

Academic Senate



ASCSUDH 2018-2019

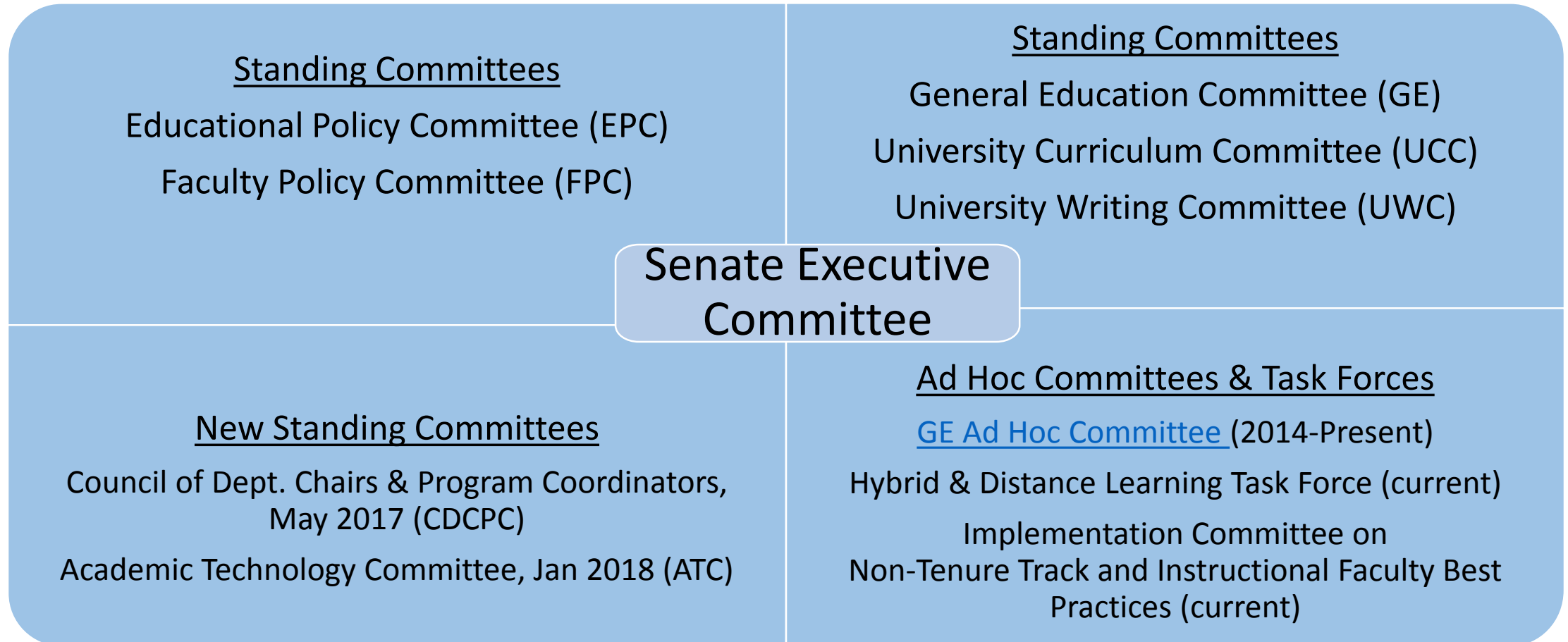
Our Purpose

<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.

Organization of the Senate

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



Senate Exec 2018-19

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

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

Vice Chair: Kate Esposito, Ph.D., Teacher Education Program
(kesposito@csudh.edu)

Parliamentarian: Justin Gammage, Ph.D., Dept. of Africana Studies
(senateparliamentarian@csudh.edu)

Secretary: Charles Thomas, J.D., Dept. of Accounting, Finance, & Economics
(cthomas@csudh.edu)

EPC Chair: Enrique Ortega, Ph.D., Dept. of Health Sciences (eortega@csudh.edu)

FPC Chair: Katy M. Pinto, Ph.D., Dept. of Sociology(kpinto@csudh.edu)

Statewide Senators:

