

DRAFT COMPONENTS OF PROPOSED UNIVERSITY SENATE

Background

The Faculty Affairs committee has been charged by the Senate to “begin articulating, in written form and to the wider HSU community, a new Senate structure for HSU, a *University Senate* built on the model of the Senate at SDSU...” The Faculty Affairs committee was expanded for this purpose by the Senate to include a staff representative, the President of the Associated Students and the CFA Chapter President. The committee began work on this assignment late last spring and has continued its work through the fall, bringing components of the project to the Academic Senate for input as work has progress. The committee is now seeking broad input on two basic components of the work:

1. The basic concept and composition of the proposed University Senate
2. The committee structure of the Senate

1. Basic concept and composition

The basic concept of the University Senate is that it would be the primary policy recommending body for the campus community and therefore include voting representatives from all constituencies of the campus community. This is the concept recommended by the Council for Institutional Change and represented in the University Senate at SDSU.

Proposed Leadership of the Proposed Senate

5.0 Officers and Parliamentarian

5.1 The Chair of the Senate, who shall be the Chair of the Faculty, shall be annually elected by the faculty at large at the time of regular senate elections. The Chair shall be a faculty member who has at least two years experience serving on the University Senate. The Chair shall preside at all meetings of the Senate and may call special meetings of the Senate and of the Faculty.

5.2 The Vice Chair of the Senate shall be an elected senator. The Vice Chair shall be annually elected to office by the majority of the elected senators. The Vice Chair of the Senate shall preside as the Chair of the Senate should the Chair be unable to fulfill the duties of the office, and shall serve as Chair of the Faculty Affairs Committee.

5.3 The Secretary of the Senate shall be an elected senator. The Secretary shall be annually elected to office by the majority of the elected senators. At the direction of the Executive Committee, the Secretary (a) shall prepare the agenda for all Senate meetings and notify all senators of these meetings; (b) shall keep roll and notify the Committee on Committees and Elections when, in accordance with Senate policy, a seat has become vacant through repeated absence; (c) shall maintain a complete record of Senate meetings and prepare summaries of Senate minutes; (d) shall supervise the distribution of copies of Senate resolutions and decisions to appropriate persons; (e) shall annually compile and publish an index of Senate actions; and (f) shall supervise the work of the secretarial staff in the Senate office and shall serve as chair of the Academic Policies Committee.

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5.4 Should the Vice Chair or Secretary of the Senate be unable to serve the full term for which he or she was elected, an election shall be held to choose a replacement for the period of absence.

Meetings of Senate, faculty senate and general faculty

6.2 Special meetings of the Senate shall be called by the Chair either at the Chair's discretion or upon receiving a written petition of 10 percent of the Senate membership or of 10 percent of the faculty electorate.

6.5 Faculty Session

6.51 A faculty session of the Senate shall comprise only senators elected by the faculty. Its function shall be to express the collective voice of the faculty. It may make determinations regarding any issue. Any member of the university community may attend a faculty session; however, only elected faculty senators may speak and vote.

6.52 A faculty session shall be convened upon a majority vote of the sitting Senate or by a majority vote of the Senate Executive Committee.

6.53 A faculty session shall be terminated either by a two-thirds majority vote of the convened session or by an advance stipulation.

6.54 When the faculty session has concluded its business or when the session has been terminated by advance stipulation, its actions shall be reported to the full Senate. The Secretary of the Senate shall include all actions of the faculty session in the minutes of the Senate.

5.2 General Faculty Meetings

5.21 For a general meeting of the faculty, general faculty shall be defined as those who hold a permanent, multiple year, or temporary appointments and are members of Unit 3 as defined in the MOU. For the purposes of this section, temporary appointees of Unit 3 shall become members of the general faculty on their dates of appointment.

5.22 The quorum for general faculty meetings shall be a simple majority, that is, 50 percent plus one of the general faculty.

