

# Senate 101

California State University, Los Angeles

*Nancy Warter-Perez, Academic Senate Chair 2014-17*

# Preamble to Constitution: General Principle

The orderly participation of faculty in ***policy making***, and a ***clearly defined organizational structure*** designed to promote such participation contributes to a *clearer understanding of the mutual problems and responsibilities of the faculty and the administration* of California State University, Los Angeles.

-- *The Constitution of the Faculty California State University, Los Angeles*

# Preamble: Means of Promoting Orderly Participation

Effective faculty participation in the formulation of policies requires the establishment of a ***representative body*** which acts for the faculty, provides for faculty planning and consideration in the development of policy, and ensures ***regular communication*** between faculty and administration in policy matters.

*-- The Constitution of the Faculty California State University, Los Angeles*

# Preamble: Faculty Constitution

1. There shall be established an ***Academic Senate*** elected by, and representative of, the faculty body.
2. The Academic Senate shall ***meet regularly with the President and other members of the administration*** to represent faculty view points in the determination of policy.
3. There shall be established an ***Executive Committee*** composed of representatives of the Academic Senate.
4. The success of the program for faculty-administration relationships and the ultimate value of the contributions made by the faculty in policy areas depends on the assumption that Senate recommendations will be accepted whenever there is no compelling reason to reject them.

**Academic Senate**

**Executive Committee**

*Standing Committees*

**Nominations**

**Educational  
Policy**

**Faculty  
Policy**

**Fiscal  
Policy**

**Student  
Policy**

*Subcommittees*

**Academic Advisement  
Academic Information Resources  
Curriculum  
General Education  
Library  
Program Review**

# Academic Senate

## Executive Committee

*Standing Committees*

Nominations

Educational  
Policy

Faculty  
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Fiscal  
Policy

Student  
Policy

*Subcommittees*

Academic Advisement  
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Curriculum  
General Education  
Library  
Program Review

# Academic Senate

- Faculty representatives from each college and the library and student affairs (By apportionment)
- At-Large Senators
- Academic Senators from CSU
- Student Senators
- Emeriti Faculty Senator, Ex Officio College Deans and Dean of the Library
- Ex Officio Immediate Past Chair
- Honorary Administrators (President, Provost, and Vice Presidents)
- Honorary Member - CFA President

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Student  
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Library  
Program Review



# The 2016-2017 Executive Committee

**Chair:** Nancy Warter-Perez, Electrical and Computer Engineering

**Vice Chair:** Veena Prabhu, Management

**Secretary:** John Ramirez, Television, Film and Media Studies/Cari Flint, Communication Disorders

**At Large:** Kevin Baaske, Communication Studies

**At Large:** Heidi Riggio, Psychology

**At Large:** A. Dee Williams, Curriculum and Instruction

**At Large:** Emily Acevedo (alternate), Political Science

**Past Chair:**

**Senior Statewide Senator:** Kevin Baaske, Communication Studies

**Academic Senate**

**Executive Committee**

*Standing Committees*

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**Faculty  
Policy**

**Fiscal  
Policy**

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*Subcommittees*

Academic Advisement  
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General Education  
Library  
Program Review

# The Nominations Committee

- Makes faculty appointments to committees for University representation
- Ensures more effective faculty governance by overseeing committee assignments

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**Executive Committee**

*Standing Committees*

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Policy**

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Policy**

*Subcommittees*

Academic Advisement  
Academic Information Resources  
Curriculum  
General Education  
Library  
Program Review

# The Educational Policy Committee

- Recommends policy on all instructional issues
- Establishes a process for the continuous review and evaluation of instructional programs

**Academic Senate**

**Executive Committee**

*Standing Committees*

**Nominations**

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**Faculty  
Policy**

**Fiscal  
Policy**

**Student  
Policy**

*Subcommittees*

Academic Advisement  
Academic Information Resources  
Curriculum  
General Education  
Library  
Program Review

**Academic Senate**

**Executive Committee**

*Standing Committees*

**Nominations**

**Educational  
Policy**

**Faculty  
Policy**

**Fiscal  
Policy**

**Student  
Policy**

*Subcommittees*

Academic Advisement  
Academic Information Resources  
Curriculum  
General Education  
Library  
Program Review

# The Faculty Policy Committee

- Recommends policy on matters concerning faculty not specifically reserved to the bargaining unit and in accordance with the Affirmative Action Plan
- Reviews the collective bargaining agreement and informs the Senate of conflicts between the Agreement and University policy
- Monitors the effectiveness of faculty hiring in the University, including the part-time/full-time faculty ratio and the projected need for full-time faculty



**Academic Senate**

**Executive Committee**

*Standing Committees*

**Nominations**

**Educational  
Policy**

**Faculty  
Policy**

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Policy**

**Student  
Policy**

*Subcommittees*

Academic Advisement  
Academic Information Resources  
Curriculum  
General Education  
Library  
Program Review

