Faculty Constitution

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Article I

Section 1: Name

The name of the organization shall be the Faculty of the University.

Section 2: Membership

Membership in the Faculty requires membership in an academic department or program, the Library faculty, or the student services faculty/professional staff. If a person is on administrative assignment but has retreat rights to the Faculty, then that person is a member of the Faculty. Membership in the Faculty shall be distinct from membership in a collective bargaining unit or a management classification. A faculty member may be tenured, on tenure-track, or a lecturer. Membership in the Faculty shall not lapse because of a leave of absence, assigned time for non-classroom projects, attainment of emeritus status, or early retirement. Disputes concerning membership in the Faculty shall be resolved by the Executive Committee of the Academic Senate.

Article II

Section 1: Organization of the Faculty of the University

A. Officers

Officers of the Faculty of the University shall be the President of the University; the Chair, the Vice Chair, and the Secretary of the Academic Senate.

B. Meetings

Meetings of the Faculty of the University:

- must be called at least once during the academic year; the Chair of the Academic Senate or his/her designee shall preside;
- may be called by the President of the University who may then preside;
- may be called by one-third of the Academic Senate, whose Chair or his/her designee shall preside;
- may be called in response to a petition signed by at least fifty voting members of the Faculty, and shall be presided over by the Chair of the Academic Senate or his/her
designee;
• shall be conducted with Robert's Rules of Order as a guide.

C. Quorum

The quorum shall be specified in the By-Laws

D. Powers

The Faculty delegates its powers to the Academic Senate except those it may choose to reserve for itself, as provided below:

A quorum of the Faculty may consider any subject at a general faculty meeting but may not take binding action except as follows: a majority of those present and voting may refer one or more action items to the Faculty for a written referendum vote.

Section 2: Voting

All members of the Faculty have certain voting rights. Those members who are tenured or on tenure-track are eligible to vote in referenda, for senators-at-large, for tenure-track senators from Colleges and in all-university elections. Full-time lecturers are eligible to vote in referenda, for senators-at-large, for lecturer senators from Colleges and the Library, and in all-university elections. Part-time lecturers are eligible to vote in referenda, for senators-at-large, for lecturer senators from Colleges and in all-university elections (except for representatives to the Statewide Academic Senate) on a proportional basis equivalent to their fractional appointment level at the time of the election.

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Article III

Section 1: Responsibilities

The Academic Senate, subject to established policies and regulations of the Legislature and the Trustees and the concurrence of the President of the University, shall formulate policies and procedures regarding:

• appointment and review of academic administrators;
• faculty appointment, retention, tenure, promotion, leave and dismissal;
• curriculum and instruction;
• Library and research;
• student affairs, admissions, retention, awarding of grades and graduation;
• business and fiscal matters;
• campus development;
• academic and professional standards;
• mission and goals;
• other matters about the welfare and excellence of the University.
Section 2: Presidential Concurrence

Upon passage by the Academic Senate or the Faculty, proposed policies and procedures will be submitted to the University President for consideration and action. Policies and procedures will become official on the date of concurrence by the President. In the event of a disagreement between the President and the Senate, the President will review the issues with the Executive Committee of the Academic Senate before making a decision. The President will respond in writing to the Academic Senate about policies and procedures with which he/she does not concur. The response shall provide an explanation of the reasons for the lack of concurrence with the Academic Senate. When the President does establish his/her own policy, in part or in full, rather than accepting the Senate-recommended policy, the Faculty Manual shall show which portions are independently-developed executive policy.

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Article IV

Section 1: Membership of the Academic Senate

Elected members of the Academic Senate must be voting members of the Faculty of the University as defined in Article II, Section 2, of the Constitution, except as provided in Article IV, Section 1, E and F. All elected members of the Senate, except those described in Article IV, Section 1, E and F, must have at least .20 as instructor of record or the equivalent for Library and student services with the exception of school directors/department chairs and the Chair of the Academic Senate.

The Academic Senate of the University shall consist of:

A. One tenured or tenure-track member elected by and from the tenured and tenure-track voting members of the faculty of each College, as long as such entities are separate instructional units; one tenured or tenure-track member elected by and from the Library faculty; and one member elected by and from the student services faculty/professional staff.

B. Additional tenured or tenure-track members elected by and from the voting members of the faculty of each college, the Library, student services, or other entity within the institution, proportionate to the entity’s share of the previous fall semester utilization of faculty positions. The additional faculty representation will be proposed by the Executive Committee and approved by the Academic Senate so as to yield an Academic Senate 62 to 67 total members and may be adjusted annually, prior to the beginning of elections to the next Academic Senate. The size of an entity's representation may be reduced only when the term of office of the senior senator(s) from that entity expires.

