

1988-89
ACADEMIC SENATE
California State University, Sacramento

AGENDA

Thursday, February 23, 1989
2:30 p.m.
Senate Chambers, University Union

INFORMATION

Reminder: Please bring your January 26 Agenda (with attachments) to the meeting.

REGULAR AGENDA

I. CONSTITUTIONAL AMENDMENTS (Refer to Attachment A)

[The following motions for Academic Senate adoption of proposed Constitutional amendments (shown in Attachment A) for submission to the faculty in a referendum are presented to the Academic Senate for a second reading and action. Adoption of proposed Constitutional amendments for submission to the faculty requires a 2/3 vote of the Academic Senate.]

AS 89-02/Ex. CONSTITUTION OF THE FACULTY--Amendments

The Academic Senate approves the amendments to the Constitution of the Faculty of California State University, Sacramento for submission to the voting membership of the faculty.

Carried
AS 89-02A/Flr. CONSTITUTION OF THE FACULTY--Amendments

To approve editorial revisions in the organization and text of the Constitution as shown in the proposed revised document.

Carried
AS 89-02B/Flr. CONSTITUTION OF THE FACULTY--Amendments

To approve substantive amendments to Article I, Section 2 on Membership of the faculty as shown in the proposed revised document and summarized below.

1. Expand Student Service Professional classes included in the membership of the faculty. (Specifically, to include Evaluators, SSP I's and SSP II's.)
2. Restrict membership of academic administrators to those holding appointments in academic departments or the library.

Carried

AS 89-02C.1/Flr. . CONSTITUTION OF THE FACULTY--Amendments

To approve substantive amendments to Article I, Section 4.A. on Initiative as shown in the proposed revised document and summarized below.

1. Decrease the number of signatures required from 20% to 10%.
2. Change the current policy of requiring the Chair to submit proposals received by signed petition to the faculty within 15 days of receipt to a policy that requires a) that the Chair distribute notice of receipt of a signed petition within 10 days of receipt, and b) that the Chair initiate an election 10 days after the notice is distributed, and c) that the Chair allow at least 10 days for voting.

Carried

AS 89-02C.2/Flr. CONSTITUTION OF THE FACULTY--Amendments

To approve substantive amendments to Article I, Section 5, on Meetings as shown in the proposed revised document and summarized below.

1. Decrease the number of signatures required to call a general faculty meeting from 20% to 10%.
2. Delete the statement that appears to allow the introduction of a policy proposal at a general meeting of the faculty and requires that a request or petition so introduced be submitted to the voting membership within five instructional days. This amendment limits the processes by which issues are put to the faculty for a decision to the initiative and referendum processes.

*divided
1-2-3-4*

AS 89-02D/Flr. CONSTITUTION OF THE FACULTY--Amendments

To approve substantive amendments to Article I, Section 6 on Qualifications to Vote as shown in the proposed revised document and summarized below.

*defeated
12-16-85
1-2
Carried*

1. Allow academic administrators to vote in elections other than elections held to select representatives of the faculty.
2. Allow all Student Service Professionals included in the membership of the faculty to vote for representatives of their electing unit, but restrict voting eligibility of Student Service Professionals in all other elections to Student Service Professionals classified as "Academically Related."

carried
3. Allow faculty on paid leave to vote.

carried
4. Allow FERP faculty to vote in elections whether or not they are teaching during the semester in which the election is held.

AS 89-02E/Flr. CONSTITUTION OF THE FACULTY--Amendments

carried
To approve substantive amendments to Article II, Section 5 A-E on membership of the Academic Senate as shown in the proposed revised document and summarized below.

1. Remove the limit (of 42) of the total number of electing unit representatives on the Senate.
2. Remove the limit on the number of temporary faculty representatives that may be from the same school (Article II, Section 5.A.)
3. Allow all temporary faculty (not only those with 6+ units) to vote for representatives of the temporary faculty (Article II, Section 5.A.)
4. Add the Chairs of selected standing Senate committees (to be determined) as ex-officio non-voting members of the Senate (Article II, Section 5.A.)
5. Add the statewide senators as ex-officio non-voting members of the Senate (Article II, Section 5.A.)
6. Make necessary editorial changes in the titles of administrative members of the Senate (Article II, Section 5.A.)
7. Remove the restriction that staff members of the Senate must be from an academic area and provide that staff be chosen by the University Staff Assembly, rather than by the voting membership of the Senate (Article II, Section 5.A.)
8. Rescind the "2% rule" for determining whether or not a department is entitled to its own representatives (Article II, Section 5.B.1.)
9. Provide that academic departments with 10 or more positions (as defined) shall have at least one representative and that those with fewer than 10 may choose to have their own representative or join with another academic department to form a combined electing unit (Article II, Section 5.B.1.)

10. Eliminate "special electing units" since these units are provided for in Article II, Section 5.B.1. (Article II, Section 5.B.3.)
11. Provide that electing units with more than 24 positions (as defined) shall have a second representative (Article II, Section 5.C).

Carried AS 89-02F/Flr. CONSTITUTION OF THE FACULTY--Amendments

To approve substantive amendments to Article III on the Judiciary as shown in the proposed revised document and summarized below.

1. Extend the purview of the Judiciary to include the power to decide disputes relating to the interpretation of the By-Laws of the Academic Senate (Article III, Section 1).
2. Provide that faculty, independent of a department, electing unit or subunit, be allowed to petition (as provided) the Judiciary for a decision.
3. Restrict membership on the Judiciary to probationary and tenured instructional faculty and library faculty (Article III, Section 3.a).

II. REVISIONS OF THE BY-LAWS OF THE ACADEMIC SENATE (Refer to Attachment B)

[The following motions for Academic Senate approval of proposed revisions of the By-Laws of the Academic Senate (Attachment B) are presented to the Academic Senate for second reading and action. Revisions of the By-Laws shall be adopted by the vote of an absolute majority of the Academic Senate. Note: AS 89-03B (Representatives of the Temporary Faculty) is the only proposed revision that is subject to approval of a proposed amendment to the Constitution (AS 89-02E, Membership of the Academic Senate).]

AS 89-03/Ex. BY-LAWS--Revisions

The Academic Senate adopts the revised By-Laws of the Academic Senate subject to faculty approval of the amendments to the Constitution proposed in AS 89-02.

Carried

AS 89-03A/Flr. BY-LAWS--Revisions

To approve editorial revisions in the organization and text of the By-Laws as shown in the proposed revised document.

AS 89-03B/Flr. BY-LAWS--Revisions

Substitute agreed

To approve the revisions of the By-Laws provision on nomination, election, and succession to the office of representative of the temporary faculty (original Article IV) as shown in Article I, Section B, of the proposed revised document, subject to faculty approval of amendments to Article V, Section 5.A, of The Constitution of the Faculty.

