



**CAL STATE LA**

CALIFORNIA STATE UNIVERSITY, LOS ANGELES

# Cal State LA Academic Senate 101

*Fall Semester 2018*

*Tuesday, August 21<sup>st</sup> 1:45 – 3:45 pm*



**CAL STATE LA**

CALIFORNIA STATE UNIVERSITY, LOS ANGELES



**Preamble  
to the  
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*

# 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  
Graduate Studies Subcommittee

# Academic Senate Membership

**35** Faculty representatives *(by apportionment—from each college and the library and student affairs)*

**5** At-Large Senators

**2** Academic Senators from CSU

**7** Lecturers

*(1 per academic college; 1 not affiliated to college e.g. Counselors; Coaches, Librarians)*

**6** Student Senators *(3 undergraduate, 2 graduate, and 1 at-large)*

**2** Emeriti Faculty

**2** Staff Members

**7** Ex Officio College Deans and Dean of the Library

**1** Ex Officio Immediate Past Chair

**Honorary Administrators (non-voting)—President, Provost and Vice Presidents**

**Honorary Member (non-voting) - CFA President**

# 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  
Graduate Studies Subcommittee

# The 2018-2019 Executive Committee

**Chair:** Veena Prabhu, Management

**Vice Chair:** Cari Flint, Communication Disorders

**Secretary:** Emily Acevedo, Political Science

**At Large:** Talia Bettcher, Philosophy

**At Large:** Christopher Harris, English

**At Large:** James Hatfield, Theatre and Dance

**At Large:** Heidi Riggio, Psychology

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

**Senior Statewide Senator:** Heidi Riggio, Psychology

# Academic Senate Office

**Rhonda Roquemore**

*Administrative Analyst Specialist*

**Jean Lazo-Uy**

*Administrative Support Coordinator*

Academic Senate Office: Administration 317

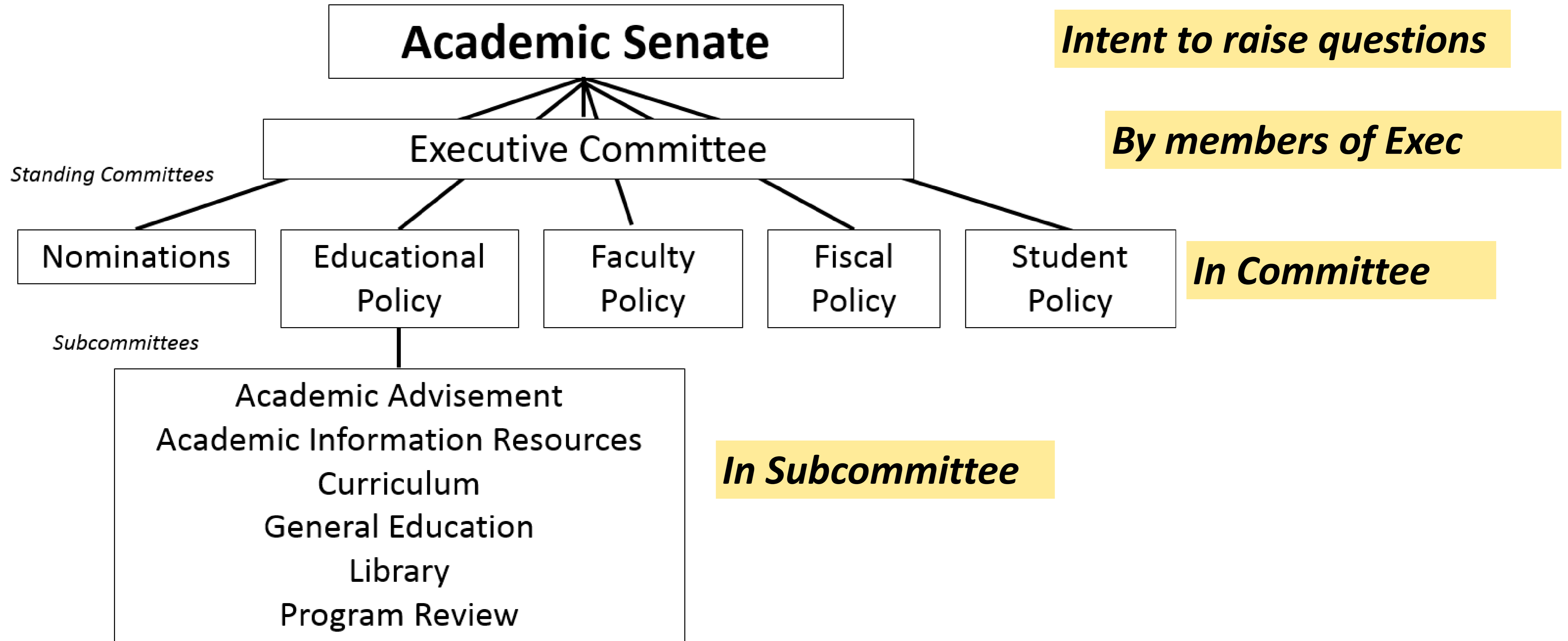
Tel: (323) 343-3750

Fax: (323) 343-6495

Academic Senate website: <http://www.calstatela.edu/academicsenate>



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



# 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  
Graduate Studies Subcommittee

*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  
Graduate Studies Subcommittee

