

*Image courtesy of the Capitol Square Review and Advisory Board*



Statehouse Rotunda

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## Legislative Glossary



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## **Act**

A bill passed in identical versions by both the House of Representatives and Senate and signed by the Speaker of the House and the President of the Senate. An act is then sent to the Governor for approval or veto or becomes law without the Governor's signature.

## **Adjourn/Adjournment**

A motion used to signal the end of a legislative session on a particular day and that suspends operations and terminates business until the next scheduled meeting. Adjournment sine die ("without a day") refers to the final adjournment of a General Assembly.

## **Administrative Code**

A compilation of administrative rules adopted by state agencies. These rules are collected in the Ohio Administrative Code (OAC) and are available online and in printed format through commercial publishers.

## **Administrative Rule**

A written statement of law adopted by an administrative agency pursuant to authority granted by the General Assembly to carry out the policies and intent of a statute enacted by the General Assembly.

## **Advice and Consent**

The power vested in the Senate to review and approve or reject gubernatorial appointments to various positions, such as the appointment of administrative department directors.

## **Amendment**

A proposal to alter the text of a law, bill, or another amendment by substituting, adding, or deleting language.

## **Apportionment**

See definition of Redistricting, State.

## **Apportionment Board**

A five-member board composed of the Governor, Auditor of State, Secretary of State, one person chosen by the Speaker of the House and the leader in the Senate of the same political party as the Speaker, and one person chosen by the legislative leaders in each house who are not of the same political party as the Speaker. The Board redrew state legislative districts based on the state's population as determined in the decennial United States Census. The Ohio Redistricting Commission will replace the Apportionment Board effective January 1, 2021.

## **Appropriation**

An authorization granted by the General Assembly, usually to a state agency, to spend money for a specific purpose during a fiscal year or biennium. No appropriation may be made for a period longer than two years.

## **Appropriation Spreadsheet**

A document in spreadsheet format, prepared by the Legislative Service Commission's Legislative Budget Office staff that lists individual agency appropriations by line item and compares appropriations in different versions of an operating budget bill.

## **Bicameral Legislature**

A two-house legislature. In Ohio, the legislature is called the General Assembly and comprises the House of Representatives and the Senate.

## **Biennial Session**

A meeting period for a legislature consisting of two calendar years (a biennium). This two-year period may also be referred to as a session of the General Assembly.

## **Bill**

A legislative proposal to do one or more of the following: (1) create a new law (enact), (2) change an existing law by adding new language to or eliminating

language from one or more sections of existing law (amend), or (3) eliminate an existing section or sections of law (repeal). A bill must proceed through various constitutionally prescribed steps in order to become law.

## **Bill Analysis**

A document prepared by the Legislative Service Commission's Office of Research and Drafting staff that summarizes key points of a bill and details changes to the law proposed by the bill. An analysis is revised at several stages in the legislative process. The first analysis is usually prepared when a bill is scheduled for a first hearing in committee.

## **Bond**

A certificate or other evidence of debt in which the issuer promises to repay the bondholder the amount of a loan and, usually, to pay a fixed rate of interest at specified intervals. A general obligation bond is a bond secured by the issuer's general taxing powers, often expressed, in the case of the state, as the "full faith and credit of the state." A revenue bond is a bond that is repayable exclusively from revenue generated by the specific projects financed by the bond.

## **Budget**

The biennial appropriation plan, also called an "operating budget," which allocates certain state funds to state agencies for specified purposes, including the administration and personnel of the agency, the implementation and enforcement of programs within the jurisdiction of the agency, and equipment.

## **Bulletin (Legislative)**

A publication compiled by the Clerks that records information about every bill and joint and concurrent resolution introduced, including the dates of action on each bill, bill sponsor and cosponsors, and the page numbers of the Senate and House *Journals* that contain amendments to, and roll call votes on, the bills and resolutions. The *Bulletin* also provides information about Revised Code sections affected, a list of special committees, and a subject index to bills and resolutions.

## **Calendar (Legislative)**

A legislative agenda for a day's floor session including bills and other items of business offered for consideration. *Calendars* are published by the Senate and House Clerks' offices.