Carried

AS 89-03C/Flr. BY-LAWS--Revisions

To revise the By-Laws to increase the percent required for a roll call vote in the Academic Senate from 10 percent to 20 percent (shown in Article II, Section B.5, of the proposed revised document).

*Defeated
4-9
11-18*

AS 89-03D/Flr. BY-LAWS--Revisions

To revise the By-Laws to limit the number of consecutive terms an individual may serve as chair to three consecutive terms (shown in Article III, Section A.1, of the proposed revised document).

*Defeated
4-4
11-18
11-3*

AS 89-03E/Flr. BY-LAWS--Revisions

To revise the By-Laws to limit the number of consecutive terms an individual may serve as Vice Chair to three consecutive terms (shown in Article II, Section A.2, of the proposed revised document).

Carried

AS 89-03F/Flr. BY-LAWS--Revisions

To revise the By-Laws provision on membership of the Executive Committee (original Article I, Section D.1) as shown in Article IV, Section A.1, of the proposed revised document.

Carried

AS 89-03G/Flr. BY-LAWS--Revisions

To revise the By-Laws to include the other voting members of the Executive Committee elected by the Academic Senate as officers of the Academic Senate as shown in Article III, Section A.3, of the proposed revised document.

Carried
AS 89-03H/Flr. BY-LAWS--Revisions

To revise the By-Laws provision on procedures for the election of Chair, Vice Chair, and Executive Committee (original Article I, Sections G and H,) as shown in Article III, Section B, of the proposed revised document, eliminating the requirement to conduct a primary election at the first meeting if the number of candidates for the other voting member seats exceeds twice the number of seats.

Carried
AS 89-03I/Flr. BY-LAWS--Revisions

To revise the By-Laws provision on Recording Secretary (original Article I, Section B) to specify that the position shall be held by the senior ranked staff member of the Academic Senate Office (shown in Article III, Section D, of the proposed revised document).

Carried
AS 89-03J/Flr. BY-LAWS--Revisions

To revise the By-Laws provision on committees of the Academic Senate (original Article I, Section C), incorporating original Article I.C.1 as the first paragraph of Article IV of the proposed revised document, modifying original Article I.C.2 as shown in Article IV, Section C, of the proposed revised document, and deleting original Article I.C.3.

Carried
AS 89-03K/Flr. BY-LAWS--Revisions

To revise the By-Laws provision on functions of the Executive Committee (original Article I.D.2), as shown in Article IV, Section A.2, of the proposed revised document, to codify current practice.

Carried
AS 89-03L/Flr. BY-LAWS--Revisions

To revise the By-Laws to include AS 86-08 on executive sessions of the Executive Committee, amended as shown in Article IV, Section A.3.b, of the proposed revised document.

Carried
AS 89-03M/Flr. BY-LAWS--Revisions

To revise the By-Laws provision on the Committee on Committees (original Article I.E) to provide for revised membership as described in Article IV, Section B.1, of the proposed revised document.

AS 89-03N/Flr. BY-LAWS--Revisions

Carried To revise the By-Laws, subject to approval of the revised membership of the Committee on Committees proposed in AS 89-03M (above), to provide for election of school representatives as described in Article I, Section B.2, of the proposed revised document.

AS 89-03O/Flr. BY-LAWS--Revisions

Carried To revise the By-Laws to require that the Committee on Committees hold at least two meetings as described in Article IV, Section B.3, of the proposed revised document.

AS 89-03P/Flr. BY-LAWS--Revisions

Carried To revise the By-Laws provision on terms of office of statewide academic senators (original Article V, Section B.2) as shown in Article V.B.2 of the proposed revised document to 1) delete the definition of senior statewide senator, and 2) limit the number of consecutive years a person may serve as a statewide senator to nine consecutive years.

PROPOSED REVISIONS

CONSTITUTION OF THE FACULTY OF CALIFORNIA STATE UNIVERSITY, SACRAMENTO

PREAMBLE

~~This Constitution establishes the basis upon which formal participation in formulation, evaluation, and recommendation of policy by which the &University shall be governed shall take place; to facilitate coordination and cooperation between and among several parts of the University organization; and to provide means of expression on matters of academic concern by members of the faculty.~~

The Faculty of the California State University, Sacramento, acting in its corporate capacity, has adopted this constitution to establish and define the means of its formal participation in the formulation, evaluation, and recommendation of University policy and procedures; to facilitate coordination and cooperation among the several parts of the University; and to provide to members of the faculty a means to express themselves about matters of academic concern.

ARTICLE I

ORGANIZATION

Section 1. NAME. The name of this organization shall be the Faculty of the California State University, Sacramento.

Section 2. MEMBERSHIP. The Faculty of California State University, Sacramento ~~consists of all academic administrative, academic (closely related), and academic (instruction) employees,~~ *is composed of the probationary and tenured instructional faculty; temporary faculty; temporary, probationary, and tenured Library faculty; faculty on the Faculty Early Retirement Program; Student Service Professionals (SSP-AR, SSPI, SSPII, SSPIII, SSPIV, and Evaluators); administrators holding appointments in academic departments or the Library; and the President.*

Section 3. POWERS. ~~All authority and power of this organization shall be vested in the membership. Specific or general powers delegated to any sub unit of the faculty shall be provisional in nature. The faculty may delegate duties to~~

~~committees or individuals; and further it may describe the composition of such committees and delegate the power to appoint members.~~

- A. ~~Restrictions on Powers - General.~~ The faculty shall not take any action which would abridge the academic freedom of any member or group of members.

The Original Power

The membership of this organization remains at all times in possession of the original authority and power of this organization. By constitutional provision, the faculty may establish its agents, to be known as sub-units, and may delegate power to them. The membership reserves to itself the entire power to alter or abolish at will, in any or all respects, the design of its agents or the terms of the delegation of power to them. The membership may delegate duties to committees or individuals; and further it may describe the composition of such committees and delegate the power to appoint the members of them.

- B. ~~Restrictions of Powers - Specific.~~ Any action by any duly authorized sub unit of the faculty shall stand unless the action is referred to the faculty for final action, as provided.

Limitations on the Original Power

1. *By self-limiting ordinance, the faculty binds itself not to abridge the academic freedom of any member or group of members by its own action or that of its sub-units.*
2. *By self-limiting ordinance, the faculty binds itself to take for its own the action of any of its duly authorized sub-units unless the action is referred to it to be ratified or revised in the exercise of its original power as provided in Section 4.*

Section 4. INITIATIVE AND REFERENDUM.

