Academic Senate

CSUDH

ASCSUDH 2020-2021

Our Purpose

https://www.csudh.edu/academic-senate/constitution/

- The purpose of the General Faculty shall be:
  - (1) to perform functions assigned to it by law, by the Board of Trustees of the California State University, and by the President of the university;
  - (2) to formulate, **evaluate and recommend** to the President of the university, policies and procedures pertaining to the **development, maintenance, and improvement of the university**;
  - (3) to serve as a **medium for expressing the opinions of the faculty** members on matters affecting the operations of the university.

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Joint Statement on Shared Governance

PM 2020-01

- An effective system of shared governance within a university recognizes that the President, has ultimate authority and responsibility for decisions affecting the institution. The same system recognizes that the university benefits from a process of collaboration, meaningful consultation, and a spirit of collegiality wherein trust , collaboration, transp arency, inclusiveness, honesty, integrity, and broad communication are essential. Effective shared governance creates a "healthy campus, strengthens the quality of leadership and decision making ... enhances its ability to achieve its vision and to meet strategic goals, and increases the odds that the very best thinking by all parties to shared governance is brought to bear on institutional challenges." This collaborative work manifests primarily as shared governance informed by robust consultation.

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Joint Statement on Shared Governance

PM 2020-01

- At California State University, Dominguez Hills, our core values recognize the value of collaboration of all segments of the campus; thus, we include staff in our vision of shared governance. 7 In this context, shared governance refers to a process of joint decision-making and consultation between administration and faculty but also staff and students through our shared governance structures of the Academic Senate and the Associated Students, Inc. and related committee structures such as the University Budget Committee.

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Joint Statement on Shared Governance

PM 2020-01

- Robust consultation between the administration and the Academic Senate and the Associated Students, Inc. and when appropriate other related committees should provide consensus, and adverse review or final decision should be exercised only in exceptional circumstances, and for reasons communicated to the faculty, staff, and students. 9 Faculty, staff, and students also are to be consulted on fiscal matters that affect the instructional program of the University as delineated through the University Budget Committee but also through appropriate shared governance structures.

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Joint Statement on Shared Governance

PM 2020-01

- Consultation between the faculty, staff, students, and the administration within this context is defined as a mutual exchange of information, ideas, opinions, and recommendations from initial formulation to final determination of policy and procedures affecting the operations of those areas where primary responsibility rest s with the faculty. Consultation is meaningful if input provided is able to influence outcomes of decision making and reflects the mutuality of all stakeholders' efforts to ensure success.
- Effective and meaningful consultation, to which the Academic Senate, on behalf of the faculty , staff, students, and administration, must be characterized by openness and transparency, respectful dialogue, mutual responsibility, evidence-based problem-solving, and a commitment to being informed about and prepared to discuss relevant issues.

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Organization of the Senate

https://www.csudh.edu/academic-senate/inside-the-senate/senate-committees/

Senate Executive Committee

Policy Recommending Standing Committees

Educational Policy Committee (EPC)

Faculty Policy Committee (FPC)

Standing Committees

Academic Technology Committee, (ATC)

Council of Dept. Chairs & Program Coordinators (CDCPC)

General Education Committee (GE)

Standing Committees

Graduate Council

University Curriculum Committee (UCC)

University Writing Committee (UWC)

Ad Hoc Committees & Task Forces

Gender Equity Task Force April 2019-Current

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Gender Equity Principles

PM 2020-05

- Gender Equity Principles create a common language, a shared understanding of expectations regarding intersectional and inclusive equity opportunities for all genders at the California State University Dominguez Hills (CSUDH)…It is a promise to ensure gender equity in all divisions of CSUDH through intentional training and support as part of all onboarding and all annual training. It is a pledge to participate in and lead the collaborative efforts of the CSU system and other related educational systems to promote gender equity, and to acknowledge the equally important role people of all genders play in every aspect of University life. It is also a commitment to acknowledge and celebrate annually each divisions' achievements to support the Principles and strengthen gender equity.