## **Call to Order**

The action of convening the House of Representatives or Senate or a committee to do business.

## **Capital Appropriations Bill**

The capital appropriations bill authorizes new capital spending for projects such as the acquisition, construction, equipment, or renovation of facilities of state agencies. It is usually enacted during the second year of a biennium.

## **Capital Reappropriations Bill**

A bill reappropriating money for capital projects not completed during the two-year life of their original appropriation. A capital reappropriations bill allocates funds appropriated in an earlier bill but not spent.

## **Catalog of Budget Line Items (COBLI)**

A budget document prepared by the Legislative Service Commission's Legislative Budget Office staff that provides detailed information on every line item appropriation from every state agency. Specifically, COBLI provides a description of the line item's purpose, legal authority, funding source, appropriations for the current biennium, and four years of actual expenditure history. LSC updates this publication every year.

## **Caucus**

A meeting of a group of legislators from the same political party of the House of Representatives or Senate, usually held to discuss legislative issues and make policy and strategy decisions. This term can also refer to a group of House or Senate members determined by political party.

## **Chamber**

The official location for convening a legislative session. The House of Representatives and Senate have separate chambers.

## **Chapter (Revised Code)**

A subdivision of a title of the Ohio Revised Code. The first and second digits immediately to the left of the decimal point in a section number indicate the chapter to which it belongs. The third and fourth digits to the left of the decimal point indicate the Title. See also Title (Revised Code) and Section (Revised Code).

## Chief Administrative Officer (House)

A person employed by the House of Representatives, responsible to the Speaker of the House, who oversees the day-to-day administration of the House and supervises all House employees except those of the Clerk.

## Clerk (House and Senate)

Persons separately elected by the House of Representatives and the Senate who act as administrative officers and are responsible for keeping the official record of all bills and resolutions introduced in their respective houses. Other duties include overseeing the printing and distribution of bills, resolutions, and reports, acting as parliamentarian, and facilitating the order of business during a floor session. Various specialized clerks assist the Clerks of the House and Senate.

## Code Revision

The process of officially codifying the laws of the state. This activity is a statutory responsibility of the Legislative Service Commission.

## Codified Law

Law of a general nature that is compiled in the Revised Code and assigned a Revised Code section number.

## Commit/Refer

A motion used to assign a bill to a committee for consideration. A motion to recommit or to re-refer sends a bill back to a committee any time before passage.

## Committee of the Whole

The entire membership of the House of Representatives or Senate meeting as a body to deliberate a bill in a manner similar to a standing committee's deliberation. The General Assembly rarely uses the committee of the whole.

## Committee Report

A report issued by a committee recommending that a bill be considered for a floor vote by the full membership of the House of Representatives or Senate. A committee report consists of a signature page containing the signatures of the committee members who voted for or against the bill and a copy of the bill with any amendments attached or, if the committee adopted a substitute bill, a copy of the substitute version of the bill.

## Comparison Document (Compare Doc)

A document prepared by the Legislative Service Commission staff, commonly known as the "compare doc," that compares the current version of an operating budget bill, provision by provision, with one or more versions of the bill that were produced at preceding steps in the legislative process. Arranged alphabetically by agency, the Comparison Document includes estimates of each provision's fiscal effects but does not include the line-item appropriations, which are available in the appropriation spreadsheet. Specialized compare docs are available for conference committee deliberations.

## Concurrence in Amendments

The point in the legislative enactment process at which the first house approves (concurr in), without alteration, amendments adopted by the second house.

## Concurrent Resolution

A formal expression of the intent or wish of the legislature. This type of resolution may originate in either house but must be adopted by both houses. Concurrent resolutions most often deal with joint procedural matters, communications to the United States Congress, and invalidation of administrative and court rules.

## Conference Committee

A committee created to resolve points of difference between two versions of one bill passed by the two houses. If a conference committee resolves differences in the versions of the bill, the committee adopts a conference committee report. A conference committee report must be approved by a majority of both the House of Representatives and the Senate in order for the bill to be enacted and sent to the Governor.

## Confirmation

The Senate's approval of a Governor's appointee.