- A. Initiative. Policy may be initiated and resolutions proposed upon the signed request of twenty (20) percent of the faculty. Signatures for such initiatives must be gathered within a maximum of fifteen (15) instructional days from the submission of the request. A majority of the faculty voting in the affirmative shall be sufficient to adopt the proposed initiative. Such a request shall be submitted to the Chair of the Academic Senate who shall submit it to the faculty for a vote within ten (10) instructional days.

Ten (10) percent of the membership of this organization qualified to vote in the campuswide elections of this organization may initiate policy and propose resolutions in the following way:

1) Proponents shall file with the Chair of the Academic Senate an exact copy of the statement of policy or resolution to be submitted to the voting membership of this organization together with notice of intent to seek the signatures to cause an election.

2) The proponents shall have fifteen (15) instructional days from the filing of an exact text and the required notice in which to collect the signatures of ten (10) percent of the eligible faculty to cause the proposal to be put to a vote. Petitions prepared for signature under this section shall contain the exact text of the proposed policy or resolution.

3) Within ten (10) days of receiving the required number of signatures, the Chair of the Academic Senate shall notify in writing each of the eligible voting members of this organization, at his/her campus mailing address, that an election shall be held to determine whether the proposed policy or resolution shall be adopted. The notice of election shall contain the exact text of the proposed policy or resolution and the period of election as defined by the date on which voting may begin and the last date on which voting may take place.

4) Ten (10) instructional days after mailing the notice of election, the Chair of the Academic Senate shall cause the election to be held. At least ten (10) instructional days shall elapse between the beginning and end of the period of election.

5) Adoption of a proposed policy or resolution under this section shall be by a majority of the votes cast.

~~Ratification of such requests shall require a majority vote of the faculty voting upon the request.~~

- B. Referendum. Any action or proposed action of any sub-unit of the faculty shall be referred to the faculty electorate for final ~~decision~~ *disposition* whenever thirty (30) percent or more of the members of a ~~that~~ sub-unit support the motion for a referendum ~~agree to the motion to refer~~. Such a petition must be submitted within a period of fifteen (15) instructional days following publication or passage of the act to be referred. Until the results of the referendum are known, the action or proposed action shall not be considered as a finished act of the sub-unit. A majority of the votes cast shall be necessary to sustain the petition. Once agreed to, the motion to refer shall be executed by a submission to the faculty of the act referred within fifteen (15) instructional days following publication or adoption of the act referred. Until the results of the referendum have been certified, the action or proposed action giving rise to the referendum shall have no force or effect. A majority of

the votes cast shall be necessary to ratify the act referred and thereby to give to it whatever force and effect it would have had by being adopted by the referring sub-unit.

Section 5. MEETINGS. General meetings of the faculty shall be called by the Chair of the Academic Senate at the request of the President of the University, at the request of forty (40) percent of the members of the Academic Senate, or upon submission *to the Chair of the Academic Senate* of a written petition signed by ~~twenty (20)~~ *ten (10)* percent of the faculty *eligible to vote in the elections of this organization*. A general meeting of the faculty ~~must~~ *shall* be convened by *the Chair of the Academic Senate* within ten (10) instructional days of receiving such a request or petition. Such meetings shall be for the sole purpose of giving information and *conducting a discussion*. ~~No action items or policy decisions shall be voted upon at such a time. No action shall be taken or policy adopted by vote or otherwise at such meetings. When decisions are required, the subject covered in the petition shall be submitted to the entire faculty for a vote by written ballot within five (5) instructional days of the meeting.~~

Section 6. VOTING ELIGIBILITY QUALIFICATIONS TO VOTE. ~~Members of the faculty who are eligible to vote on general ballots and in elections for representatives are individuals occupying positions identified by the Trustees as Academic (instruction) and Academic (closely related). The appointment must be full time; fulltime on reduced load, and teaching during the current semester; or Preretirement Reduction in Time Base. To be qualified to vote in the elections of this organization, a person must be a member of this organization as defined in Article I, Section 2 of this Constitution. In addition to this qualification, a person must (1) be employed by the University full-time or full-time on reduced load, or be participating in the Pre-reduction in Time Base Program or Faculty Early Retirement Program, and (2) be a member of an electing unit as defined in Article II, Section 5 of this Constitution or otherwise qualified to vote in an election called to select the representatives of the faculty. Members of the faculty holding an administrative appointment shall be ineligible to be members of electing units or of an electorate empowered to choose representatives-at-large. Faculty holding administrative appointments may vote in elections other than those held to choose representatives. All Student Service Professionals included in the membership of the faculty (Article I, Section 2) shall be eligible to vote in elections held to choose representatives of their electing unit. Only Student Service Professionals classified as Academically Related (AR) shall be eligible to vote in elections of this organization other than those held to choose representatives of electing units.~~

Section 7. DUTIES. ~~All faculty shall have equal obligations to serve when called upon by the faculty.~~

ARTICLE III II

ACADEMIC SENATE

Section 1. GENERAL. The Academic Senate ~~is a~~ *shall be the principal* sub-unit of the faculty, and ~~shall be the representative organization~~ *the body of representatives* through which the ~~faculty membership of this organization~~ shall normally exercise its powers. It shall consist of the ~~elected~~ representatives of the ~~faculty membership~~, students, and staff, as provided.

Section 2. POWERS.

- A. ~~The Academic Senate, subject to restrictions of established laws of the State of California, regulations of the Trustees of California State University and Colleges, and directives of the Chancellor, and further subject to concurrence by the President of California State University, Sacramento, shall be empowered to act in lieu of the faculty to formulate, review, revise, adopt, and make policy recommendations to the president of California State University, Sacramento on any academic matters delegated to the president by law, and by the Trustees and Chancellor of the California State University and Colleges, including but not limited to academic, personnel, and fiscal policies. All other policies shall be reported to the Academic Senate as information items. The Academic Senate shall have power to formulate, review, revise, adopt and recommend policy and procedures to the President of the California State University, Sacramento. Its power shall extend to any academic matter delegated to the President by law and by the Trustees and Chancellor of The California State University. The extent of this power shall include but not be limited to academic, personnel, and fiscal policies. All policies adopted by the President that have not been initiated by the Academic Senate or have not been the subject of formal consultation with the Academic Senate shall be reported to the Academic Senate for its information.~~
- B. *The power described in Section 2A of this Article shall be exercised in a manner and to an extent consistent with the provisions of state and federal law, the regulations of the Trustees of The California State University, and the directives of the Chancellor.*
- BC. ~~Actions of the Academic Senate related to policy recommendation shall be submitted to the President of California State University, Sacramento Senate action taken to establish, modify, or repeal the policies and procedures of the University to which the power of the Senate extends shall take the form of recommendations to the President for consideration and action. The President shall respond w~~Within fifteen (15) instructional days of receiving

these recommendations, the President shall respond to them by announcing the decision he/she has made in light of them. to these actions with a statement of the status of the recommendations. In the event If the President's disapproves decision is not entirely in keeping with the Senate's recommendation in any instance, the President will shall notify the Chair of the Academic Senate of the disapproval with a statement of reasons underlying for the disapproval for each departure from the Senate's recommendation. In the event a decision is still pending If the President has made no decision at the end of the initial 15-day period of fifteen (15) instructional days, the President shall report on the status of the action inform the Senate of that fact and of the progress being made toward the decision. At the end of every subsequent period of fifteen (15) instructional days thereafter until the decision is made, the President shall again inform the Senate of the progress being made toward the decision. No recommendation to the President shall have the force or effect of University policy or procedure without the concurrence of the President.

