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**RULES OF THE
ASSEMBLY SELECT COMMITTEE ON CREDENTIALS**

**72ND SESSION
2003**

1. The precedence of parliamentary authority for the purpose of actions in this committee are, in order of priority:
 - a. *Constitution of the United States;*
 - b. *Constitution of the State of Nevada;*
 - c. *Nevada Revised Statutes;*
 - d. These rules; and
 - e. *Mason's Manual of Legislative Procedure.*
2. There will be seven (7) members of this committee with a minimum of four (4) members needed to convene a hearing. Four (4) members must vote in the affirmative to take any action of the committee.
3. All motions will require a second. If no second is received, that motion shall be declared invalid.
4. A two-thirds majority of five (5) members of the committee is required to reconsider any action.
5. Responsibilities of the chair of this committee are:
 - a. Prepare the agendas and distribute notices;
 - b. Notify members of the meetings;
 - c. Call the committee to order;
 - d. Administer the oath to each witness;
 - e. Require retention of verbatim minutes, backed up by audio tapes recorded during the hearing;

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- f. Prepare or supervise committee reports, with all pertinent exhibits and submit the same to the Assembly;
 - g. Appoint subcommittees as necessary; and
 - h. Preside over the meeting, maintain order and decorum during the committee meeting.
- 6. In the absence of the chair, the vice chair shall assume the duties of the chair.
 - 7. All questions will be addressed through the chair.
 - 8. The secretary of the committee shall call the roll at the beginning of each meeting and shall note the members present, absent, excused and those late without good reason.
 - 9. Minority reports may be submitted in accordance with Section 674 of *Mason's Manual of Legislative Procedure*.
 - 10. All definite actions of the committee will require roll call votes that will be duly recorded by the secretary and made a part of the minutes of the proceeding.
 - 11. Final action shall not be accomplished until all witnesses wishing to speak or testify, as indicated on the sign-in sheet, are questioned by the committee and dismissed.
 - 12. All meetings and deliberations of this committee shall be open and available to the general public and all members of the news media.