## Conflict of Interest

A situation in which a government official's private interests benefit from his or her public actions. The Ohio Ethics Laws, contained in Chapter 102 and sections 2921.42 and 2921.43 of the Revised Code, and the Legislative Code of Ethics prohibit certain actions associated with conflicts of interest.

## Constituent

A resident of a legislator's district.

## Constitutional Amendment (Ohio)

A change in the language of a section of the Ohio Constitution, the addition of a new section, or the repeal of an existing one. A proposal to amend the Constitution may originate in the legislature through the adoption of a joint resolution or through an initiative petition of the electorate. In either case, the proposed amendment must be submitted to a vote by the general electorate.

## Cosponsor

A legislator, other than the sponsor or a joint sponsor, whose name appears in the list of sponsors of a bill as an expression of support. A bill may have many cosponsors.

## Debt Service

The money needed, or payments due, to pay principal and interest on a debt.

## *Digest of Enactments*

A compilation of condensed versions of the final analyses of enacted bills published by the Legislative Service Commission.

## District (Legislative)

A geographical division of the state from which a legislator is elected.

## Effective Date

The date on which a law can first be applied and enforced. In most cases, the effective date is the 91<sup>st</sup> day after a law has been filed with the Secretary of State.

## Electoral/Electorate

A person/all persons qualified to vote in an election.

## Emergency Clause

A clause that must be included in any bill, other than a bill that levies a tax or makes an appropriation for current expenses, if the bill is to take effect immediately upon passage by the General Assembly and approval by the Governor. The clause, as constitutionally required, sets forth the reasons a bill is an emergency measure. The clause is voted on separately by the legislature and requires an affirmative vote of two-thirds of the members

of each house. If the emergency clause is approved, the bill as an emergency measure is voted on and also requires a two-thirds majority vote to pass.

## Encumbrance

The commitment of funds against a state agency's appropriations for the purchase of goods or services.

## Engrossment

The preparation of a copy of a bill by incorporating all of its amendments. The House or Senate Clerk's office engrosses a bill before it is sent to the Rules and Reference Committee and before it is sent to the other house.

## Enrolled Bill

A printed version of a bill that is prepared when the bill has passed both houses in identical form. The enrolled bill is signed by the Speaker of the House and the President of the Senate and becomes an act awaiting the Governor's approval.

## Ex Officio Member

A person who is automatically made a member of a certain committee or board by virtue of a particular office or position held.

## Executive Budget

The complete biennial financial plan that the Governor is required to submit to the General Assembly not later than four weeks after its organization (or not later than March 15 in years of a new governor's inauguration). In addition to the Governor's requested appropriations for the operations of state government, the executive budget may include the Governor's proposals for law changes needed for its implementation, as well as other budget-related information such as historical expenditures, revenue analyses, and supporting documentation.

## Executive Order

Any written or printed order, directive, rule, or regulation promulgated by the Governor to: (1) exercise his or her constitutional authority as "chief executive," (2) enforce state laws, (3) exercise responsibilities as commander-in-chief of the armed forces and civil defense forces of the state, or (4) in the role of "agent" of the state legislature, exercise powers delegated by statute to administer and implement particular state laws and programs.

## Final Analysis

A Legislative Service Commission bill analysis prepared immediately after legislation has been enacted that incorporates the last revisions made to the legislation.

## First Consideration

The point in the legislative process at which a bill is read on the floor and thereby introduced. The Ohio Constitution requires that each bill receive three separate considerations in each house.

## Fiscal Note

A fiscal analysis required by law that is prepared by the Legislative Service Commission's Legislative Budget Office staff and that estimates the financial impact of proposed legislation on state and local government revenues and expenditures. This analysis is published and updated for individual bills as part of the combined Fiscal Note and Local Impact Statement. See also Local Impact Statement.

## Fiscal Year (FY)

A 12-month budget and accounting period used for fiscal planning purposes. The state fiscal year (usually abbreviated FY, but sometimes SFY) begins July 1 and ends June 30. The federal fiscal year (FFY) begins October 1 and ends September 30. The year identified with a fiscal year is the year of the ending date. Therefore, FY 2020 is the 12-month period starting July 1, 2019 and ending June 30, 2020.