# The Fiscal Policy Committee

- Provides recommendations regarding the budget planning and allocation process
- Reviews the President's annual budget, the Academic Affairs annual budget, and the fiscal implications of pertinent planning documents
- Reviews and makes recommendations regarding both local fees that have University-wide impact and the optimum utilization of resources in the achievement of University academic objectives
- Provides advice concerning physical planning and the development and maintenance of physical facilities

**Academic Senate**

**Executive Committee**

*Standing Committees*

**Nominations**

**Educational  
Policy**

**Faculty  
Policy**

**Fiscal  
Policy**

**Student  
Policy**

*Subcommittees*

Academic Advisement  
Academic Information Resources  
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General Education  
Library  
Program Review

# The Student Policy Committee

- Recommends policy related to student activities and student services
- Advises the administration regarding the effect of the University's operations and policies on students

# Academic Senate

## Executive Committee

*Standing Committees*

Nominations

Educational  
Policy

Faculty  
Policy

Fiscal  
Policy

Student  
Policy

*Subcommittees*

Academic Advisement  
Academic Information Resources  
Curriculum  
General Education  
Library  
Program Review

*University Committees*

Outstanding Professor Awards  
Selection Awards and Leaves  
External Awards Nominating Committee  
University Invention and Patent Evaluation  
Institutional Animal Care and Use  
Institutional Review Board - Human Subjects

**Academic Senate**

**Executive Committee**

*Standing Committees*

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Policy**

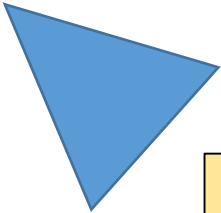
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Policy**

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Academic Information Resources  
Curriculum  
General Education  
Library  
Program Review

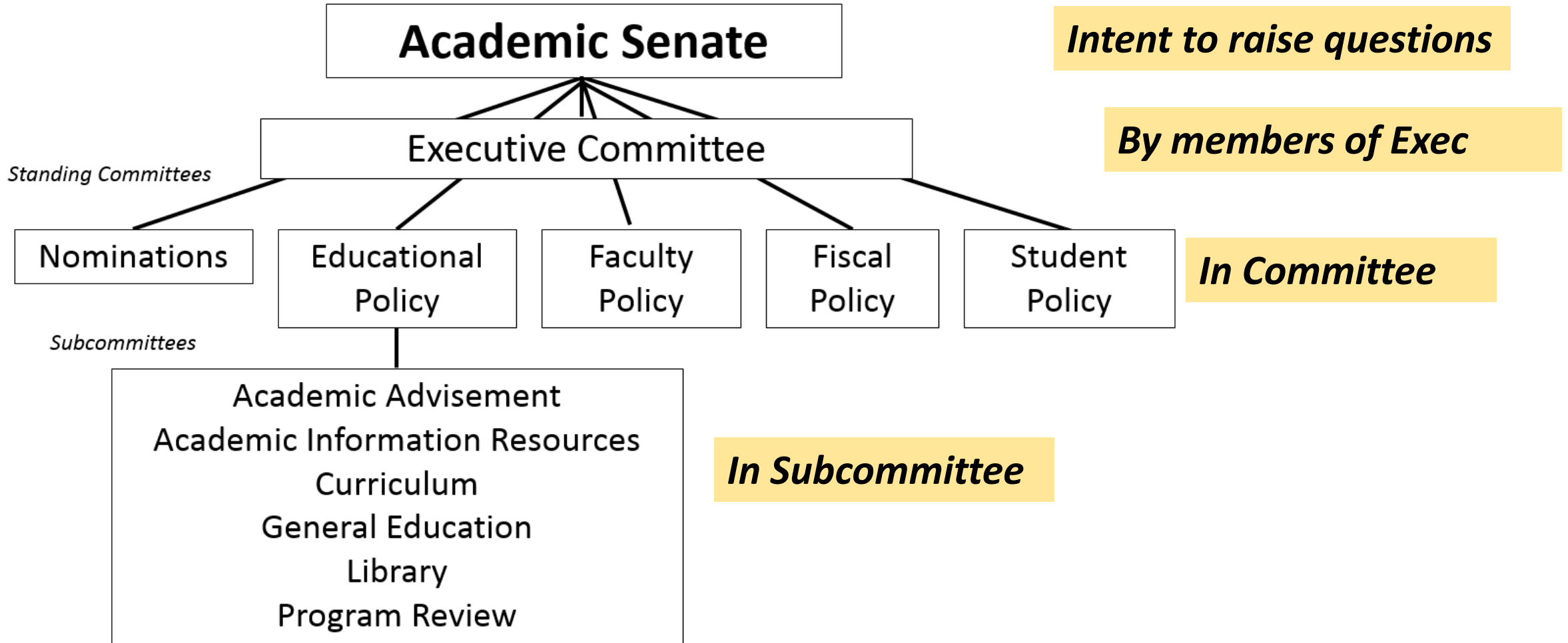


**Senate  
Staff**

# Academic Senate Staff

- Rhonda Roquemore
- Jean Lazo-Uy
- Alexis Ramsey, Student Assistant

# Where can a new policy or a policy modification originate?





**Academic Senate**

**President**

**Executive Committee**

*Standing Committees*

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**Educational  
Policy**

**Faculty  
Policy**

**Fiscal  
Policy**

**Student  
Policy**

*Subcommittees*

Academic Advisement  
Academic Information Resources  
Curriculum  
General Education  
Library  
Program Review