CD. The Academic Senate may present to the Trustees, the Chancellor, or the Academic Senate of ~~the California State University and Colleges~~ any appropriate recommendation which it deems judges to be for the improvement of the general welfare of any and/or all of the members of benefit of ~~the California State University and Colleges~~ or any part of it.

Section 3. DUTIES.

- A. The Academic Senate shall perform all of the duties consistent with its given charge of ~~formulation~~ the exercise of its power to formulate, review, revision, revise, and adoption of policy recommendations relating to the policies of the University policy and procedure.
- B. The Academic Senate shall create such committees as it deems necessary to the performance of its duties, shall establish rules and procedures for its committees, and shall establish methods of selectioning of the membership of all required or requested committees. These committees shall not be construed to be sub-units of the faculty, and may not assume duties constitutionally assigned to other sub-units of the faculty. All such committees shall have at least two (2) faculty Senators as members. Each of these committees shall include among its members no fewer than two (2) voting members of the Academic Senate.

- C. The Academic Senate ~~is charged with establishing~~ *shall establish* reasonable methods of selection ~~ing of nominees for all faculty elective positions-offices created by or under this Constitution,~~ and shall conduct all such elections.
- D. The incumbent Academic Senate and ~~the its~~ newly elected officers shall be ~~responsible for handling matters of concern~~ *attend to matters within the scope of the Senate's power* which arise during the summer and on which action cannot be delayed.

Section 4. RESPONSIBILITIES. The following statement sets forth the academic matters explicitly reserved to the faculty or its Academic Senate. (Adapted from the statement on Responsibilities of Academic Senates in a Collective Bargaining Context, adopted by the CSU Academic Senate, AS 1217-81).

It is the responsibility of the Academic Senate to formulate, review, revise, adopt, and make policy recommendations about any academic matters delegated to the President by law, and by the Trustees and Chancellor of the CSU, including but not limited to academic, personnel, and fiscal policies and to forward them to the President of the University.

- A. *Responsibility shall be vested in the faculty or its Academic Senate for:*
1. *approval of degree candidates*
 2. *development of policies governing the awarding of grades.*
- B. *Through the Academic Senate, responsibility shall be vested in the faculty or its elected Senate representatives for developing policies and making recommendations to the President on the following matters:*
1. *criteria and standards for the appointment, retention, awarding of tenure, promotion and evaluation of academic employees including preservation of the principle of peer evaluation and provision for the direct involvement of appropriate faculty in these decisions;*
 2. *determination of membership in the faculty;*
 3. *curricular policies, such as admission and degree requirements, approval of new courses and programs, discontinuance of academic programs and academic standards;*
 4. *faculty appointments to institutional task forces, advisory committees, and auxiliary organizations;*
 5. *academic standards and academic policies governing athletics.*
- C. *The Academic Senate shall be the primary source of policy recommendations to the President on decisions related to the following matters:*
1. *establishment of campus-wide committees on academic or professional matters;*

2. *the academic role of the Library;*
 3. *academic awards, prizes, and scholarships;*
 4. *the academic conduct of students and means for handling infractions;*
 5. *development of institutional missions and goals.*
- D. *The Academic Senate shall be consulted by the President concerning:*
1. *the academic calendar and policies governing the schedule of classes;*
 2. *policies governing the appointment and review of academic administrators.*

Section 45. MEMBERSHIP.

- A. ~~The Membership on~~ of the Academic Senate shall be ~~open to~~ composed of (1) ~~forty-two faculty members~~ *the representatives of the electing units;* (2) ~~four at-large members, not more than two of whom shall be from one school,~~ *representatives to be elected at-large by the temporary faculty from those temporary faculty who are teaching six (6) units or more units during the semester in which the election is conducted;* (3) *chairs of certain standing committees of the Academic Senate (when specified in the committee's charge), as ex officio, non-voting members;* (4) *the statewide academic senators, as ex officio, non-voting members;* (35) *three students representatives, as ex-officio non-voting members, chosen by, and in a manner determined by, the Associated Students of CSUS;* (46) ~~the Provost, the Vice President for Operations and Finance, and the Vice Provost for Students Affairs~~ *the Vice President for Academic Affairs, the Executive Vice President, and the Dean of Students as ex officio non-voting members;* (57) *the School Deans, as ex officio non-voting members;* (68) *the University Librarian as an ex officio non-voting member;* (79) ~~two staff representatives, from the academic area,~~ *chosen by the voting members of the Senate as ex-officio as non-voting members, chosen by, and in a manner determined by, the University Staff Assembly.*
- B. ~~Faculty~~ *Representatives of electing units* shall be elected by *and from* ~~electing those~~ units. There shall be two (2) types of electing units, single and combined.
1. Single electing units ~~normally shall be departments, schools, or divisions having teaching positions equal to or greater than two (2) percent of the teaching positions of the University, shall normally be academic departments or divisions having ten (10) or more probationary, tenured, and full-time temporary faculty appointments (including faculty participating in the Faculty Early Retirement Program, and faculty on paid leave or reduced load, but excluding faculty holding administrative appointments). In addition, the Library shall be a single electing unit, and a single electing~~

unit, named the Student Services electing unit, comprised of all Student Service Professionals included in the membership of the faculty (Article I, Section 2) shall be established for the purpose of electing their representatives(s). Academic departments or divisions having fewer than ten (10) probationary, tenured, and full-time temporary faculty appointments (including faculty participating in the Faculty Early Retirement Program, and faculty on leave or reduced load, but excluding faculty holding administrative appointments), may choose to become single electing units or may choose to form combined electing units as described below.