## Floor (House or Senate)

The section of the House or Senate chamber in which members are seated during legislative floor sessions.

## Gallery

The section of the House or Senate chamber from which members of the public may observe legislative proceedings.

## General Assembly

The legislative body of the state, consisting of the House of Representatives and the Senate. This term also refers to a specific biennial session of the legislature if modified with a number (e.g., 133<sup>rd</sup> General Assembly).

## General Revenue Fund (GRF)

The primary operating fund of the state. It is the fund that receives the unrestricted revenues of the state from the personal income tax, the sales tax, and

other sources. The GRF accounts for about 49% of the total appropriations made in Am. Sub. H.B. 166, the main operating appropriations act of the 133<sup>rd</sup> General Assembly.

## Greenbook

An analysis (named for its green cover) prepared by the Legislative Service Commission's Legislative Budget Office staff for an individual state agency subsequent to the state budget's enactment. In addition to a detailed analysis of the agency's budget, a greenbook contains a brief description of the agency and of the appropriations enacted in the state budget that affect it.

## Hearing

A meeting of a legislative committee in which members hear testimony from legislators, interest groups, or private citizens regarding legislation under consideration by the committee.

## Immediate Consideration

Suspension, by the House or Senate, of the constitutional requirement that bills be considered on three different days in each house, making it possible to bring a bill to an immediate House or Senate vote. The Constitution requires a two-thirds vote of the house in which the bill is pending to suspend the three-day requirement.

## Initiative

A process authorized by the Ohio Constitution that permits the electors of the state to propose laws or constitutional amendments independently of the General Assembly and allows the electors of a municipality to propose ordinances or charter amendments independently of the municipal legislative authority. An initiative petition must meet certain legal requirements, such as having the minimum number of signatures. If the petition is valid, the issue is submitted to the voters for their approval or rejection.

## Introduction

The first step in the legislative enactment process (first consideration) occurring when a member files a bill with the appropriate Clerk and the bill is considered in the regular order of floor business.

## Joint Committee

A committee consisting of both House and Senate members.

## Joint Resolution

A formal written expression of the General Assembly's opinions and wishes usually reserved for matters required by the Constitution or statutes to be in joint resolution form such as proposing amendments to the Ohio Constitution, ratifying amendments to the United States Constitution, and calling for a federal constitutional convention. To become effective, a joint resolution must be adopted by both houses.

## Joint Rules

Procedural guidelines adopted by both the House and Senate that govern matters of concern to both houses, such as committees of conference and joint sessions. In the absence of joint rules, the General Assembly refers to parliamentary guides to resolve matters concerning both houses.

## Joint Session

A combined meeting of the House of Representatives and Senate.

## Joint Sponsor

A sponsor who joins with another sponsor to introduce a bill or joint resolution.

## Journal

The official record of House of Representatives and Senate legislative floor sessions prepared and distributed by the Clerks' offices. Each house prepares its own *Journal*.

## Law

An act that has been signed by the Governor or that has become effective without the Governor's signature. This term also refers to existing statutes and, more broadly, to any rule or principle enforceable by a court.

## Laws of Ohio

A compilation of all acts and resolutions enacted by the General Assembly during a specific biennial session. Also referred to as session laws. Beginning with the 127<sup>th</sup> General Assembly, compilations have been replaced with digital copies of the acts at the Ohio Secretary of State's website (<https://www.sos.state.oh.us/legislation-and-ballot-issues/laws-of-ohio/bill-effective-dates/#gref>).

## Lay on the Table

Under general parliamentary law, a motion to temporarily postpone action on legislation. In Ohio, the effect of the motion is to dispose of an issue without taking a position on its merits. See also Take from the Table.

## Legislative Agent (Lobbyist)

A spokesperson hired to represent the interests and positions of his or her employer on issues pending before the General Assembly.

## Legislative Liaison

A person designated by a state agency to represent the agency during the legislative process and assist members of the General Assembly in understanding programs or obtaining information relative to the agency. A legislative liaison must register as a legislative agent (lobbyist).

## Legislative Service Commission (LSC)

A nonpartisan agency providing the Ohio General Assembly with drafting, research, budget and fiscal analysis, training, and other services.

