

CALIFORNIA STATE UNIVERSITY, EAST BAY

DESIGNATION CODE: 2010-11 BEC 7

DATE SUBMITTED: January 11, 2011

TO: The Academic Senate

FROM: Executive Committee of the Academic Senate

SUBJECT: Proposed addition of a Consent Calendar to the Standing Rules of the Academic Senate

PURPOSE Action by the Senate

ACTION

REQUESTED: That the Academic Senate adopt the highlighted additions of a Consent Calendar, to be added to the Standing Rules of the Academic Senate for 2011-12

BACKGROUND

INFORMATION: At its meetings on October 19th, October 26th, November 2nd and January 11th. ExCom discussed including a Consent Calendar for Senate meetings. A Consent Calendar is a mechanism for passing non-controversial documents, sometimes in bulk. The goal is to reduce the time that the Senate uses to move/pass each non-controversial item individually. With a Consent Calendar it takes the request of only one senator to move the item from the Consent Calendar on an agenda to a discussion item on the agenda. An item is listed on the Consent Calendar for two meetings. If there are no objections at either of the two meetings, then the item is automatically passed without discussion.

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

Link to CSU Long Beach policies:

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 25th, is proposed to be added to the Standing Rules of the Academic Senate for academic year 2011-12.

Consent Calendar

4.8 Consent Calendar (for Senate meetings)

- a. Recommendations/proposals may be placed on the Consent Calendar when perceived to be noncontroversial as determined by the Chair of the Academic Senate, with approval from the Executive Committee.
- b. Items placed on the Consent Calendar will remain for two consecutive Senate meetings.
- c. If there are no objections at either of the two meetings, the item is automatically passed.
- d. Any Senator may remove a recommendation from the consent calendar and place it on the agenda by verbal request at the time of approval of the agenda. It will then be considered as a first reading and placed on the agenda for discussion.
- e. The Consent Calendar will be provided as part of the Senate agenda.

The items currently numbered 4.7 and 4.8 will be renumbered.

Additional information regarding the Consent Calendar:

- The Consent Calendar will always be listed on the Senate agenda. If there are no current items, then NONE is placed under the listing.
- Consent calendar items will be marked FIRST READING and SECOND READING to indicate status.
- Questions about consent calendar items may be asked by Senators at Senate meetings, but items are not taken off the consent calendar unless specifically requested by a Senator during a first or second reading.

Consent Calendar Examples:

Non-controversial items such as

- Name change of program or department (deemed non-controversial by Senate Chair/ExCom)
- Minor or obvious word changes in a document or documents (e.g., CSUH to CSUEB) not otherwise being considered.
- Discontinuance of a policy or program (certificate, minor)
- GE course applications