

CALIFORNIA STATE UNIVERSITY, EAST BAY

DESIGNATION CODE: 10-11 BEC 13
DATE SUBMITTED: May 24, 2011

TO: The Academic Senate
FROM: Executive Committee of the Academic Senate
SUBJECT: Revision of the Standing Rules of the Academic Senate
PURPOSE: Action by the Senate

ACTION

REQUESTED: That the Academic Senate approve the proposed revision to the Standing Rules of the Academic Senate:

Revision of the Standing Rules of the Academic Senate (replacement of 5.4 and addition of sub-sections)

~~5.4 A summary of the actions of the Senate shall be provided on the Senate web page and a link sent to the Academic Senators, Administrative Officers, College Deans, Department Chairs, Pioneer, and to others upon special request.~~

5.4 Summaries of Actions:

- a. A Summary of Actions shall be provided to the President following each Executive Committee and Academic Senate meeting. His/her signature on the returned Summary provides a mechanism for the President to provide his/her acknowledgement and/or approval of the actions taken at the meeting.
- b. If the President does not accept the Academic Senate's recommendation(s), the item shall be struck from the Summary of Actions and the Senate Chair shall be so informed in writing, along with the reason for such action. The Senate Chair will refer both the document and the President's feedback/rationale back to the committee of origin.
- c. The Summaries of Actions of the Executive Committee and the Senate shall be provided on the Senate web page and a link sent to the Academic Senators, Administrative Officers, College Deans, Department Chairs, and to others upon special request

BACKGROUND

INFORMATION: At its meeting on May 24th, the Executive Committee discussed the issue of more clearly defining the current process whereby the Senate Office sends a Summary of Actions for both ExCom and Senate meetings to the President and the document is returned, signed by the President to acknowledge or approve these actions. It was brought up earlier in the year that there is no current procedure in place when an action of the Senate is NOT approved by the President. Even though these are rare occurrences, paragraph b. is needed as part of the procedure so that everyone knows what will happen if an action is not approved, which is that the document will be returned directly to the committee of origin by the Senate Chair, along with the President's rationale, so that the committee may be properly informed and, if appropriate, may take up possible revisions at future meetings.

The above revisions to the Standing Rules were approved by the Executive Committee at its meeting on May 24th. Examples of the Summaries can be found on the ExCom and Senate minutes pages on the web:

<http://www20.csueastbay.edu/faculty/senate/minutes.html>

<http://www20.csueastbay.edu/faculty/senate/committees/excom/minutes.html>