

CSULB ACADEMIC SENATE 2023-24 NEW SENATOR ORIENTATION

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Academic Senator Chair

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LAND ACKNOWLEDGMENT

CSULB is located on the sacred site of Puvungna. We acknowledge that we are on the land of the Tongva Gabrieleño and the Acjachemen/Juaneño Nations who have lived and continue to live here. We recognize the Tongva and Acjachemen Nations and their spiritual connection as the first stewards and the traditional caretakers of this land. We thank them for their strength, perseverance, and resistance. We pay our respects to the Ancestors, Elders, and our relatives, past, present and emerging.

NEW SENATOR ORIENTATION AGENDA

- Welcome and Introductions
- Senate Structure and Roster
- Typical Agenda and Flow of Meeting
- Parliamentary Procedure
- Your Responsibilities as a Senator
- Preview: Policies Coming your Way

WELCOME AND INTRODUCTIONS

Senate Executive Committee

- Pei-Fang Hung, CHHS, Chair
- Neil Hultgren, CLA, Vice Chair
- Ryan Fischer, CHHS, Secretary
- Melissa Dyo, CHHS, at-large
- Brian Katz, CNSM, at-large
- Aparna Nayak, CLA, at-large
- Christopher Warren, CLA, at-large

INTRODUCTIONS: NEW & RETURNING SENATORS

1. Tell us your name, unit, and department
2. Tell us what brought you to the Senate

SHARED GOVERNANCE IN HIGHER EDUCATION

- *Share the governance of our institution with all its constituents*
 - "Shared governance" in higher education refers to structures and processes through which faculty, staff, administration, and students participate in the **development of policies** and in **decision-making** that affect the institution.
- *What is the difference between unions and shared governance?*
 - Union (e.g., CFA): Focus on “terms and conditions of employment” of their members
 - Shared Governance: Address all important issues of the institution, not only employment issues
 - Supports the overall academic quality of the institution

WHAT THE ACADEMIC SENATE DOES?

- Make and revise policies in conjunction with Councils & Committees, e.g.,
 - Curriculum & Educational Policies Council (CEPC)
 - Faculty Personnel Policies Council (FPPC)
 - University Resources Council (URC)
 - Institution and Program Assessment Council (IPAC)
- Approve curriculum (new programs, majors, minors, and certificates)
- Facilitate reviews of administrators
- Serve as a forum for news about policy work and about campus issues

