

**HUMBOLDT STATE UNIVERSITY**  
**University Senate**

**Resolution to Amend *Appendix J Article IX* to bring it into Agreement with Recent Changes to the  
General Faculty Voting Membership**

25-15/16-CBC - April 26, 2015 – Second Reading

**RESOLVED:** That the University Senate recommends the following amendments to *Appendix J* of the *Faculty Handbook*; and be it further

**RESOLVED:** That the General Faculty President forward these amendments to the General Faculty for ratification in accordance with the current amendment process outlined in *Appendix J Article IX*.

*Amendments with track changes*

IX. Amendments

A. Amendments to bring Appendix J into conformity with the current CBA need not be voted on by the General Faculty of Humboldt State University. 3.1

B. Amendments ~~to this policy~~ may be proposed either by a majority vote of the University Senate, or by a petition signed by 10 percent of the members of the General Faculty, ~~and presented to the President of the General Faculty for potential recommendation to the President of the University.~~

C. The ~~complete wording of any proposed amendment and notice of a meeting at which the matter is to be discussed shall be mailed by the~~ President of the General Faculty shall notify the General Faculty of the complete wording of any proposed amendment and presented to each member of the General Faculty in residence at least seven days prior to the meeting at which the amendment will be discussed.

D. Proposed amendments shall be ratified by a majority of votes cast in an election of full-time tenured faculty, full-time probationary faculty, FERP faculty and administrators with retreat rights. Eligibility to vote on amendments will not be affected if the faculty member is on leave or is not teaching during the semester in which the election is held. Voting by the General Faculty on amendments shall be by secret ballot, with provision for proxy voting by faculty unit employees in residence [excluding non-tenure track faculty unit employees]. 2.13 The Senate Appointments and Elections Committee shall administer the election, consistent with the provisions in section 8.0 of the Constitution of the General Faculty in charge of all arrangements.

E. ~~Ratified a~~ Amendments ~~shall be to this policy shall be~~ recommended to the University President of the University for approval. ~~by a majority vote of the faculty unit employees in residence, provided that C and D above have been complied with.~~ 2.13 The University

President's approval ~~of any amendments so recommended~~ is required prior to implementation of policy changes.

*Amendments with changes accepted:*

#### IX. Amendments

A. Amendments to bring Appendix J into conformity with the current CBA need not be voted on by the General Faculty of Humboldt State University. 3.1

B. Amendments may be proposed either by a majority vote of the University Senate or by a petition signed by 10 percent of the members of the General Faculty.

C. The President of the General Faculty shall notify the General Faculty of the complete wording of any proposed amendment at least seven days prior to the meeting at which the amendment will be discussed.

D. Proposed amendments shall be ratified by a majority of votes cast in an election of full-time tenured faculty, full-time probationary faculty, FERP faculty and administrators with retreat rights. Eligibility to vote on amendments will not be affected if the faculty member is on leave or is not teaching during the semester in which the election is held. 2.13 The Senate Appointments and Elections Committee shall administer the election, consistent with the provisions in section 8.0 of the Constitution of the General Faculty.

E. Ratified amendments shall be recommended to the University President for approval. 2.13 The University President's approval is required prior to implementation of policy changes.

***RATIONALE:*** *The General Faculty approved changes to the General Faculty voting membership in February 2016. Included in these changes were: the removal of the "in residence" clause as a condition for voting on General Faculty matters and the explicit inclusion of "FERP faculty" and "administrators with retreat rights" in the voting membership of the General Faculty.*

*Article IX.D of Appendix J needs to be updated to reflect these changes. In IX.D. the "in-residence" qualifier has been removed and the text re-structured to make this section more consistent with the voting language in other General Faculty governing documents. The effect of this change is that all tenured and probationary faculty, whether they are on temporary leave or not, will be eligible to vote on App J changes. All FERP faculty, whether they are teaching during a particular semester or not, will be able to vote on App J changes. And all administrators with retreat rights will be able vote on App J changes since they have been deemed "tenurable" or had already achieved tenure when they were initially hired.*

*The other sections of this article are being amended to make the amendment process more clear. In IX.B. the General Faculty President does not recommend the amendments to the University President so this clause can be struck. In IX.C. there is no longer a requirement to physically mail the amendments*

*for notification so this language has been modified. In IX.E. the language is altered to make it clear that a ratified amendment goes to the University President for approval.*