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Gender Equity Principles PM 2020-05 CSUDH is committed to the following:

- 1. embracing the Equal Rights Amendment and the concept: “Equality of rights under the law shall not be denied or abridged by the United States or by any state on account of sex”;
- 2. ensuring pay equity, transparency in pay and promotion criteria, equitable workloads, and equal opportunity for all CSUDH employees and students;
- 3. maintaining equitable learning and working conditions for all CSUDH employees and students;
- 4. providing on-going education and professional development to eliminate gender-based and related intersectional forms of discrimination, unconscious bias, and retaliation in the classroom and workplace;
- 5. incorporating training for cultural shifts in the use of language to create a common language as part of professional development, which will respect and uplift all gender identities and expressions;

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Gender Equity Principles PM 2020-05 CSUDH is committed to the following:

- 6. fostering the full involvement of women and men of color, LGBTQIA2+, and non-binary leaders throughout the campus, particularly in those areas in which this representation is absent or bleak.
- 7. prioritizing gender equity and inclusion based on the intersectionality of women and men of color, LGBTQIA2+, and non-binary employees and students;
- 8. providing, without career penalties, all employees with the same access to institutional support for reproductive rights/family care and family leave for all forms of family;
- 9. making available time and accessible on-going training and education for all levels of work classifications across divisions for career advancement strategies, contract and salary negotiations, leadership development, as well as mentorship and sponsorship as integral components of one's career advancement;
- 10. ensuring all divisions reiterate CSUDH's commitment to equity by educating employees that Title IX prohibits exclusion and discrimination on the basis of sex and that CSU EO 1096 and 1097 goes further and prohibits discrimination, harassment, and retaliation on the basis of sex, sex stereotype, gender, gender identity, and gender expression, and ensuring that employees understand their rights, options, and protections.

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Senate Exec 2020-21

https://www.csudh.edu/academic-senate/inside-the-senate/senate-committees/executive/

Chair: Laura Talamante, Dept. of History (academicsenatechair@csudh.edu)

Vice Chair: Ivonne Heinze-Balcazar, Modern Languages (ibalcazar@csudh.edu)

Parliamentarian: Hal Weary, Dept. of Music (senateparliamentarian@csudh.edu)

Secretary: Dana Ospina, University Library (dospina@csudh.edu)

NTTF Rep: Rita Anderson, Dept. of Teacher Education, (rhuntanderson@csudh.edu)

EPC Chair: Salvatore (Sam) Russo, Dept. Polictical Science (srusso@csudh.edu)

FPC Chair: Terri Ares, Dept. of Nursing (tares@csudh.edu)

Statewide Senators:

Kirti Celly, Dept. of Management & Marketing (kcelly@csudh.edu)

Thomas Norman, Dept. of Management & Marketing (tnorman@csudh.edu)

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ASCSU Statewide Senate

http://www.calstate.edu/acadsen/

- The Academic Senate, founded in 1963, advances the principles of academic freedom and freedom of inquiry promotes academic excellence in the CSU.
- We recommend policies to the Board of Trustees and the Chancellor on systemwide academic, professional, and academic personnel matters.
- We are the **official voice** of the faculties of The California State University in matters of **systemwide** concern. There are four standing committees: AA, APEP, FA & FGA.
- The Academic Senate is the primary consultative body on the academic implications of **systemwide** fiscal decisions.
- The Academic Senate recommends nominees to the Governor for the Faculty Trustee member serving on the CSU Board of Trustees.
- Located at the CSU Headquarters in Long Beach, the ASCSU operates throughout the year as an agency of CSU faculty governance.
- Plenary sessions are held at the Chancellor's Office preceding each meeting of the CSU Board of Trustees from September through May.

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Voting

- All elected senators.
- The Chairperson of the Academic Senate, the immediate past Chairperson if still a member of the General Faculty, two statewide representatives to the Academic Senate of the CSU, and the Chairpersons of the Senate committees (if so designated by the Senate).
- President of the university or his/her designee
- One student chosen by the Associated Students, Incorporated.

- No senator or proxy senator may cast simultaneous multiple votes.

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Ex-Officio Members of the Academic Senate

- Voting
  - The Chairperson of the Academic Senate, the immediate past Chairperson if still a member of the General Faculty, two statewide representatives to the Academic Senate of the CSU, and the Chairpersons of the Senate committees (if so designated by the Senate).
  - President of the university or his/her designee (voting)
  - One student chosen by the Associated Students, Incorporated
- Non-Voting
  - All Vice Presidents, all Academic Associate Vice Presidents, Academic Deans,
  - The President of the CSUDH chapter of the CFA,

A quorum (or what we need to start on time and vote on resolutions)…

- A quorum of the Academic Senate will consist of a majority of the active voting members. An active voting member is defined for this purpose as a member who has attended at least one of the three most recent meetings, including the current meeting.

- If a senator cannot attend a meeting, that senator may authorize in writing another member of the general faculty to serve in his/her stead. **The authorization must be given to the Parliamentarian.** The substitute member shall represent the absent senator in the determination of a quorum, in all senate discussions, and in voting; however, no senator or proxy senator may cast simultaneous multiple votes.

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Elections & Responsibilities of Senators

- The term of the office of each elected member of the Academic Senate shall be three years.