*How is a policy  
written and  
approved?*

# Academic Senate

President

## Executive Committee

*Standing Committees*

Nominations

Educational  
Policy

Faculty  
Policy

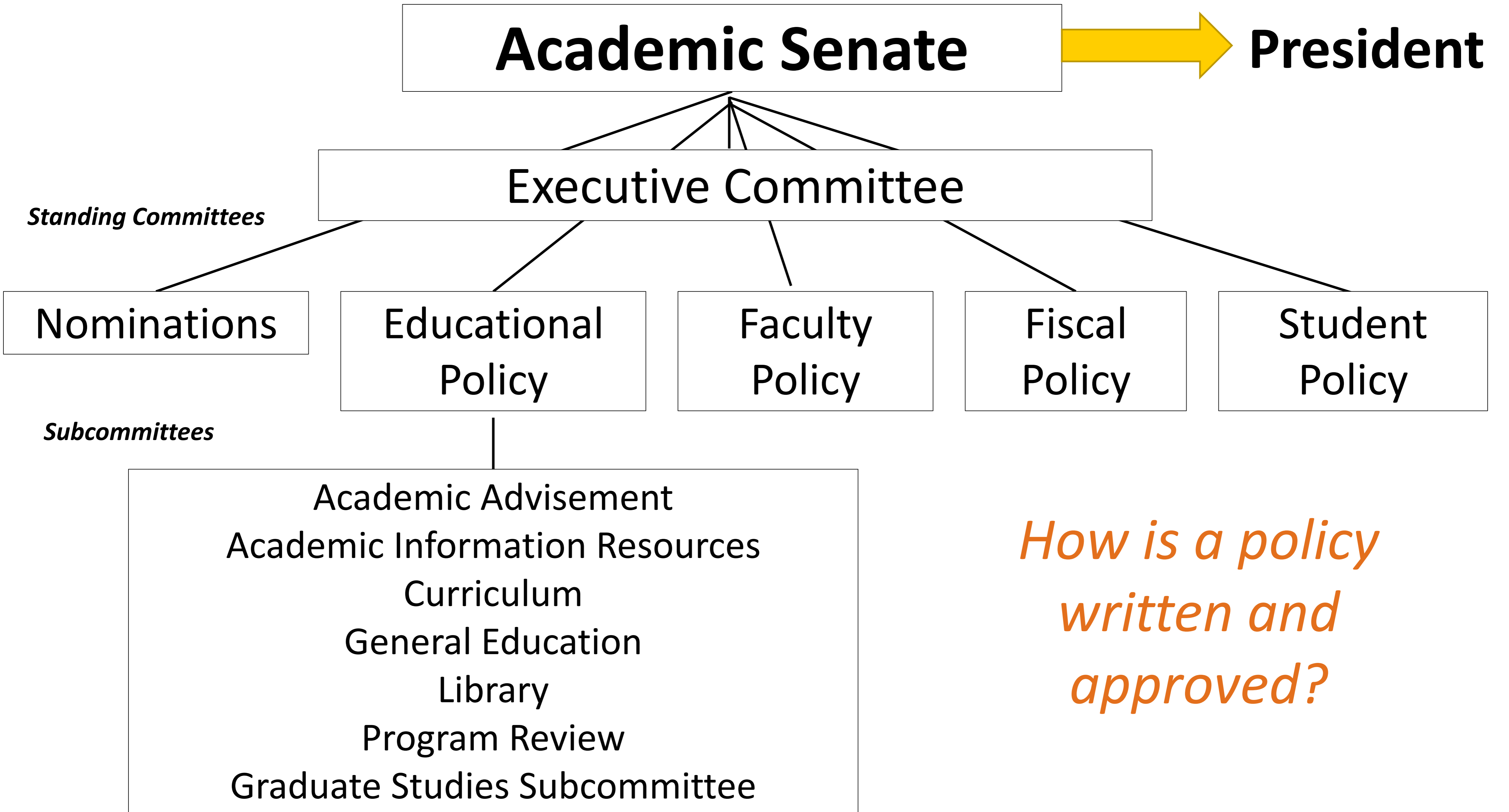
Fiscal  
Policy

Student  
Policy

*Subcommittees*

Academic Advisement  
Academic Information Resources  
Curriculum  
General Education  
Library  
Program Review  
Graduate Studies Subcommittee

*How is a policy  
written and  
approved?*



*How is a policy written and approved?*

# Your Role as a Senator

Please Communicate!

