

Academic Senate Constitution Workgroup Update March 1, 2021



Workgroup Members:

Robert Cormia

Eric Kuehnl

Jordan Fong

Donna Frankel

Kathryn Maurer

Kerri Ryer

Mary Thomas

Scope of Charter (approved Jan. 25)

1. Update to reflect already approved changes (e.g. PT vote)
2. Look at division representation, # on Exec
3. Academic Senate relationship to shared governance
 - Senate committees & subcommittees
 - Role of senate-appointed reps & appointment process
4. Senate officers – positions & duties: VP of Senate/Chair of CCC
5. Members of Exec: roles & responsibilities, onboarding/training, communication standards with constituents
6. Recruitment – goal of having contested elections
7. Fiscal health/PT stipends and other expenditures and revenue sources
8. Alignment with De Anza? (Release time is negotiated in contract)

Timeline

- April 5th – Workgroup completes draft of revised constitution/by-laws
- April 12th – Present to Academic Senate
- April 26 - Academic Senate discussion
- May 10 - Academic Senate discussion
- May 24 – Academic Senate approval
- Early June – election

Process

- Study of internal documents
 - Constitution, governance handbook, resolutions/amendments, election results, CCC processes, FHDA participatory governance, etc.
- Study of external documents
 - ASCCC/CCLC guidance, other colleges' constitution & by-laws
- Self analysis & goals
- Bring proposals to Exec Committee

1st Proposal: Create separate Constitution & By-Laws

CONSTITUTION

- requires amendments approved by 2/3 vote of Exec AND vote (51%) of all faculty to change
- stipulate review every 3 years
- more policy-oriented

BY-LAWS

- requires 2/3 vote of Exec to change
- stipulate review annually and/or as needed
- more procedure/process-oriented

1st Proposal: Create separate Constitution & By-Laws...continued

CONSTITUTION

- Preamble? Name, who we are
- Purpose & Responsibilities (full senate, Exec Committee, Executive Council)
- Officer positions/job descriptions (which ones eligible for release time)
- Division/Area Senators (representational nature of senate, job description)
- Parliamentary Procedures (which ones we use/follow)
- Process for amendments to constitution & by-laws

BY-LAWS

- Responsibilities/duties of officers & senators
- Division representational structure
- Election & removal process of officers and senators, and filling temporary vacancies
- Fiscal management (e.g. PT stipend, release time agreements, process for approving expenditures, etc.)
- Communications & record-keeping
- **Committees of the senate (official list, duties of reps. including tri-chairs/reps to governance councils)**

2nd Proposal: Formalize CCC as an autonomous subcommittee of the senate

- Included in Academic Senate constitution but operates with separate by-laws
- Create 4th Officer position:
 - President
 - VP of Senate Operations
 - VP of Curriculum (CCC Chair)
 - Secretary/Treasurer

Discussion: Division/Area Representation

Are we asking the right questions?

Process for answering them?

- How do we determine the right size of the Executive Committee? (# of senators)
- How do we determine the “divisions” or “areas” needing representation?
- How do we determine the right number of representatives from each division/area?
- How can we best integrate/represent PT faculty? How are their roles different from division/area senators? How can we support their representation duties? How can we fund their work appropriately?
- How are senators elected/chosen? What are their specific duties, and how can we build in shared agreements about time commitments & accountability?
- Other?