2. ~~A Combined electing unit shall be combinations of units each having fewer than two (2) percent of the teaching positions of the University. Such units annually shall have the privilege of combining themselves. Should they fail in this, the Academic Senate shall combine these units to provide an electing unit large enough for representation. shall be formed when an academic department or division with fewer than ten (10) probationary, tenured, and full-time temporary faculty appointments (including faculty participating in the Faculty Early Retirement Program, and faculty on leave or reduced load, but excluding faculty holding administrative appointments) combines by mutual consent with another academic department or division to elect a representative.~~
 3. ~~Special electing units shall be established for Library, Student Affairs and Ethnic Studies.~~
- C. The number of representatives to which an electing unit is entitled shall be determined annually *prior to holding the annual election of representatives to the Academic Senate*. Each electing unit shall ~~have at least be entitled to one representative. Additional representatives shall be assigned to single electing units in order of the number of teaching positions until forty-two (42) seats are allocated. Electing units having twenty-four (24) or more probationary, tenured, and full-time temporary faculty appointments (including faculty participating in the Faculty Early Retirement Program, and faculty on leave or reduced load, but excluding faculty holding administrative appointments) shall be entitled to one additional representative.~~
- D. ~~The student member shall be chosen by, and in a manner to be determined by, the Student Senate. To assist in determining the number of faculty appointments in the departments, faculty members holding joint appointments shall designate one of the departments in which they serve as the electing unit in which they intend to vote. The Chair of the Academic Senate shall ascertain the faculty member's designation prior to apportioning representatives among the electing units during the first year of the joint appointment. The faculty member~~

may designate another of the departments in which he or she serves by informing the Chair of the Academic Senate of his/her change of designation prior to the apportionment of representatives during subsequent years. Having designated an electing unit, a faculty member holding a joint appointment shall vote in that unit and no other.

- ~~E. When a vacancy occurs in the representation of any electing unit not caused by normal completion of term of office, such vacancy shall be filled in a manner to be determined by that electing unit.~~

Section 56. TERM OF OFFICE.

- A. ~~Faculty~~ *The term of office of a representatives, whether of an electing unit or the temporary faculty, normally shall serve be for a term of two (2) years, with terms so arranged that approximately one-half (1/2) of the Senate shall be elected each year. The term of office shall begin at noon on the last day of the spring semester and end at noon on the last day of the spring semester two years hence.*
- B. ~~A r~~ *Representatives shall not be eligible to serve for more than three (3) consecutive full terms. who have served for six (6) consecutive years shall not be eligible for re-election until at least one (1) academic year has elapsed between the conclusion of the sixth consecutive year of service and the beginning of a new term.*
- C. *When a vacancy occurs in the representation of any electing unit not caused by the expiration of a term of office, a successor shall be elected by the electing unit in a manner to be determined by the electing unit.*

Section 67. RECALL. ~~A~~ *The representative of an electing unit or the temporary faculty of the Academic Senate shall may be deemed recalled and removed from the position office by upon a two-thirds (2/3) vote majority of those voting in a recall referendum election held by confined to the appropriate electing unit faculty members eligible to elect the representative. A recall referendum election shall be held conducted within ten (10) instructional days following presentation to the Chair of the Academic Senate of a recall referendum petition signed by twenty-five (25) percent of the eligible faculty members of the electing unit to the Academic Senate, faculty members eligible to elect the representative. No representative shall be subject to a recall referendum more than once in any academic year.*

ARTICLE II III

JUDICIARY

Section 1. GENERAL. The Judicial Review Board ~~is shall be~~ a sub-unit of the faculty, constituted to ~~review constitutional matters and to hear appeals from~~ *decide disputes relating to the interpretation of the Constitution of this organization and By-Laws of the Academic Senate.* The departments, electing units, sub-units of the faculty, or combinations thereof, *acting by a majority of the members of each, may seek its decision.* ~~and make judgments thereon.~~ Faculty members may also seek its decision by a petition containing the signatures of fifteen (15) members eligible to vote in the elections of this organization. ~~It shall consist of the elected representatives of the faculty.~~

Section 2. POWERS. Rulings made by the Judicial Review Board ~~are~~ *shall be* final and binding, unless (under the rules provided) appealed to and reversed by the faculty.

Section 3. DUTIES. ~~The Judicial Review Board shall hear appeals~~ *disputes* initiated by duly authorized groups, that is, departments, electing units, or combinations thereof. ~~Petitions to the Judiciary must be supported by a majority of the petitioning group.~~

Section 43. MEMBERSHIP.

- A. Membership on the board shall be open to ~~members of the faculty~~ *probationary and tenured instructional faculty and library faculty.*
- B. Membership on the Board shall not be open to members of other sub-units of the faculty.
- C. The Board shall ~~consist~~ *be composed* of nine (9) members ~~normally~~ elected ~~on a university wide basis at-large.~~ The Board shall determine its own method of paneling for hearings, but no hearings shall be conducted with fewer than three (3) Board members.
- D. No more than four (4) members of the Board may be from the ~~same~~ school, divisions, Library, Student Affairs or ~~Ethnic Studies~~ *the same school.*

Section 54. TERM OF SERVICES OFFICE

- A. Board members shall serve for a term of three years, with terms so arranged that one-third of the membership of the Board shall be elected each year.
- B. ~~A Board member shall not be eligible to serve for more than two consecutive full terms. who has served for six (6) consecutive years shall not be eligible for re-election to the Board until at least one (1) academic year has elapsed between the conclusion of his or her sixth consecutive year of service and the beginning of his or her next term.~~
- C. ~~In the event of a vacancy occurring on the Board, the position shall remain open until the next regularly scheduled election. The membership of the Board shall be chosen by annual election only. If in any instance the office of a member becomes vacant between annual elections, it shall remain vacant until the next annual election.~~

Section 65. RECALL. A member of the Board shall ~~may be deemed recalled and removed from the position office upon by~~ a two-thirds (2/3) vote majority of those voting in a recall referendum election. A recall referendum election shall be held conducted within ten (10) instructional days following presentation to the Chair of the Academic Senate of a recall referendum petition signed by twenty-five (25) percent of the faculty members of the faculty eligible to elect members of the Board. No member of the Board shall be subject to a recall referendum more than once in any academic year.

ARTICLE IV

FACULTY BOARDS AND ELECTIVE POSITIONS

Section 1. GENERAL. ~~The faculty may establish other sub-units which are responsible to the faculty. The powers, duties, terms of service, composition, and method of selection of these sub-units will be described in the Bylaws.~~

Section 2. RECALL. ~~A member of those sub-units formed under this Article shall be deemed recalled and removed from the position upon a two-thirds (2/3) vote of those voting in a recall referendum. A recall referendum shall be held within ten (10) instructional days following presentation to the Chair of the Academic Senate of a recall referendum petition signed by twenty five (25) percent of the faculty members. No member of a sub-unit formed under this Article shall be subject to a recall referendum more than once in any academic year.~~

ARTICLE V IV

Section 1. ADOPTION OF THIS CONSTITUTION. This Constitution shall be adopted after approval by a majority of the faculty voting in a election called for this purpose, and upon approval by the President of the University.

