

# Senate Agriculture, Livestock, and Irrigation Committee Committee Member Responsibilities

SENATE AGRICULTURE  
EXHIBIT NO. 5  
DATE 1/10/13  
BILL NO. \_\_\_\_\_

Committee members are responsible for:

1. Knowing the rules, protocols (for example, asking questions through the Presiding Officer and knowing what to do in an emergency), and proper questioning of witnesses (for example, not treating them as if they were on trial in a court).
2. Providing amendments in advance to the committee staff for proper drafting and editing.
3. Showing up for committee meetings and paying attention to the work of the committee, in particular to bills being heard by the committee and to witnesses who are testifying on a bill. It is important to remember that colleagues who are not on the committee may rely on members of the committee to explain a bill heard in that committee (because as much as everyone would like to read ALL the bills, legislators often rely on committee members to explain the details.) Complaints heard from the public include:
  - a. Frequent absences from a committee meeting. (Apologies to committee members may assuage the situation.)
  - b. Use of a computer/cell phone in the committee room for e-mails or other work that does not appear to be related to the bill being heard by the committee.
  - c. Frequent snacking in a manner that indicates the member is not paying attention to the bill hearing. Getting coffee, etc., is best done between hearings on bills or between hearings and executive action.
4. Letting the presiding officer or the minority vice presiding officer know if the committee member is unable to attend a committee meeting and providing a written proxy for bills and amendments to the appropriate vice presiding officer.

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