## Lobbyist

See definition of Legislative Agent.

## Local Impact Statement

An analysis required by law that is prepared by the Legislative Service Commission's Legislative Budget Office staff and that estimates the net additional cost of pending legislation to counties, municipalities, townships, and school districts. Required for bills with local costs that exceed a minimum threshold, a local impact statement is published and updated for individual bills as part of the LSC combined document, Fiscal Note and Local Impact Statement. See also Fiscal Note.

## Majority Party

The political party having the most members in one house. See also Minority Party.

## Memorialize

To convey, by resolution, the opinion of the General Assembly to the United States Congress.

## Minority Leader

The leader of the minority party in each house, selected by the members of the minority party and elected by the members of each house.

## Minority Party

The political party having the fewest members in one house. See also Majority Party.

## Motion

A legislator's formal request for consideration of a proposal for action by a legislative body.

## Motion to Reconsider

A motion to reconsider the vote on a bill or resolution as if it had never been considered. The motion must be made by a member who voted on the prevailing side and must be made no later than the second legislative day following the day on which the vote was taken.

## Nonpartisan Staff

The staff of agencies that serve all members of the General Assembly regardless of the members' political party affiliations. The Legislative Service Commission and the Legislative Information Systems office are examples of state legislative agencies established to provide service on a nonpartisan basis to the General Assembly.

## Omnibus Amendment

An amendment to a bill that comprises numerous individual amendments offered as a group and voted on as a single unit.

## Open Meetings

Meetings of legislative and governing bodies that must be open to members of the public under the provisions of the Open Meetings Laws. Under these laws, the public must be properly notified of meeting times and locations.

## Operating Funds

Funds appropriated for the day-to-day administration of an agency. Operating funds do not include capital funds or subsidy funds.

## Order of Business

The order in which the House of Representatives or Senate considers items of legislative business.

## Out of Order

Not conducted in accordance with proper parliamentary rules and procedures.

## Parliamentary Procedure

Formal procedures and requirements of parliamentary debate. The House and Senate Rules establish House and Senate legislative procedure and designate a specific published parliamentary guide as the resource to consult about issues not addressed by the Rules.

## Partisan Staff

The staff serving under the majority or minority leadership of the General Assembly to provide research and administrative support to members of their party.

## Permanent Law

A common but not technically accurate term for codified law. See also Codified Law.

## Personal Privilege

A provision within legislative rules of procedure under which a member may ask to explain a personal matter but may not discuss or debate an issue during the explanation.

## President of the Senate

A senator from the majority party elected by the Senate to serve as its presiding officer.

## President Pro Tempore (President Pro Tem)

A senator from the majority party elected by the Senate to serve as presiding officer in the President's absence.

## Previous Question

A procedural motion under which a member moves to close debate on a question.

## Question (Point) of Order

A motion through which a member may question a procedure and state the rule, statute, or constitutional provision that the member believes is being violated.

## Quorum

The minimum number of members who must be present to officially conduct business.

## Recess

A formal break in a daily session of the General Assembly. Questions pending at the time of recess are resumed without any motion to that effect.

## Redbook

An analysis (named for its red cover) prepared by the Legislative Service Commission's Legislative Budget Office staff at the beginning of the legislative budget process that examines the executive budget proposal for an individual state agency. A redbook typically contains a brief summary of the agency and the provisions of the executive budget that affect the agency. They also include a detailed analysis of the executive budget recommendations for the agency, including funding for each appropriation line item.

## Redistricting Commission, Ohio

Beginning January 1, 2021, the Commission responsible for drawing the Ohio General Assembly districts based on the state's population as determined in the latest decennial United States Census. The seven-member Commission consists of the Governor, the Auditor of State, the Secretary of State, one person appointed by the Speaker of the House of Representatives, one person appointed by the House Minority Leader, one person appointed by the President of the Senate, and one person appointed by the Senate Minority Leader.