Section 2. AMENDMENTS TO THIS CONSTITUTION. Amendments to this Constitution may be proposed by a two-thirds (2/3) ~~vote~~ of the *voting members of the Academic Senate present and voting to do so*, or by an initiative petition signed by twenty (20) percent of the faculty *eligible to vote in the elections of this organization* and presented to the Chair of the Academic Senate. ~~Ratification of such amendments shall require a majority vote of the faculty voting upon the amendment, followed by approval of the President of the University.~~ *Amendments shall go into effect when they have been approved by a majority of the members of this organization voting upon the amendment, and by the President of the University.*

Section 3. ADOPTION OF BYLAWS. Initially, *the* Bylaws of ~~individual each~~ sub-units ~~of the faculty are to~~ *shall be* adopted by an *absolute majority* of the sub-units ~~themselves Academic Senate~~ and submitted to the *faculty members of this organization* for approval. Subsequent revisions of *the* Bylaws of a *sub-unit* shall be *made by the vote of an absolute majority* ~~vote in~~ of the sub-unit. *A minimum of three (3) instructional days must shall* elapse between the meeting at which Bylaws or revisions to the Bylaws are proposed and the meeting at which they are voted upon.

1/17/89 -- Revisions recommended by the Executive Committee.

1/26/89 and 2/2/89 -- Revisions recommended at Senate's First Reading.

PROPOSED REVISIONS

BY-LAWS OF THE ACADEMIC SENATE

CALIFORNIA STATE UNIVERSITY, SACRAMENTO

I. ELECTION OF THE ACADEMIC SENATE¹

A. Nomination, election, and succession to the office of representative of an electing unit

1. Each electing unit shall invite nominations to the office of representative from its own members. Each member of an electing unit who is qualified to vote for representatives (see Article I, Section 6 of the Constitution) shall be eligible to nominate and to be nominated to the office of representative from his/her electing unit.
2. Each electing unit shall elect its representative(s) by secret ballot. All ballots shall be distributed and collected on campus.
3. If no candidate for the office of representative of an electing unit receives a majority of the votes cast in a unit's election, the unit shall immediately hold another election to decide which of the two candidates receiving the most votes previously cast shall have the office.
4. Each electing unit shall choose its representative(s) during the spring semester before the Academic Senate constituted by the spring elections meets to organize itself.
5. The term of office of the representative of an electing unit shall be two years. It shall begin at noon on the last day of the spring semester and end at noon on the last day of the spring semester two years hence.
6. Provision for filling a vacancy in the office of representative of an electing unit is made in the Constitution, Article II, Section 6.c.
7. The provisions of Section I.A.1-5 of these By-Laws shall apply alike to single and combined electing units.

¹The membership of the Academic Senate is described in Article II, Section 5 of the Constitution of the Faculty of California State University, Sacramento.

B. Nomination, election and succession to the office of representative of the temporary faculty.

1. The temporary faculty shall be entitled to four representatives elected from among those temporary faculty who have been appointed to no fewer than six wtu's during the semester of their election. The election of these representatives shall be so conducted that two of them shall be elected to new terms each year. Normally, no more than two of the representatives of the temporary faculty shall be from the same school.
2. The term of office of a representative of the temporary faculty shall be two years. To remain eligible to hold office a representative of the temporary faculty shall hold an appointment from the University to no fewer than three (3) wtu's during each semester of the prescribed term of office. Failure to hold the required appointment shall vacate the office.
3. Representatives of the temporary faculty who have served for six (6) consecutive years shall not be eligible for re-election until at least one (1) academic year has elapsed between the conclusion of the sixth consecutive year and the beginning of a new term.
4. The nomination and election of representatives of the temporary faculty shall be accomplished each spring before the Academic Senate constituted by the spring elections meets to elect its officers. Nomination and election shall be by and from the temporary faculty. To be qualified for nomination and election, a temporary faculty member shall hold an appointment from the University to no fewer than six (6) wtu's during the semester in which the election is held. To be nominated, a qualified member of the temporary faculty shall submit a nominating petition signed by six (6) members of the temporary faculty.

If more than twice as many candidates are nominated as there are offices to be filled, the Senate's Election Committee may hold an election to select from among them twice as many candidates as offices to be filled.

Each member of the temporary faculty may vote for as many candidates as offices to be filled. To be

elected, a candidate shall receive more votes than any candidate not elected.

When there is a vacancy in the office of representative of the temporary faculty and an election to fill one year of the unexpired term must be held as provided in Section I.B.6 of these By-Laws, that election to a term of one year shall be held concurrently with the election to office for a term of two years. Of those candidates receiving enough votes to be elected, those candidates receiving more votes shall be elected to terms of two years; those candidates receiving fewer votes shall be elected to terms of one year. An election shall be held to break ties. In that election, electors shall vote for no more than one candidate.

Election shall be by secret ballot. All ballots shall be distributed and collected on campus.

5. If a vacancy occurs in the office of representative of the temporary faculty the Academic Senate may appoint from among the temporary faculty a successor who shall serve for the remainder of the academic year in which the vacancy has occurred. The Senate shall confine its choice of a successor to a member of the temporary faculty who holds an appointment from the University to no fewer than six (6) wtu's during the semester of appointment.
6. If a year of the term remains beyond the expiration of the Senate's appointment of a representative of the temporary faculty to fill a vacancy, a successor shall be elected by the temporary faculty to serve during that subsequent year. The election shall occur during the spring semester preceding the beginning of the second full year of the term.

II. MEETINGS OF THE ACADEMIC SENATE

A. The Meetings to Elect Officers

1. Each year following the election of representatives during the spring semester, the Academic Senate constituted by that election shall hold two meetings to nominate and elect its officers as provided in Article II.B of these By-Laws. At least two weeks shall elapse between the two meetings.

B. Business Meetings

1. The Academic Senate shall hold a meeting at least once every month during the academic year. The Senate may hold additional meetings from time to time at the call of the Chair of the Academic Senate, by the Senate on its own motion, or at the request of the President via the Chair of the Senate. The Chair of the Senate shall not refuse or fail to give effect to the President's request for a meeting of the Senate.
2. Items shall be placed on the agenda at the request of the President of the University, or the Chair of the Academic Senate, or the Executive Committee of the Academic Senate, or by a majority vote of the Academic Senate itself.
3. The Academic Senate shall adopt its own rules of procedure for the conduct of its meetings.
4. A majority of the voting members of the Academic Senate shall constitute a quorum. The Chair shall be a voting member.
5. Twenty percent (20%) of the members of the Senate present and voting may order that the roll of voting members be called and their votes recorded in the minutes. Such an order may be made either before or immediately after a vote has been taken by voice, or show of hands but not after the results of a vote by voice or show of hands has been announced. The call of the roll shall not be in order on a procedural motion.
6. Every meeting of the Academic Senate shall be open. Faculty members, administrators, staff, and students who are not members of the Academic Senate may participate in the discussion at the discretion of the Chair.
7. Members of the Senate shall discharge their duties and exercise their powers and prerogatives in person only.