- Each elected member of the Academic Senate shall:
  - attend Senate and committee meetings,
  - read documents/study the issues,
  - inform his/her constituency of Senate issues,
  - bring concerns and present the viewpoints of that constituency to the Senate.

- Senate members shall vote according to their own best judgment unless specifically directed otherwise by the Senator's department or other unit.

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Robert's Rules of Order: Motions

1. Obtaining the floor	Wait until the last speaker has finished	Rise and address the Chair by saying, "Mrs. Chairperson/ President."	Wait until the Chair recognizes you.
2. Make Your Motion	Speak in a clear and concise manner.	Always state a motion affirmatively. Say, "I move that we "	Avoid personalities and stay on your subject
3. Wait for Someone to Second Your Motion			
4. Motion must be Seconded			
5. If there is no second to your motion it is lost			
6. The Chairperson States Your Motion	The Chairperson will say, "it has been moved and seconded that we ...	The delegates then either debate the motion or move directly to a vote.	Once your motion is presented to the delegation by the chairperson it becomes "assembly property", and cannot be changed by you without the consent of the members.
7. Expanding on Your Motion	The mover is always allowed to speak first	All comments and debate must be directed to the chairperson	The mover may speak again only after other speakers are finished, unless called upon by the Chairperson
8. Putting the Question to the Membership	The Chairperson asks, "Are you ready to vote on the question?"	If there is no more discussion, a vote is taken.	On a motion to move the previous question may be adapted by members.

Procedural Order

When introducing business to the assembly

- Senators must request and wait for a motion from the assembly.
- Motion must be seconded.

Once the motion is seconded the Chair acknowledges the motion and business proceeds.

When a vote takes place

- The Chair states the motion that is being voted on
- If the vote requires a majority vote, the chair will request a vote by hand.

o When taking a vote by hand, the parliamentarian will record the tally and report it to the chair.

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Types of Resolutions

- W* - Resolutions presented & accepted by Senate for a first reading only before voting
- Executive (Exec): Recommended actions or policy/statements of principle or support that fall outside the scope of the EPC or FPC.
- Educational Policy Committee (EPC): Addresses all aspects of educational quality. Recommends policy on matters involving curriculum, general education, and admission and graduation requirements.
- Faculty Policy Committee (FPC): Recommends and addresses all existing policies and statements relating to faculty, e.g., appointment, retention, tenure, and promotion or advancement; layoffs; professional ethics; leaves; discipline; safety; academic freedom and intellectual property rights; staffing formula and workload; and awards; as well as any other matters deemed appropriate for review by the committee
- Faculty (FAC): Faculty may initiate resolutions (e.g. *W FAC 17-04 Resolution in Memory of Porfirio or *W FAC 16-21 Resolution in Support of Undocumented Students and the Campus Community or)
- Sense of the Senate (may be Exec/EPC/FPC/FAC)

Resolutions Honoring Deceased Faculty

- Send resolutions to the Academic Senate Chair or Academic Senate Coordinator
- Resolutions should include service relevant to the Senate, the department/program, and/or the campus
- For examples, see:
  - *W FAC 17-04 Resolution in Memory of Porfirio
  - *W FAC 16-17 Resolution Honoring Edd Whetmore
- For AY 2018-2019, we would like to begin the year honoring any deceased faculty from departments/programs wishing to do so.

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Sense of the Senate Resolutions

- Sense of the Senate Resolutions do not typically result in policy implementation or changes, instead they are designed to express the opinion or belief held by the majority of the staff and faculty.
- Typically Academic Senates use these resolutions to:
  - Formally state or “go on the record” either in support or opposition to a specific action, policy or law;
  - Applaud a campus individual, work unit, or outside agency for excellence in service or performance;
  - Reprimand a campus individual, work unit, or outside agency for poor performance in service or actions.