## Redistricting, Congressional

The redrawing of congressional districts according to the state's population as determined by the decennial United States Census. Beginning in 2021, the Ohio Constitution requires the General Assembly to adopt a congressional district plan by a specified bipartisan vote and in the form of a bill by September 30. If the General Assembly does not do so, the Ohio Redistricting Commission must adopt a plan by a specified bipartisan vote by October 31. If the Commission does not adopt a plan by that date, the General Assembly must adopt a plan by November 30.

## Redistricting, State

The redrawing of Ohio House of Representatives and Senate districts according to the state's population as determined by the decennial United States Census.

Formerly, the Apportionment Board drew new boundaries every ten years. Effective January 1, 2021, the Ohio Redistricting Commission will be responsible for drawing the boundaries every ten years. See also Ohio Redistricting Commission.

## Referendum

The power of the people to approve or disapprove any law (other than a law levying taxes, appropriating money for current operating expenses, or declaring an emergency) passed by the General Assembly. A referendum petition may be filed within 90 days after a law has been filed by the Governor with the Secretary of State. If the Secretary of State validates the petition, the Secretary submits the law to the voters for their approval or rejection.

## Repeal

To revoke or annul a law or rule by legislative action.

## Resolution

A formal written expression of the opinion or will of the legislature, the subject matter of which would not properly constitute a statute.

## Revised Code, Ohio

The codified law of the state, often abbreviated ORC or RC. Commercial versions of the Code, published privately, include annotations and other reference material.

## Roll Call Vote

A vote of a house in which each member's individual vote is recorded by name.

## Rules (House or Senate)

Legislative rules of procedure adopted at the beginning of each General Assembly. Both the House of Representatives and Senate adopt rules that are printed in the *Journals* of the respective houses.

## Rules and Reference Committee

A standing committee in both the House and Senate that (1) refers bills and resolutions to another standing committee for consideration and (2) under its rules function, schedules the agenda for floor sessions and performs other responsibilities as might be assigned. During some General Assemblies, the House and the Senate have created a separate Reference Committee and Rules Committee to perform these functions. See also Standing Committee.

## Second Consideration

The point in the legislative process at which the Rules and Reference Committee reports a bill back to its house with its referral (assignment) to a standing committee.

## Section (Bill)

Bills are divided into parts called “sections” with the word “section” spelled out. For example, in most bills that amend a law, the provisions of the law being amended appear in Section 1 of the bill and the repeal clause appears in Section 2.

## Section (Revised Code)

The most fundamental unit in the Revised Code organizational structure. The digits to the right of the decimal point indicate the section number. For example, section 103.13 is section 13 of chapter 3 of title 1. See also Chapter (Revised Code) and Title (Revised Code).

## Select or Special Committee

A committee created by order of the Speaker or President (or both in the case of a joint select committee) or by resolution or statute for a particular purpose or task. A select or special committee is automatically dissolved upon completion of the assigned task or upon reaching its specified termination date.

## Sergeant-At-Arms

An employee of the House of Representatives or Senate responsible for maintaining order in the chambers, halls, galleries, corridors, and committee rooms of the Statehouse and Senate building; enforcing the rules; and serving subpoenas and warrants issued by the House or Senate or any duly authorized officer or committee. The House Sergeant-at-Arms also is responsible for maintaining order in the areas of the Vern Riffe Center that are under the exclusive use and control of the House.

## Session

A meeting convened by the House of Representatives or Senate in its chamber during which the House or Senate conducts its official business. The term “session” may also be used to refer to the “Biennial Session.”

## Session Laws

See definitions of Act and Laws of Ohio.

## Simple Resolution

A formal written expression of a house, adopted only by that house, relating to its organization or extending recognition to individuals or organizations.

## Sine Die

See definition of Adjourn/Adjournment.

## Speaker of the House

A representative from the majority party elected by the House of Representatives to serve as its presiding officer.

## Speaker Pro Tempore (Speaker Pro Tem)

A representative from the majority party elected by the House of Representatives to serve as presiding officer in the Speaker’s absence.

## Special Order (of Business)

A motion to bring up an issue for any particular day and hour for consideration under a suspension of the regular order of business upon a vote by the membership.