C. Eight to ten members chosen at-large, elected by and from the voting members of the Faculty.

D. One member from each College, plus one from the Library, elected by and from all lecturers in the unit (College, or Library) in residence during the spring semester. Lecturers
with appointments in more than one unit will vote in each unit in proportion to their time base in that unit.

E. The Associated Students President, one undergraduate-at-large student (selected by the Associated Students Legislature), and one graduate-at-large student (selected by the Associated Students Legislature) shall be members of the Academic Senate. Such students must be enrolled for at least the same number of units as required for membership on the Associated Students Legislature and meet the other levels of academic standards required for membership on the Associated Students Legislature. The terms of office shall be determined by the Associated Students Legislature.

F. Three staff members to be selected by staff voting in a campus-wide election. When staff representation on a committee is required by Senate policy, and after a campus-wide call for nominations, staff may be appointed from the pool of nominees by the Executive Committee to serve on such committees. The process stated in this section F supersedes any process described in current Academic Policies.

G. The President of the University.

H. The Vice President for Academic Affairs of the University.

I. Four members, from the Faculty, administrative ranks, staff, or student body at-large, appointed annually by the President of the University.

J. All members elected to the Academic Senate of the California State University shall become ex-officio members of the local Senate for the duration of their terms on the Statewide Senate. Any seat occupied by a Statewide Senator already serving on the local Senate at the time of his/her election to the Statewide group shall be filled, as provided in Article IV, Section M.

K. The outgoing Chair of the Academic Senate shall serve as an ex-officio member of the Senate for one year subsequent to the completion of the Chair’s term.

L. Terms of Office

- The terms of office of all elected members of the Senate shall be three years, beginning at the first regularly scheduled meeting in or after June, except for an organizing meeting
- Elected members of the Senate may succeed themselves for one full term. No member of the Senate shall serve more than six successive years as an elected member of the Senate.

M. Vacancies

- Vacancies in elected positions shall be filled following normal election procedures for the balance of the term of office
- Vacancies in appointed positions shall be filled by the appointing entity.

N. Members-at Large

The members-at-large of the Academic Senate shall be nominated in a process open to all members of the Faculty, allowing for nominees from the previous Senate, as shall be determined in the By-Laws. Such nominees will be candidates for election by the Faculty, as
specified in the *By-Laws*.

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**Section 2: Duties of the Academic Senate**

A. The Senate, in order to perform its duties, shall create committees as provided in Article IV, Section 3. The Senate may request reports from any of the committees when the Senate deems such reports appropriate. All such committees shall make minutes of their meetings accessible to the Faculty through the Senate, except for minutes of confidential meetings.

B. The Senate shall adopt and may amend its *By-Laws*.

C. The Senate shall make provision in its *By-Laws* for its operation during summer sessions and other interim periods.

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**Section 3: Organization of the Academic Senate**

**A. Officers of the Senate**

The officers of the Academic Senate shall include a Chair, a Vice Chair, and a Secretary. They shall be elected from the incoming and continuing membership of the Academic Senate to serve a one-year term.

**B. Committee Structure of the Academic Senate**

The committees of the Academic Senate shall include the Executive Committee and such other standing committees, all-university committees and *ad hoc* committees as the Academic Senate shall determine. The Senate also participates in two additional types of committees: committees on which the Senate has liaison members or representatives and committees for which the faculty members are recommended for executive appointment. The Executive Committee shall consist of the officers of the Senate, two additional members elected for terms of one year, the outgoing Chair (who shall serve for one year subsequent to the completion of his/her term of office as Chair), and the Chairs of the Senate's standing committees.

**C. Record of Meetings**

The Academic Senate shall keep, and make available to the Faculty, a record of its meetings. Summary minutes shall be distributed to the Faculty.

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Article V

Section 1: Adoption of this Constitution

This Constitution shall be adopted by a favorable vote of the majority of the Faculty of the University who vote, as defined at the time the vote is taken, but shall not be adopted if fewer favorable ballots are cast than the number comprising a quorum of the faculty.

Section 2: Amendment

Amendments to this Constitution may be initiated in the same way that any other motions are initiated by the Academic Senate or may be initiated by members of Faculty calling for a general meeting of the Faculty, as provided for elsewhere in this Constitution. Proposed amendments adopted by the Academic Senate following its usual rules for the adoption of motions, shall be presented in written form to the voting members of the Faculty, as elsewhere defined in this Constitution, and shall be adopted by a favorable majority vote by the members of the Faculty who vote, but shall not be amended if fewer favorable ballots are cast than the number comprising a quorum of the faculty.

Last Updated February 27, 2009