Note: In the proposed University Senate model, the Chair of the Senate is the Chair of the faculty and there is no longer a separate General Faculty President. The faculty of the Senate can hold separate meetings and the general faculty can hold meetings as described above, but there is no General Faculty Association per se. Responsibilities of the General Faculty Associate would now fall on faculty senators and Senate committees.

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Composition of the Purposed University Senate

The following chart show two possible compositions of a University Senate compared with the current Academic Senate (right hand column). Total numbers and percentages appear at the bottom.

University Senate Proposal A 43 members total – 3 non-voting	University Senate Proposal B 30 members total – all voting	Current Academic Senate 39 members - 9 non-voting
Chair – Full Time tenure/tenure track faculty member elected by general faculty	Chair – Full Time tenure/tenure track faculty member elected by general faculty	Chair –elected by Senate (included in 16 faculty below)
17 Prob/Tenure faculty: 5 from each college plus two elected from the other academic units (Library, Counseling and coaches) elected by fulltime faculty in unit	11 Prob/Tenure faculty: 3 from each college plus two elected from the other academic units (Library, Counseling and coaches) elected by full time faculty in unit	19 Faculty: 16 faculty from colleges apportioned 1/25 FTEF ; 3 non-inst: Librarian, Counseling, Coach- elected by faculty holding a .4 or higher appointment
4 Lecturers holding .4 or higher appointment elected by lecturers who hold a .4 or higher appt.	3 Lecturers holding .4 or higher appointment elected by lecturers who hold a .4 or higher appt.	1 Lecturer elected by faculty holding a .4 of higher appointment
4 non-MPP staff elected by staff	3 non-MPP staff elected by staff	2 non-MPP staff selected by staff council; one non-voting
3 students: 2 undergraduate students and 1 graduate student selected by AS	3 students: 2 elected by AS plus AS President or designee	3 students plus AS Pres who is non-voting
7 Administrators: President of the University (non-voting), Provost, Vice Provost and Dean for Undergraduate and Graduate Studies, Vice President for Student Affairs, Dean for the College of Arts, Humanities & Social Sciences, Dean for the College of Natural Resources & Sciences, and Dean for the College of Professional Studies,	3 Administrators: The Provost or Designee, one Academic Dean and one MPP appointed by the President	5 Administrators: President, Provost, 4 Vice Presidents –all nonvoting
Chair of ICC	Chair of ICC	Chair of ICC
2 State Senators	2 State Senators	2 State Senators
CFA President (non-voting)	CFA President – (voting)	CFA President (non-voting)
Emeritus Professor	Emeritus Professor	Emeritus Professor
		General Faculty President
Chair of proposed budget committee is a senator counted in above numbers	Chair of proposed budget committee is a senator counted in above numbers	Finance Officer elected from Senate (non-voting)
Past Chair of Senate	Past Chair of Senate	Past Chair of Senate
		Student Affairs Rep
Voting: 68% Fac, 10% Stf, 7 %Std, 15% Adm	Voting 70% Fac,10%Stf, 10%Std, 10%Adm	Voting 87% Fac, 3% Stf, 10% Std, 0 Adm
Total voting: 27 Fac, 4 Stf, 3 Std, 6 Adm	Total voting: 21 Fac, 3 Stf, 3 Std, 3 Adm	Total voting: 26 Fac, 1Stf, 3 Std, 0 Adm

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Another proposed configuration for the faculty component of the University Senate follows. This configuration would replace blocks 2 & 3 in option B (column 2) and result in the same number of faculty just elected differently.

Option B alternate faculty configuration (blocks 2 and 3 column 2)

6 probationary/tenure track faculty elected by the colleges, 2 per college
2 faculty elected from other academic units
3 lecturers elected by the colleges, 1 per college
3 faculty elected by the general faculty
Total 14 faculty

2. Committee Structure of the Proposed Senate

The currently proposed committee structure is based on a review of the committee structures of SDSU and CSULong Beach. The attached chart provides the membership for the committees. Separate documents provide the draft committee charges for the new committees and a comparison of the current UBC, the Long Beach budget committee and the proposed University Resources and Planning Committee.

