

CALIFORNIA STATE UNIVERSITY, EAST BAY

DESIGNATION CODE: 2010-11 BEC 4  
DATE SUBMITTED: January 25, 2011

TO: The Academic Senate  
FROM: Executive Committee of the Academic Senate  
SUBJECT: Proposed addition of First and Second Readings to the Standing Rules of the Academic Senate  
PURPOSE: Action by the Senate

ACTION

REQUESTED: That the Academic Senate adopt the highlighted additions of First and Second Readings, to be added to the Standing Rules of the Academic Senate for 2011-12

BACKGROUND

INFORMATION: At its meetings on October 19<sup>th</sup>, October 26<sup>th</sup>, November 2<sup>nd</sup>, and January 11<sup>th</sup>. ExCom discussed including First and Second Readings for Senate meetings. The rationale is that the First and Second Readings will provide more thorough discussions and careful amendments to documents before the Senate, as well as providing an interim period when representatives can receive and respond to feedback from colleagues. It was noted at ExCom that the Academic Senate CSU, CSU Long Beach and other CSUs use this process at their Senate meetings.

Link to Academic Senate CSU bylaws (see bylaw 6):

[http://www.calstate.edu/AcadSen/Records/About\\_the\\_Senate/bylaws.pdf](http://www.calstate.edu/AcadSen/Records/About_the_Senate/bylaws.pdf)

Link to CSU Long Beach policies:

[http://www.csulb.edu/divisions/aa/grad\\_undergrad/senate/governance/rules\\_regulations/](http://www.csulb.edu/divisions/aa/grad_undergrad/senate/governance/rules_regulations/)

The following language, approved by the Executive Committee at its meeting on January 25, is proposed to be added to the Standing Rules of the Academic Senate for academic year 2011-12.

**a) First and Second Readings**

- 4.7 First and Second Readings (for Senate meetings)
- a. Allows for communication with committees.
  - b. The first meeting of the Senate after the initial distribution of a document shall be considered as the First Reading, appearing on the Senate agenda for the first time.
  - c. If a document is placed on the agenda, but is not considered because of adjournment, it will be placed on the agenda of the next meeting without any change in its status.
  - d. Resolutions are not amended during the first reading.
  - e. Advice to the sponsoring committee(s) is appropriate during the first reading.
  - f. Referral back to the Executive Committee or the originating committee between First and Second Reading shall not prevent the item from becoming a Second Reading as originally scheduled when it returns to the Senate floor
  - g. The requirement for a first reading may be waived upon a 2/3 vote of the body and be considered a Second Reading.
    - Appropriate if time-sensitive
    - Limits campus feedback
    - Limits time for reflection and perfection

*The items currently numbered 4.7 and 4.8 will be renumbered.*