*How is a policy  
written and  
approved?*

**Academic Senate**

**President**

**Executive Committee**

*Standing Committees*

**Nominations**

**Educational  
Policy**

**Faculty  
Policy**

**Fiscal  
Policy**

**Student  
Policy**

*Subcommittees*

Academic Advisement  
Academic Information Resources  
Curriculum  
General Education  
Library  
Program Review

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**Executive Committee**

*Standing Committees*

**Nominations**

**Educational  
Policy**

**Faculty  
Policy**

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Policy**

**Student  
Policy**

*Subcommittees*

Academic Advisement  
Academic Information Resources  
Curriculum  
General Education  
Library  
Program Review

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*Standing Committees*

**Nominations**

**Educational  
Policy**

**Faculty  
Policy**

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Policy**

**Student  
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Curriculum  
General Education  
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# Your role as a senator

- Communicate
  - Two-way communication with the colleagues you represent
- Shared responsibility
  - Know your frame of reference
  - Understand others' frame of reference
- Do your homework!
  - Policies
  - Nominations
  - Issues of Concern and Intent to Raise Questions

# 1<sup>st</sup> and 2<sup>nd</sup> reading items

- Before a 1<sup>st</sup> reading item
  - Read the policy
  - Discuss with colleagues
  - Ask questions in senate during the 1<sup>st</sup> reading
- Before a 2<sup>nd</sup> reading item
  - Prepare any suggested modifications (write it down)
  - Make a motion for your modification

# Senate Meeting Schedule for 2016-17

- Senate will meet *every Tuesday from 1:40 – 2:55 p.m.* (starting with second week of the semester)
- Please arrive early to sign in and pick up your clickers
- Upcoming presentations for Fall 2016
  - September 6 – Provost Mahoney and Vice President Chavez – Budget and Facilities Planning Update
  - October 11 – Vice Provost Tom Enders – eAdvising
  - October 25 – President’s Distinguish Professor José Cruz González Lecture
- Save the date
  - October 10 1:45 – 5:30 pm – Graduation 2025 Kick-off Event



# Academic Senate

STUDENTS FUTURE STUDENTS FACULTY & STAFF ALUMNI & GIVING ACADEMICS ATHLETICS APPLY ONLINE

## Academic Senate >

[Senate Executive Committee](#)

[Academic Senate Membership](#)

[Senate Committees](#)

[Semester Committee Meeting Schedule](#)

[Senate and Committee Minutes](#)

[Agendas and Calendar](#)

[Documents](#)

[Ongoing Elections](#)

[Faculty Handbook](#)

[Miscellaneous Rules](#)

[Senate Presentations](#)

[Academic Senate CSU - Statewide Reports](#)

[Senate Ballot Counting Program](#)

[Outstanding Professor Awards](#)

[University Service Opportunities](#)

[Statewide Academic Senate](#)

## CSU Los Angeles Academic Senate

The orderly participation of faculty in policy making, and a clearly defined organizational structure designed to promote such participation contributes to a clearer understanding of the mutual problems and responsibilities of the faculty and the administration of California State University, Los Angeles.

Effective faculty participation in the formulation of policies requires the establishment of a representative body which acts for the faculty, provides for faculty planning and consideration in the development of policy, and ensures regular communication between faculty and administration in policy matters.

*Preamble-Constitution of the Faculty, California State University, Los Angeles*

### Academic Senate Staff

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[Jean Lazo-Uy](#), Administrative Support Coordinator

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Fax: (323) 343-6495



[Academic Senate](#) >

[Senate Executive Committee](#)

[Academic Senate Membership](#)

[Senate Committees](#)

[Semester Committee Meeting  
Schedule](#)

[Senate and Committee Minutes](#)

[Agendas and Calendar](#)

[Documents](#) >

[Policies and Resolutions on the  
Senate floor](#) >

[Policies pending approval](#)

[Approved policies](#)

[Ongoing Elections](#)

[Faculty Handbook](#)

## POLICIES AND RESOLUTIONS ON THE SENATE FLOOR

### POLICIES

[Proposed Policy Modification: Department Chairs - Chapter III \(15-20.1\)](#)

[Proposed Policy Deletion: Evaluation of Faculty Active in Interdisciplinary Programs - Chapter VI \(15-21\)](#)

[Proposed Policy Modification: Internal Guidelines for Early Registration - Appendix K \(15-22\)](#)

[Proposed Policy Modification: Study Load for Graduate Students - Chapter IV \(15-23\)](#)

[Proposed Policy Modification: Modes of Delivery - Chapter IV \(15-24\)](#)

### RESOLUTIONS

Thank you for serving!