III. OFFICES OF THE ACADEMIC SENATE

A. Officers

1. Chair

The Chair of the Academic Senate shall be elected annually by and from the voting membership of the

Academic Senate. The Chair shall preside at meetings of the Academic Senate.

The term of office of the Chair shall be one year. The term shall begin at noon on the last day of the spring semester in which he/she is elected Chair and shall end at Noon on the last day of the spring semester of the following year. The Chair may be re-elected. A Chair who has served for three (3) consecutive years in that office shall not be eligible for re-election to that office until at least one (1) academic year has elapsed between the conclusion of his/her third consecutive year of service as Chair and the beginning of his/her next term as Chair.

2. Vice Chair

The Vice Chair shall be elected annually by and from the voting membership of the Academic Senate. In the absence of the Chair, the Vice Chair shall preside at meetings of the Academic Senate, and perform other duties of the Chair as delegated by the Chair.

The term of office of the Vice Chair shall be one year. The term shall begin at noon on the last day of the spring semester in which he/she is elected Vice Chair and shall end at noon on the last day of the spring semester of the following year. The Vice Chair may be re-elected. A Vice Chair who has served for three (3) consecutive years in that office shall not be eligible for re-election to that office until at least one (1) academic year has elapsed between the conclusion of his/her third consecutive year of serve as Vice Chair and the beginning of his/her next term as Vice Chair.

3. Elected members of the Executive Committee

In addition to the Chair and Vice Chair of the Senate, five (5) additional voting members of the Executive Committee shall be elected annually by and from the voting membership of the Academic Senate.

The elected members of the Executive Committee shall serve for a term of one year, beginning at noon on the last day of the spring semester in which they are elected to the Executive Committee and ending at noon on the last day of the spring semester of the following year. Elected Executive

Committee members may be re-elected to the Executive Committee.

B. Nomination and Election of Officers

1. Nomination

As provided in Section II, A. of these By-Laws, the newly constituted Academic Senate shall first meet to nominate its officers, that is, the Chair, the Vice Chair and the other five (5) voting members of the Executive Committee. At the meeting to nominate, the order of business shall be (1) nomination of candidates for the office of Chair, (2) nomination of candidates for the office of Vice Chair, (3) nomination of candidates for the five elected members of the Executive Committee. Nominations of candidates for Chair and Vice Chair shall be made from the floor; nomination of oneself shall be permitted. If more than two nominations either to the office of Chair or the office of Vice Chair are made, the Senate shall immediately select from among the several nominees to the office, the two whose names shall be put to a vote in the subsequent election. The selection shall be made by secret ballot. Each Senator shall have one vote in relation to each office. Each of the two candidates selected shall receive more votes than any candidate not selected. When the Senate has finished nominating candidates for Chair and Vice Chair, it shall nominate candidates for the five elected members of the Executive Committee. Nominations shall be made from the floor; nomination of oneself shall be permitted. Additional nominations to the Executive Committee may be made at the meeting to elect the officers of the Senate.

2. Election of Chair and Vice Chair

As provided in Section II.A. of these By-Laws, the newly constituted Academic Senate shall elect its officers at a meeting called for the purpose. The order of business shall be as follows: (1) election of the Chair, (2) election of the Vice Chair, (3) call for additional nominations for five elected members of the Executive Committee, (4) election of the five elected members of the Executive Committee. The election of the officers of the Senate (Chair, Vice Chair and the other voting members of the Executive Committee) shall be by secret ballot. The candidate for each office

who receives more votes than any other candidate for that office shall be elected.

3. Election of the elected members of the Executive Committee

The manner of electing the other five (5) voting members of the Executive Committee shall be as follows:

- 1) If more than ten (10) candidates have been nominated, the Senate shall immediately select by secret ballot from among the several nominees ten (10) whose names shall be put to a vote in the subsequent election. When making this selection, each representative may vote for ten (10) candidates. In case of ties, the number of nominees shall be increased to include the tied candidates. Each candidate selected shall have received more votes than any candidate not selected.
- 2) When the candidates have been selected, the Senate shall immediately elect by secret ballot from among those candidates the other five (5) elected members of the Executive Committee. Each representative may vote for five (5) candidates. Each of the five (5) candidates elected shall have received more votes than any candidate not elected. In case of ties, the Senate shall immediately vote by secret ballot to break the tie. Each representative shall have one vote. The candidate(s) elected shall have received more votes than any candidate not elected.

C. Vacancies

A vacancy in the voting membership of the Executive Committee shall be filled by nomination and election at the first meeting of the Academic Senate after the vacancy occurs. The nominee elected shall have received more votes than any candidate not elected.

If the office of Chair of the Academic Senate becomes vacant, the Vice Chair shall assume the title and functions of the Chair. A new Vice Chair shall be elected at the first meeting of the Academic Senate after the vacancy occurs. Any of the other five (5) elected members of the Executive Committee shall be eligible to be elected Vice Chair. If another elected member of the Executive Committee is elected Vice Chair, an election shall be held then and there to fill

the vacated seat of the elected member of the Executive Committee who has just been elected Vice Chair.

If the office of Vice Chair becomes vacant, the vacancy shall be filled by nomination and election at the first meeting of the Academic Senate after the vacancy occurs. Any of the other five (5) elected members of the Executive Committee shall be eligible to be elected Vice Chair. If another elected member of the Executive Committee is elected Vice Chair, an election shall be held then and there to fill the vacated seat of the elected member of the Executive Committee who has just been elected Vice Chair.

If several vacancies occur at once in the voting membership of the Executive Committee, the Academic Senate shall fill those vacancies by nomination and election at the first meeting to be convened after the vacancies occur. Vacancies shall be filled in the following order: Chair of the Academic Senate, Vice Chair, the other five (5) elected members of the Executive Committee or any of them.

D. Staff of the Academic Senate

1. Parliamentarian

A parliamentarian shall be selected by the Executive Committee and approved by the Academic Senate at the first meeting of the Academic Senate during the fall semester of each academic year.

2. Recording Secretary

The Recording Secretary of the Academic Senate shall be the senior ranked staff member of the Academic Senate office.

IV. COMMITTEES OF THE ACADEMIC SENATE

Committees of the Academic Senate shall be the Executive Committee, the Committee on Committees, and such other committees as the Academic Senate may establish from time to time.