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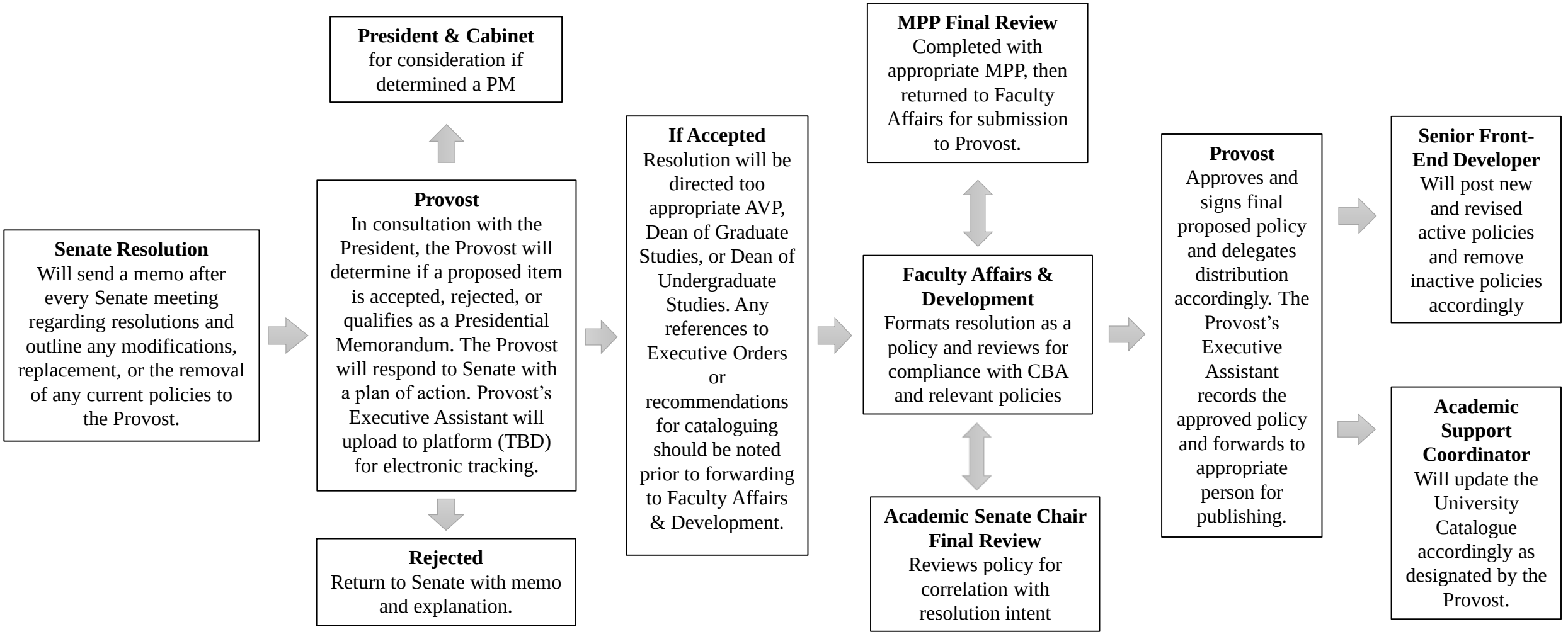
From resolution to policy…



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Responding to Calls for Service

https://www.csudh.edu/academic-senate/calls-for-faculty-service/

Examples of committees populated by Senate:

- Faculty Policy Committee
- Educational Policy Committee
- General Education Committee
- University Curriculum Committee
- Academic Affairs Facilities and Equitable Space Committee
- University Student Learning Outcomes Assessment Committee
- Student Grade Appeals Board
- Instructionally Related Activities Board

Process:

- Individuals nominated or self-nominate
- Submit 100-Word Bio
- Senators vote on or confirm nominees at Senate (voting electronically pilot in 2019-20)

FAQ

- Doesn't my college elect faculty for some of these committees?
  - Yes. But if there is a Senate call for service, elected nominees represent the Senate not their college.
  - The committee charge determines if there are both faculty college reps & faculty Senate reps

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Common Acronyms at Senate…

- AAP – Academic Affairs Policy
- PM – Presidential Memo enacting campus policy
- EPC – Educational Policy Committee
- FPC – Faculty Policy Committee
- GE – General Education
- UCC – University Curriculum Committee
- UWC – University Writing Committee
- CDCPC – Council of Department Chairs & Program Coordinators
- FTES – Full-Time Equivalent Students
- PTE – Perceived Teaching Effectiveness
- RTP – Retention, Tenure, Promotion
- WTU - weighted teaching unit
- GWAR – Graduation Writing Assessment Requirement
- GWE – Graduation Writing Examination
- UBC – University Budget Committee
- ASI – Associated Students Incorporated
- SAPAC - Student Academic Petitions and Appeals Committee
- URM – Underrepresented Minorities
- MPP - Management Personnel Plan (management/supervisory classification)
- PRP – Program Review Panel
- USLOAC - University Student Learning Outcomes Assessment Committee
- EPT – English Proficiency Test
- ELM - Entry Level Math

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When does Academic Senate meet?

Fall 2020: Currently all Senate Meetings will be on Zoom

- September 16
- September 30
- October 14
- October 28
- November 18
- December 2

All meetings for AY 2020-21 are listed
on the Senate Calendar https://www.csudh.edu/academic-senate/

Thank you for your service to the Academic Senate and the campus!

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