ACADEMIC SENATE



CALIFORNIA STATE UNIVERSITY
LONG BEACH

Executive Committee

Advisory Council on Strategic Enrollment Management

Campus Academic Calendar Committee

Campus Climate Committee

LGBTQIA+ Campus Climate Committee

Committee on Athletics

Faculty Advisory Committee on Technology

Graduate Studies Advisory Committee

Nominating Committee

Panel of Professional Responsibility

Curriculum and Educational Policies Council

Academic Appeals Committee

General Education Governing Committee

Grade Appeals Committee

Graduation Writing Assessment Requirement (GWAR) Committee

International Education Committee

GWAR Placement Exam Advisory Committee

Faculty Personnel Policies Council

University Awards Committee

University Mini-Grant, Summer Stipend Committee

University Resources Council

Lottery Committee

Institutional and Program Assessment Council

General Education Evaluation Committee

Academic Senate Organizational Chart

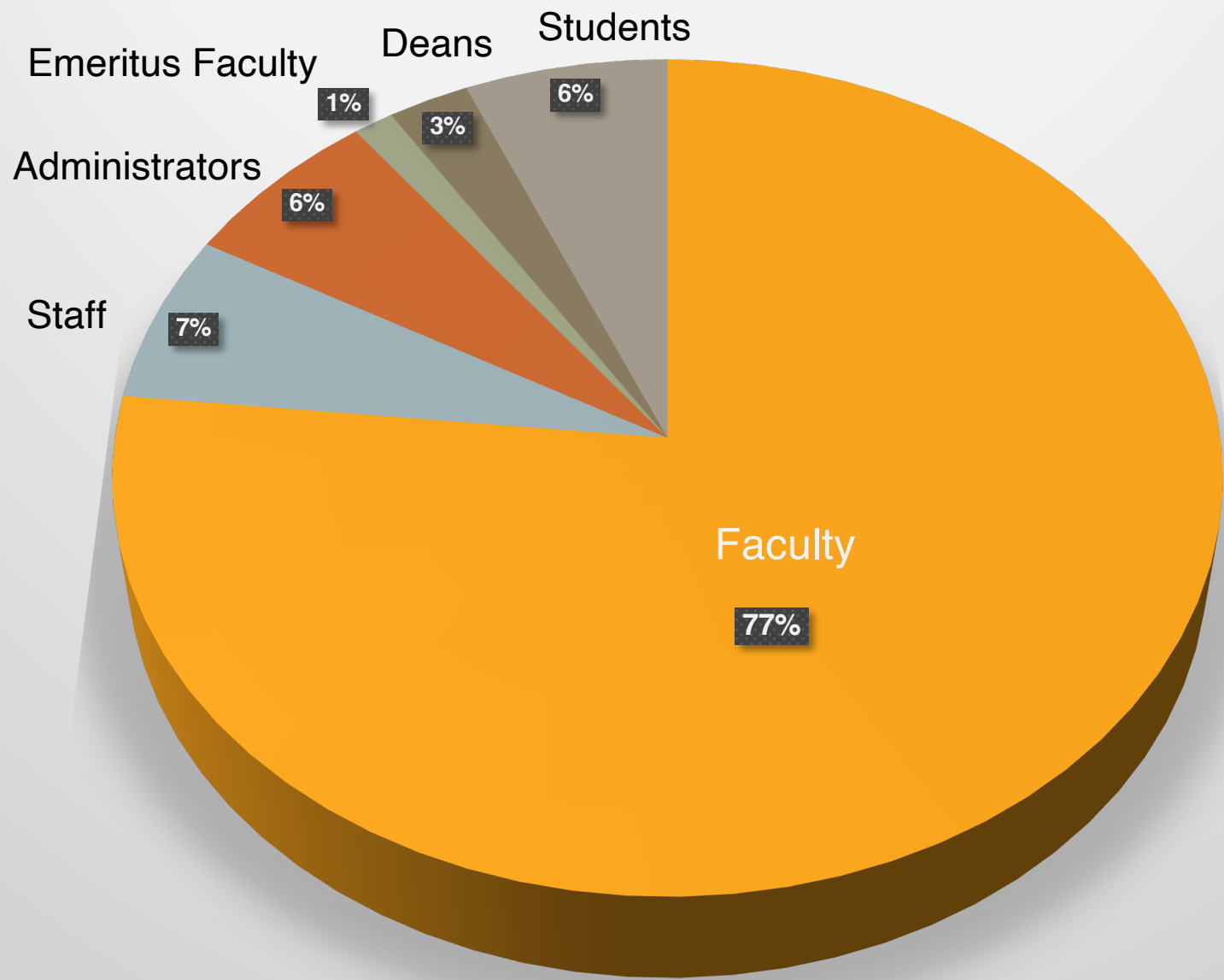
= Elected by Colleges

Each box hyperlinked

Updated July 2023

SENATE STRUCTURE & ROSTER

- 59 Faculty, including Librarians and Counseling and Psychological Services (CAPS) Psychologists
- 5 Staff Members: Including the Chair of Staff Council
- 5 Students: Elected by Associated Students, Inc. (ASI), plus the ASI president
- 1 Emeritus Faculty
- 2 Voting Deans
- 5 Voting Administrators: Provost, AVPs
- Nonvoting Members: Deans, Administrators (e.g., VPs), and 3 Statewide Senators



HOW IT WORKS--- SCENARIO #1

CREATING A NEW ACADEMIC PROGRAM

New Program Proposals

- Must be approved by Departments, Colleges, and the Vice Provost of Academic Programs

Forward to the AS Councils for Review

- Review by the Curriculum and Educational Policies Council (CEPC)
- Review by the University Resources Council (URC)

Forward to the Academic Senate for Review and Approval

- The proposed program must be reviewed and approved by the entire senate.

HOW IT WORKS--- SCENARIO #2

MAKING CHANGES TO A POLICY

Request to Open a Policy (by administrators, faculty, staff)

- The request will be reviewed by Academic Senate Executive Committee

Forward the Request to the Senate Councils for Review

- For example, Faculty Personnel Policies Council (FPPC) reviews and makes recommendation on policies related to academic personnel matters

Forward to the Academic Senate for Review and Approval

- All amended policies and regulations must be reviewed and approved by the entire senate.

THE ROLE OF THE EXECUTIVE COMMITTEE

- Works as a consultative body
- Helps the flow of information and presentation of policy issues
 - By discussing issues as they come up *before* they are referred to the Academic Senate
- Serves as the agenda-making body of the Academic Senate
- Organizes annual retreat and spring lectures
- Organizes officer elections

WHERE TO FIND MEETING MATERIALS

- Ann keeps the Academic Senate (AS) Agenda updated on the AS Website
- As dictated by the AS Rules and Regulations, we need to circulate the agenda at least five days before the meeting.
 - We do our best to circulate it one week in advance.

AS PARLIAMENTARY PROCEDURE

We follow **Robert's Rules of Order, Newly Revised**, as stipulated by AS Rules and Regulations.

a. **Motions:** need a second and a majority vote

- We start our meetings by moving the agenda and approving the agenda.
- After this, we move and approve the minutes from our last meeting.

b. **Amendments:** need a second and a majority vote

- This is important when we are revising policy, but we will also amend the agenda and minutes as needed.

MORE PARLIAMENTARY PROCEDURE!

These can be helpful when things get complicated:

- c. **Point of Order:** You can say this at any time if you want to understand if procedure is being followed appropriately.
- d. **Point of Clarification:** Ensure the understanding of what the speaker has said is correct, reducing misunderstanding
- e. **Call the Question:** Vote on the motion; if no objection, we just proceed to vote; if there is objection needs 2/3 majority

ENOUGH WITH THE PARLIAMENTARY PROCEDURE!

- It will most likely seem overly formal and a little overwhelming at first, but all of us are still learning.
 - We have a parliamentarian to help us when needed.
- Don't worry about being confused
 - Feel free to ask us questions before or after the meeting.

YOUR RESPONSIBILITIES AS A SENATOR

- Read the agenda
- Read minutes, supporting documents, and policies
- Work with your other college/unit senators
 - Inform your unit's members about items of interest beforehand and bring their comments to the senate
 - Example: Faculty Council Chair (if you're a faculty member)
 - This is why we have first and second readings!
- Make amendments to **online policy drafts** before the meetings
- Listen, debate, and contribute ideas collegially
- Report back on policies passed, etc. after meetings

NEXT WEEK'S AGENDA

- Consent Calendar
 - Nothing at this point. Stay tuned!
- Special Orders
 - Reports from CSULB President
 - CFA Co-President
- Curriculum
 - None
- Policies
 - Proposed revision of PS 09-10 Reappointment, Tenure and Promotion

FOLLOW US:

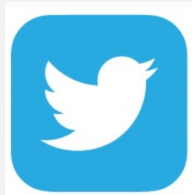
<http://www.csulb.edu/academic-senate>



CSULB Academic Senate



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QUESTIONS?

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