A. The Executive Committee

1. Membership

The voting members of the Executive Committee shall be the Chair and Vice Chair of the Academic Senate, and the five (5) other elected members of the Executive Committee, elected by and from the voting

members of the Academic Senate. The ex officio, non-voting members shall be the immediate past Chair of the Academic Senate provided his/her term has expired at the end of the preceding academic year; one Statewide Academic Senator, selected by the delegation of Statewide Senators; the President of the Student Body, or his/her representative; the Academic Vice President; and the President of the University or his/her representative. The Chair of the Academic Senate shall be the Chair of the Executive Committee.

2. Powers

The Executive Committee shall have power to:

- a. Consider items for the Academic Senate agenda and
 - (i) place them on the agenda of the Academic Senate, or
 - (ii) refer them to an appropriate Senate committee or appropriate agency, or
 - (iii) formulate recommendations for Senate action,
- b. Receive reports and recommendations from Senate committees and
 - (i) recommend clarifying language and amendments for the consideration of the Senate, or
 - (ii) place the item on the Senate agenda with a recommendation for Senate action, or
 - (iii) refer the item to appropriate Senate committees or other agencies.
- c. Take action on behalf of the Senate when time does not permit the Senate to act. Such actions shall be reported to the Senate on a Senate agenda as soon as possible after the Executive Committee has acted.
- d. Advise the President about the interpretation of University policy. The Executive Committee shall report the substance of its advice to the Senate on a Senate agenda as soon as possible.
- e. Propose clarifying statements of University policy to the Senate.

- f. Create ad hoc committees as necessary.
- g. Nominate faculty for consideration by the Senate to fill vacancies that occur in the membership of Senate committees after the Committee on Committees has made its nominations for the year.
- h. Nominate faculty for consideration by the Senate for recommendation to the President for appointment to institutional task forces, advisory committees, and auxiliary organizations.

3. Meetings

- a. The Chair of the Academic Senate shall call a meeting of the Executive Committee at least once in every month during the academic year to set the agenda for the regular monthly meeting of the Academic Senate and at other times as necessary. A majority of the voting members of the Executive Committee shall constitute a quorum.
- b. Executive sessions
 - (i) The Executive Committee may hold executive sessions to discuss and act upon personnel matters relating to the staff of the Academic Senate.
 - (ii) Under circumstances that permit no delay, the Executive Committee may constitute itself as, or become part of, a search committee for the purposes of filling, on an interim basis, a vacancy in the University administration.
 - (iii) The President may consult with the Executive Committee in executive session about personnel matters related to the central administrative staff.
 - (iv) The subject of any executive session of the Executive Committee shall be reported in the minutes of the Executive Committee.

B. Committee on Committees

1. Membership

The Committee on Committees shall be composed of the Chair and Vice Chair of the Academic Senate, the other five (5) voting members of the Executive Committee, the senior representative to the Senate from the Library electing unit, the senior representative to the Senate from the Student Services electing unit, and one representative from an electing unit within each school elected by the incumbent Senate.

2. Nomination and election of school representatives

At one of its meetings, the Academic Senate shall nominate and elect by secret ballot the representative of each of the five (5) schools to the Committee on Committees. Nominations shall be made from the floor; nomination of oneself shall be permitted. No one who is not then a representative of an electing unit from within one of the schools shall be eligible to be nominated to be the representative of that school. Every representative may vote for one nominee from every school. If none of the candidates from a school receives a majority of the votes cast, the Academic Senate shall immediately decide by secret ballot which of the two candidates who have received the most votes shall become the school's representative. As between the two candidates, the candidate who receives the most votes shall be elected.

3. Meetings

Each spring, the Chair of the Academic Senate shall convene an initial meeting of the Committee on Committees. At a subsequent meeting, the Committee on Committees shall nominate to the Senate, candidates to be appointed members of the standing committees of the Senate to serve during the following academic year.

4. Charge

Having considered the results of an annual survey of the faculty interest in serving on any one or more of appointed standing committees, the Committee on Committees shall make a recommendation to the Senate specifying who the members of the

Senate's standing committees shall be during the following academic year. Between the annual deliberations of the Committee on Committees, the Executive Committee shall nominate candidates to fill the vacancies that occur in the membership of the standing committees.

C. Other Committees of the Academic Senate

The Academic Senate may create standing and ad hoc committees as it deems necessary. Every committee created by the Academic Senate shall be a committee of the Academic Senate and shall report to the Senate by way of the Executive Committee. Senate committees shall recommend policy and the interpretation of policy to the Academic Senate by way of the Executive Committee, and perform such administrative functions as are identified in their charge.

V. ELECTION OF REPRESENTATIVES TO THE CSU ACADEMIC SENATE

A. Membership

Three CSU Academic Senate representatives shall be elected from each university with an enrollment of more than ten thousand, but less than twenty thousand, full-time equivalent students on an annual average. Each year in which such an election is held, the election results shall be certified to a designated officer of the CSU Academic Senate by the Chair of the local Senate on or before May 15. Representatives elected shall take office on or before June 15.

B. Terms of Office

1. Representatives shall serve a term of three (3) years, to be established on a staggered basis so that one of the three members is to be elected each year.
2. A Statewide Academic Senator who has served for nine (9) consecutive years in that office shall not be eligible for re-election to that office until at least one (1) academic year has elapsed between the conclusion of his/her ninth consecutive year of service as Statewide Academic Senator and the beginning of his/her next term as Statewide Academic Senator.

C. Nomination and Election of Representatives and Appointment of Alternate

1. The nomination and election of every representative to the CSU Academic Senate shall be by and from those members of the faculty who are members of an electing unit as defined by the Constitution (Article II. Section 5.B. 1 and 2) and are eligible to vote for the representative of an electing unit, as defined by the Constitution (Article 1, Section 6.) To become a candidate, an eligible member of the faculty must submit to the Chair of the Academic Senate a nominating petition signed by ten (10) members of the faculty eligible to elect a representative to the CSU Senate. If three (3) or more members of the faculty become candidates, an election shall be held to choose no more than two of them to contest the office subsequently. If one of the three (3) or more candidates receives a majority of the votes cast in the election to choose two candidates that person shall be declared elected without further contest. If no candidate receives a majority of the votes cast, the two candidates who receive the most votes shall contest the office in a second election. The candidate receiving the most votes in the second election shall be elected representative to the CSU Academic Senate.
2. The alternate representative to the CSU Academic Senate shall be the Chair of the Academic Senate of CSU Sacramento. If the Chair cannot serve, the Executive Committee shall designate an alternate.
3. If an incumbent shall vacate the office of representative to the CSU Academic Senate before his/her term expires, a successor shall be elected as provided in Article V, Section C.1 of these By-Laws.

1/17/89--Recommended by Executive Committee
2/2/89 --First Reading by the Academic Senate