

## **Academic Senate: (i) Eligibility of candidates for President-elect & (ii) membership of the Senate Executive Committee:**

**excerpts from --- Policy 6-002:** The Academic Senate and Senate Committees: Structure, Functions, Procedures. Revision 33. Effective Date **February 12, 2019**

### **III. Policy \* \* \* \***

#### **C. Senate Officers.**

##### **1. Presiding Officer (Senate Presidency).**

###### **a. \_\_\_\_\_**

**(i) The President of the Senate will be elected annually by the Senate from the eligible members of the University Faculty.** The faculty member elected for this responsibility will serve as a Senate Presidential Officer for three years: the first year term as President-elect, the second year term as President, and the third year term as immediate past-President.

**(ii) The Senate Personnel and Elections Committee, after consultation with the Senate Executive Committee, will provide a slate of candidates eligible for the election. Eligibility shall be determined at the time of nomination and election, based on the following requirements and factors:**

**A. Must have held a Tenure-line or Career-line appointment at the University for at least five years with at least .50 FTE (Full Time Equivalent) status.**

**B. Must have a current appointment as a member of the University Faculty, either (1) as a Tenured member, or**

**(2) as a Career-line member with a current durational term of faculty appointment and a term of contract for employment of at least .75 FTE which both continue throughout the three year term of office.**

**C. Must not be serving as an appointed administrative officer of the University at or higher than the position of chairperson of an academic department (or equivalent position, as described in [Policy 6-001](#) Academic Units and Academic Governance);**

**D. Must have demonstrated prior participation in University level governance or service.**

**E. Must have demonstrated prior involvement in University instructional or educational activities.**

**(iii) The three Senate Presidential Officers shall be ineligible to serve as elected faculty members of the Senate with full voting privileges at any time during their three year terms of office. If any would otherwise hold a position as a voting faculty member of the Senate during the term of office, the college or area to be represented in the Senate by that position shall choose another eligible faculty member to fill that position, as a member of the Senate with full voting privileges during that period.**

**(iv) The three Senate Presidential Officers shall be considered ex officio members of both the Senate and the Senate Executive Committee, with rights of discussion.**

The past-President and President-elect shall have the rights of making motions, but not to vote. The President shall not have the right of making motions, and shall have only the limited right to vote to break a tie (as described in III-C-1-b-below).

- b.       
    - (i) Upon his or her own initiative, the President may, or upon the vote of at least two-thirds of the assembled voting members of the Senate, the President shall, with respect to a specific agenda item, relinquish the gavel to the immediate past-President if available (and if not available, then to the President-elect) to serve as president *pro-tempore* with respect to a specific agenda item. In the absence of the President for any Senate meeting or other presidential responsibility, the immediate past-President, or President-elect, shall serve as a president *pro tempore*, and in the absence of all three Presidential Officers, the Senate shall elect a faculty member eligible for election to the Senate presidency to serve as a president *pro tempore*. Similarly, in the absence of the President for all or part of a meeting of the Senate Executive Committee, the immediate past- President, President-elect, or another faculty member of the Committee elected by the Committee shall serve as president *pro-tempore*.
    - (ii) The President (or president *pro tempore*) shall be entitled to vote on matters before the Senate only where, after vote of the Senate, the President's vote will prevent an equal division of the Senate.
  - c. In interacting with the University administration, the University Board of Trustees, the State Board of Regents, and the larger community within and outside the University, **the Senate President shall act as the spokesperson of the Academic Senate and represent the interests of the Academic Senate and its constituencies in general, and the interests of faculty, in particular.**
  - d. In carrying out the responsibilities of the office, the President, past-President, and President-elect (and other Senate Officers) shall place the best interests of the University and the Academic Senate and its constituencies ahead of their own personal interests or the interests of the academic units with which they are affiliated.
  - e. The Senate President shall have a manual on Senate organization, operations, and basic Procedures prepared and distributed to all incoming Senate members.
2. Faculty Representative to the Board of Trustees
 

**The President of the Senate will serve as a faculty representative to the Board of Trustees. [See University [Policy 2-002](#), and Board of Regents [Policy R223](#).]**
  3. Secretary.
 

The secretary of the faculty [see [Policy 6-001](#)-III-B-3-c Members and Officers of the University Faculty] shall be ex officio the secretary of the Senate, but the presiding officer may appoint an assistant secretary at any time.
  4. Parliamentarian and Liaison to the Institutional Policy Committee
 

Subject to the approval of the Senate, the presiding officer shall appoint a Parliamentarian of the Senate to ensure proper observance of established parliamentary Procedures, and shall appoint a Liaison from the Senate to the

University's Institutional Policy Committee to facilitate in promulgation of University Regulations [per [Policy 1-001](#)]. If these appointees are not otherwise elected voting members of the Senate during their terms of appointment, then during their appointed terms they shall be ex officio members and shall have full rights of discussion and making motions but not the right to vote.

#### **D. Senate Committees.**

1. a. Establishment of standing committees of the Senate. \* \* \* \*

##### **b. Senate Executive Committee.**

The Academic Senate Executive Committee ("Senate Executive Committee"/ or "Executive Committee"/ "ASEC") is hereby established as a standing committee of the Academic Senate. The provisions described in [Parts III-D-3 and III-E] of this Policy as generally applicable for standing committees of the Senate apply for this Committee, except as otherwise specifically described here.

- i. Membership and Officers.
  - A. The membership of the Executive Committee with full voting rights consists of the following voting members of the Senate:
    1. **twelve persons representing its (Tenure-line or Career-line) faculty and voting dean members (elected annually to serve a one year term on the Committee, must be a voting member of the Senate during the term of service on the Committee, no restriction on re-election for consecutive terms).** At least ten of the twelve must be full-time faculty members, and not more than two may be from the same area of representation.
    2. **three student members** (Consisting of the ASUU president, one graduate and one undergraduate representative from the student Academic Senators, one of whom shall be the Student Senate Chair and the other of whom shall be selected by the Student Senate. The student members shall serve one-year terms dating from their installation as ASUU officers).
  - B. The President of the Senate shall serve as chairperson of the Committee (or if not available, second the immediate past- President, third the President-elect, or fourth the Executive Committee shall elect a president *pro tempore* as acting chairperson). The chairperson shall have the privileges of discussion, but not of making motions, and shall have the limited right to vote to prevent an equal division of the Committee.
  - C. The Committee also consists of the following ex officio, non-voting members with full rights of discussion and making motions: the University President, the senior vice president for academic affairs, the senior vice president for health sciences, or their designees; the President-elect; and the immediate past-President of the Senate, and

the Senate Parliamentarian and Senate Liaison to the Institutional Policy Committee.

- D. **The Committee shall ordinarily meet within two weeks after commencing its term** and elect a secretary from its elected or ex officio membership.
- E. **The Committee shall ordinarily meet approximately two weeks prior to the monthly meetings of the Senate**, and the chairperson may call meetings at any time and must call a meeting of the committee upon written petition of any three members of the committee within ten days of the date of the petition, or at such earlier time as is otherwise specified in the petition.
- F. **A quorum to conduct business shall consist of a majority of the twelve voting members representing the faculty and deans.**

ii. Functions. **It shall be the duty of the Executive Committee to:**

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**G. Act in behalf of the Senate on urgent matters which cannot wait for action by the Senate in regular sessions, and act on behalf of the Senate during vacation periods and the summer semester**, providing that a full report of such action is made to the Senate at its next regular meeting. Any substantive decisions shall be subject to reconsideration when they are presented to the Senate at this time.

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