Two-way communication with the colleagues you represent

Shared responsibility

Know your frame of reference

Understand others' frame of reference

Please do your homework!

Policies

Nominations

Issues of Concern and Intent to Raise Questions

Personal note!

All Senators are **PASSIONATE!**

**TO:** 2016-2017 ACADEMIC SENATE**FROM:** Nancy Warter-Perez, Chair**SUBJECT:** NOTICE and AGENDA for Next Meeting

The next meeting of the 2016-2017 Academic Senate will be held on September 27, 2016 from 1:40 to 2:55 p.m. in the **Golden Eagle, Ballroom 3.**

**AGENDA**

1. Announcements

2. Concerns from the Floor (ASC 16-1)

3. Intent to Raise Questions

4. Approval of the Minutes of the Meeting of September 20, 2016 (ASM 16-5)

5. Approval of the Agenda

6. Senate Chair's Report

7. Provost's Report

**First-Reading Item**

8. Proposed Policy Modification: Appointment of Administrators - Formal and Informal Consultation; Ad Hoc Advisory Committees, Faculty Handbook, Chapter III (16-4)

**Second-Reading Items**

9. Proposed Policy Modification: Study Load for Graduate Students, Faculty Handbook, Chapter IV (15-23)

10. Proposed Policy Modification: Modes of Delivery, Faculty Handbook, Chapter IV (15-24)

11. Proposed Policy Modification: The Student Policy Committee, Faculty Handbook, Chapter IV (16-3)

# Academic Senate Agenda Sample



# First and Second Reading Items

## **Before a FIRST reading item**

- Read the policy
- Discuss with colleagues
- Ask questions in senate during the 1<sup>st</sup> reading

## **Before a SECOND reading item**

- Prepare any suggested modifications (write it down; preferably share it with Senate Office ahead of time)
- Make a motion for your modification

# Senate Meeting Schedule for 2018-19

Senate will meet **alternate** *Tuesdays from 1:45 – 3:45 p.m.*

**Please arrive early to sign in and pick up your clickers**

## Academic Senate Calendar

<http://www.calstatela.edu/academicsenate/academic-senate-calendar>

FALL SEMESTER 2018 ALTERNATE TUESDAYS, 1:45 p.m. - 3:45 p.m., GE BALLROOM 3			
Meeting and date	Agenda and Minutes	First-Reading Items	Second-Reading Items
August 28 (OPA reception to follow)			
September 11			
September 25			
October 9			
October 23			
November 6			
<b>*November 27</b> <i>President's Distinguished Professor Lecture Reception to follow</i>			
December 4			

**\*Please note:** The President's Distinguished Professor (PDP) lecture will take place on an alternate Tuesday.

# CAL STATE LA ACADEMIC SENATE

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

... understanding of the mutual problems and responsibilities of the faculty and the administration of California State University, Los Angeles

## Academic Senate Homepage

### Academic Senate

- Academic Senate Membership
- Academic Senate Calendar
- Agenda
- Minutes
  - Archived Minutes
- Policies (Pending Approval)
- Approved Policies
  - Archived Approved Policies
- Statewide Senate Reports

### Executive Committee

- Executive Committee Membership
- Executive Committee Meeting

### Standing Committees

- Educational Policy Committee
- Faculty Policy Committee
- Fiscal Policy Committee
- Nomination Committee
- Student Policy Committee
- Archived Committee Minutes

### Educational Policy Subcommittees

- Academic Advisement Subcommittee
- Academic Information Resources Subcommittee
- Curriculum Subcommittee
- Graduate Studies Subcommittee
- General Education Subcommittee
- Library Subcommittee
- Program Review Subcommittee
- Archived Subcommittee Minutes

### Senate Presentations

- AY 2017-18

### Senate Events

- University Retreat Fall 2017
- Spring 2018 Senate Retreat
- Distinguished Lecture on ESPG
- President's Distinguished Professor

### Campus Updates

- Provost and Vice President for Academic Affairs
- Vice President for Student Life
- Vice President for Administration & Finance and CFO
- Vice President for University Advancement