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

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

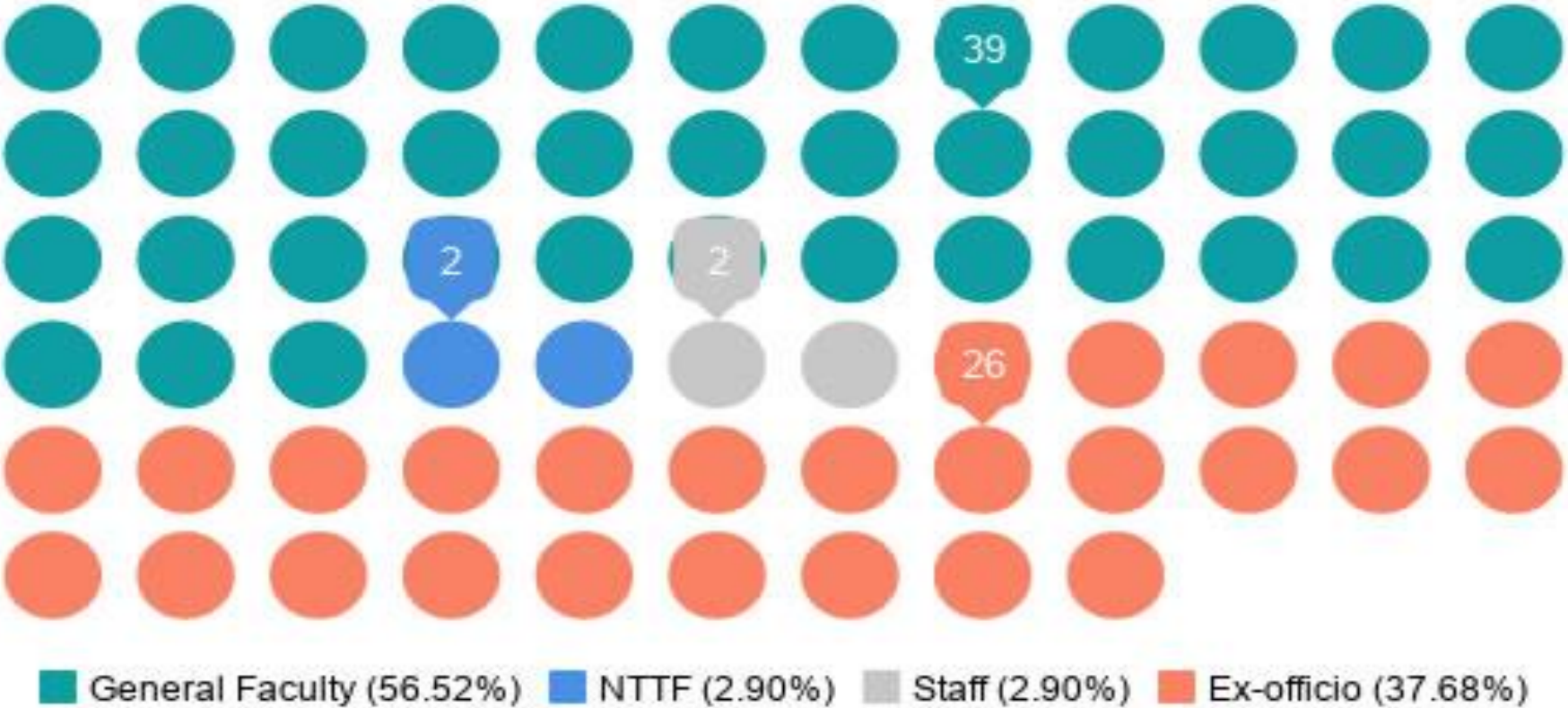
ASCSU Statewide Senate

<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.

Composition of Senators in 2016-17

Who are the Sixty-nine Senators?



Composition of Senate in 2017-18

(Seventy-four Senators)

- Elected members from the general and emeriti faculty (40 served in 2017-18),
- Two elected at-large representatives of the non-tenure-track faculty (full or part-time lecturers, librarians, counselors, and coaches),
- Two staff representatives elected by the staff,
- Ex-officio members of the Academic Senate (currently 30):
 - President of the university or his/her designee,
 - All Vice Presidents, all Academic Associate Vice Presidents, Academic Deans,
 - The President of the CSUDH chapter of the CFA,
 - One student chosen by the Associated Students, Incorporated,
 - 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).

