleconference and/or videoconference hearings are held.

Third floor Legislative slang referring to the Governor's Office, which is located on the 3rd

floor of the Capitol Building.

Third reading

See **Reading**.

Twenty-four hour rule

- 1) The house of origin may not vote on concurrence in amendments to an appropriation bill until at least 24 hours after the bill is delivered to the body. (See *Uniform Rule 41 (c)*)
- 2) A conference committee report on an appropriation bill may not be voted upon until at least 24 hours after the report is duplicated and delivered to the bodies for distribution. (See *Uniform Rule 42*)
- 3) After a conference committee has been chosen for the budget bill(s), the weekly written notice of a committee hearing does not apply. At this time, the requirement is 24 hours. (See *Uniform Rule 23(d)*)

Uniform rules

Rules adopted by during a joint session of both legislative bodies, setting out uniform procedures for enacting bills into law and adopting resolutions. (Required by *Alaska Constitution, Art. II, Sec. 12*)

Unicameral

A one-house legislature, e.g. the Nebraska Legislature.

Veto

An official action by the Governor that nullifies legislative action in the passing of a bill or appropriation. (See *Alaska Constitution, Art. II, Sec. 15*)

Videoconference

A meeting or hearing taking place at more than one location, linked by videoconference equipment.

Whip

An assistant to the majority or minority leader. Duties include counting votes, checking attendance, and maintaining caucus discipline.

Zero-based budgeting

A budget process that is developed from a zero base each year, which challenges all assumptions of allocations.