### Awards & Services

- Outstanding Professor Awards
- University Service Opportunities

### Useful Resources

- Robert's Rules
- Contact the CARE Team
- Budget Administration

STATEWIDE ACADEMIC SENATE - CSU

CSU-RELATED

FAQs

Academic Senate Office



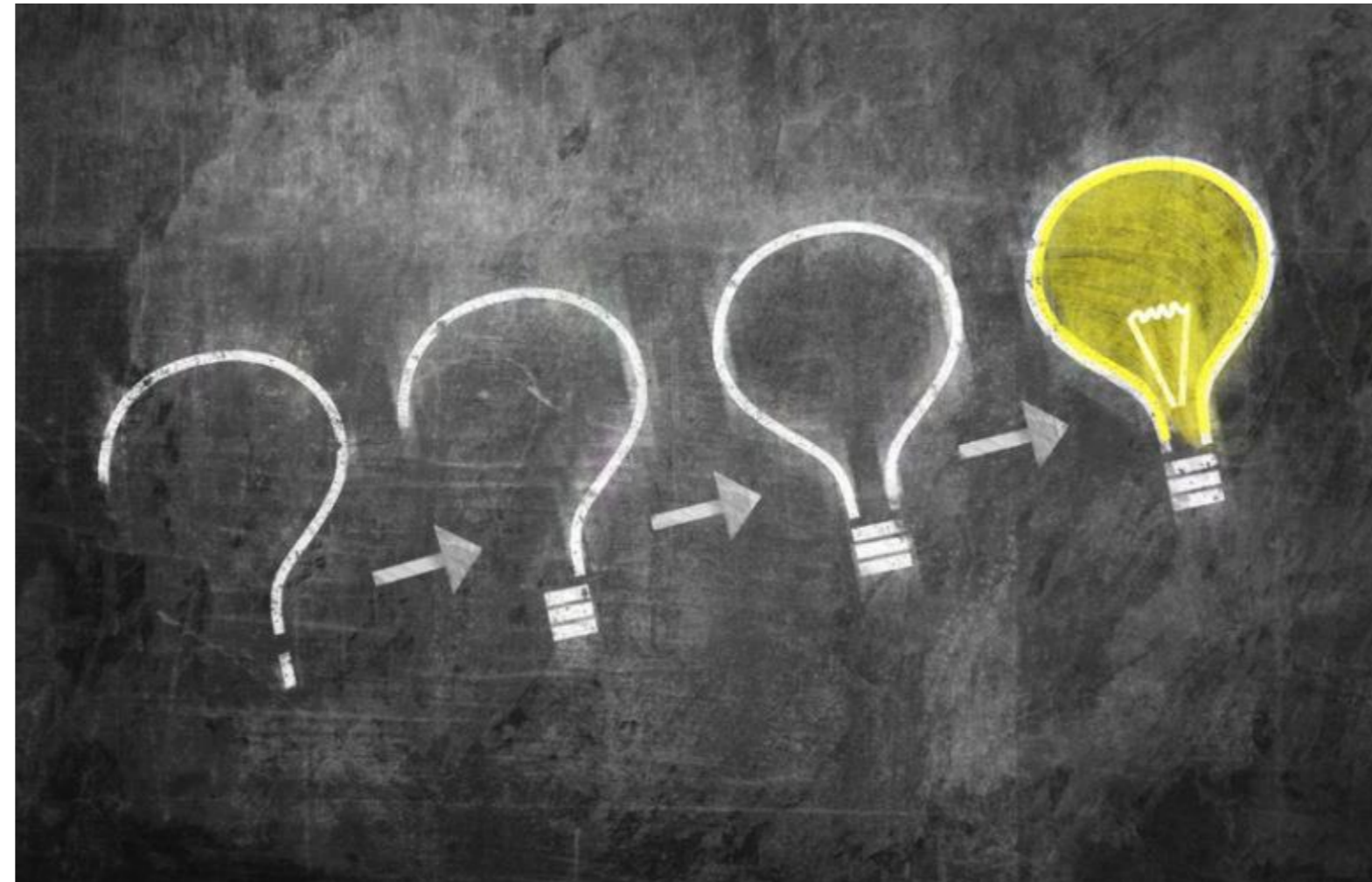
# Faculty Handbook

- [Table of contents](#)
- [About The Handbook](#)
- [Appendices](#)
- [Search](#)
- [Index](#)

Foreword	Message From the President
Chapter I	Organization of the California State University, and California State University, Los Angeles
Chapter II	Governance of the University
Chapter III	Administration of the University
Chapter IV	Curricular Policies
Chapter V	Instructional Policies
Chapter VI	Personnel and Professional Policies
Chapter VII	Research Policies
Chapter VIII	Other Opportunities, Resources Facilities and Benefits

*Web site last updated: Fall 2017*

# *Questions, Ideas, Feedback?*



A **BIG Thank you** for serving as a SENATOR!

# Next Week!

Meeting #1, Tuesday, August 28<sup>th</sup>

**Thank you and have a spectacular  
year ahead!**



**CAL STATE LA**

CALIFORNIA STATE UNIVERSITY, LOS ANGELES