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.

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.

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.

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.

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)

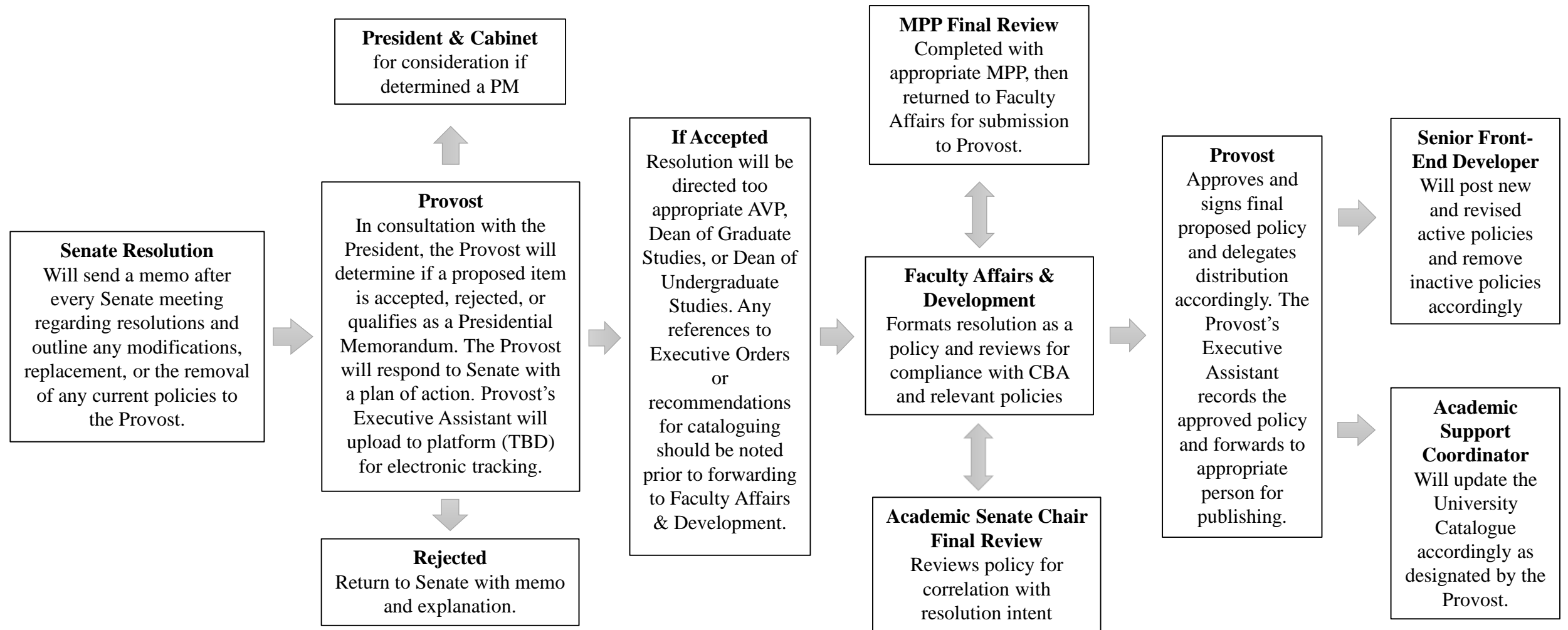
Resolutions Honoring Deceased Faculty

- 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.

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.

From resolution to policy...



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

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

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
- GVAR – 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

When does Academic Senate meet?

Fall 2018

- September
 - 12th in Extended Education Rm. 1213
 - 26th in Extended Education Rm. 1213
- October
 - 10th in Loker Student Union
 - 24th in Loker Student Union
- November
 - 7th in Loker Student Union
 - 28th in Loker Student Union

All meetings for AY 2018-19 are listed on the Senate Calendar <https://www.csudh.edu/academic-senate/>

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