## Sponsor

The member who introduces a bill, resolution, or amendment, sometimes referred to as the primary sponsor. The sponsor’s name appears first, often followed by cosponsors, in the heading of a bill, resolution, or amendment. Both the House of Representatives and the Senate permit a bill or resolution to list two joint sponsors.

## Standing Committee

A committee established at the beginning of a General Assembly. Most standing committees are organized by subject matter so that most bills referred to a particular committee address related topics.

## Status Report of Legislation

A report of all legislative action on all bills, joint resolutions, concurrent resolutions, and simple resolutions introduced during a particular General Assembly. Status reports for the current and several past General Assemblies appear on the General Assembly’s website at the Legislation link.

## Statutory Committee

A committee or commission created by law. The duties and membership of statutory committees are prescribed by the statutes creating them.

## Study Committee

A committee created to study a subject of interest to the General Assembly. As a result of its study, the committee may publish a report, make recommendations, or propose legislation.

## Style Clause

The constitutionally required phrase “BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF OHIO” immediately preceding Section 1 of a bill.

## Subcommittee

A committee formed under the supervision of a standing committee. A standing subcommittee functions similarly to a standing committee in that it considers several bills during a General Assembly. An ad hoc subcommittee is appointed to consider a single issue and is dissolved once its task is complete.

## Substitute Bill

A redrafted version of a bill, usually substantially amended, that replaces a preceding version.

## Sunset Provision

A provision enacted by the General Assembly that places an expiration date on an entire act or part of an act.

## Supplemental Appropriation

An additional appropriation for a purpose or agency that is made subsequent to the initial appropriation for the purpose or agency for that fiscal year or biennium.

## Supplemental Section (Revised Code)

A section of the Revised Code with a third or fourth digit to the right of the section number’s decimal point. Ideally, a supplemental section amplifies or elaborates upon the provisions of the principal section that it follows. In a chapter with many principal section numbers, a supplemental section number may have to be used for a new section of law. See also Chapter (Revised Code), Title (Revised Code), and Section (Revised Code).

## Suspension of the Rules

Dispensing with the operation of the House or Senate Rules by motion.

## Table

See definition of Lay on the Table.

## Take from the Table

Resume consideration of a tabled motion. In Ohio, a motion to take from the table is not in order and can be considered only under a suspension of the rules. See also Lay on the Table.

## Temporary Law

A common but not technically accurate term for uncodified law. See also Uncodified Law.

## Third Consideration

As provided for in the Ohio Constitution, the point in the legislative process at which the full membership of the House of Representatives or Senate votes on a bill. This step is also known as “floor action.”

## Three Considerations

Consideration of a bill on three different days by each house, as required by the Ohio Constitution. The three-day rule may be suspended by a two-thirds majority vote by the members of the house considering the bill. See also First Consideration, Second Consideration, and Third Consideration.

## Title (Bill)

The formal part of a bill immediately preceding the style clause that includes a list of all Revised Code sections the bill proposes to amend, enact, and repeal as well as a brief description of the subject of the bill. The list of sponsors and cosponsors is sometimes regarded as part of the title.

## Title (Revised Code)

The division within the structure of the Revised Code containing the most general classification of the law. Currently, there are 33 odd-numbered titles of the Revised Code, Titles 1 through 63 and one even-numbered title, Title 58. See also Chapter (Revised Code) and Section (Revised Code).

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## Uncodified Law

Law of a special nature that has a limited duration or operation and is not assigned an Ohio Revised Code section number.

## Veto

The Governor's official disapproval of an act. A veto must occur within ten days, Sundays excepted, of receipt of the act. A vetoed act must be returned to the house in which it originated accompanied by the Governor's written objections.

## Veto, Line-Item

The Governor's disapproval of an item or items in an appropriation act. Those provisions of the act that are not vetoed become law. The Ohio Supreme Court has ruled that an "item" must be separate and distinct from other provisions of the bill.

## Veto, Overriding A

The option available to the General Assembly to re-pass a bill after the Governor has vetoed it. The Ohio Constitution requires a three-fifths vote of each house (or two-thirds in certain instances) to override a veto.

## Voice Vote

A method of voting by which members indicate approval or disapproval of a measure by saying "yea" or "nay." The presiding officer determines from the yeas and nays which side prevails.