The current draft of the committee structure of the proposed University Senate includes the following:

1. Faculty Affairs – remains as currently structured; chair is Vice Chair of Senate and sits on Exec Comm
2. Academic Policies – remains as currently structured; chair is Sec of Senate and sits on Exec Comm.
3. **Student Affairs – currently suspended, no recommendation at this time**
4. ICC – remains as currently structured except that the chair is an exofficio voting member of Senate and cannot also be an elected Senator
5. Faculty Awards - remains as currently structured
6. Senate Appointments – remains as currently structure
7. **University Resources and Planning Committee – new committee of the Senate with budget, resource allocation and planning responsibilities; SEE ATTACHMENT Committee Chart**
8. **Constitution and ByLaws Committee – new committee of Senate; SEE ATTACHMENT Committee Chart**
9. **Campus Community Committee – new committee of Senate; SEE ATTACHMENT Committee Chart**

The composition of the Senate Executive committee would depend in part on the configuration of the committees of the Senate. Given that caveat, a currently under review chart of a proposal for the composition of the Executive committee follows.

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Chart of Possible Senate Executive Committee Configurations

University Senate Proposal A 17 members total	University Senate Proposal B 12 members total	Current Academic Senate 13 members - 2 non-voting
Chair – Full Time tenure/tenure track faculty member elected by general faculty	Chair of Senate – Full Time tenure/tenure track faculty member elected by general faculty	Chair –elected from and by Senate
3 Faculty senators elected from and by the elected members of Senate with no more than one from a college or equivalent unit		
Vice Chair and Chair of Faculty Affairs elected from and by the elected members of the Senate	Vice Chair and Chair of Faculty Affairs elected from and by the elected members of the Senate	Vice Chair and Chair of Faculty Affairs elected from and by the elected members of the Senate
Secretary and Chair of Academic Policies Committee elected from and by the elected members of the Senate	Secretary and Chair of Academic Policies Committee elected from and by the elected members of the Senate	Secretary and Chair of Academic Policies Committee elected from and by the elected members of the Senate
		Chair of Student Affairs Committee - suspended
Chair of Constitution and By Laws committee elected from and by the elected members of the Senate		
Staff senator chosen by the staff senators	Staff senator chosen by the staff senators	
President of the Associated Students or Designee	President of the Associated Students or Designee	
Provost or designee and the Vice Provost/Dean of Undergraduate and Graduate Studies	Provost and one administrator who is a Senator	President and Provost – non-voting
Chair of Integrated Curriculum Committee	Chair of Integrated Curriculum Committee	Chair of ICC
1 State Senators	1 State Senators	2 State Senators
CFA President (voting)	CFA President (voting)	CFA President (voting)
		General Faculty President
Chair of the University Resources and Planning Committee	Chair of the University Resources and Planning Committee	Finance Officer
Past Chair of Senate	Past Chair of Senate	Past Chair of Senate
Representative of Office of Diversity and Equity	Representative of Office of Diversity and Equity	
12 Fac, 1 Stf, 1 Std, 2 Adm and rep. from Diversity office that might be staff or MPP	8 Fac, 1 Stf, 1 Std, 2 Adm and rep. from Diversity office that might be staff or MPP	11 Fac, 0 Stf, 0 Std, 2 Adm (non voting)

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Other bits and pieces on which we need input

1. It has been recommended that ALL senators shall serve on at least one committee of the Senate or the University (separate from any service on college or department committees).
2. It has been suggested that the Chair of the Senate be elected for a two year term.
3. It has been suggested that the position of Vice Chair of the Senate involve a two year commitment serving a one year as Vice Chair and the following year as Chair.

We will be continuing to work on drawing up the Constitution and By Laws for the proposed University Senate in order to bring those to Senate for a recommendation from Senate of whether or not to take these to a faculty vote. We need your input. Please discuss these documents with colleagues and post your input to the website or send input and questions to cgk1@humboldt.edu.

WE WANT TO HEAR FROM YOU. THANK YOU.