

# Academic Senate California State University (ASCSU) Orientation

2020-21 Academic Year

Part 1

# **CSU GOVERNANCE**

# Governance Structure

- Board of Trustees (BOT)
  - Appointment of Chancellor and Presidents
  - Fiduciary responsibility and advocacy for the CSU
  - Establish system policies at a broad level
  
- Office of the Chancellor (CO)
  - Executive Orders
  - Coded Memoranda
  
- Campus Presidents

# Legal Authority

- ASCSU provides the means for the faculty to participate in the collegial form of governance, which is based on historic academic traditions and recognized by California law
  
- Title 5
  - Education code
  
- HEERA
  - Higher Education Employee-Employer Relations Act

# Purpose: Academic Senate CSU

- Provides the official voice of the faculty in matters of system-wide concern
- Promotes academic excellence
- Advances principles of academic freedom and freedom of inquiry
- Is the formal policy-recommending body on system-wide academic, professional, and academic personnel matters
- Serves as primary consultative body on academic implications of system-wide fiscal decisions

(Academic Senate CSU Constitution, Article 1, Section 1)

# Officers

- Executive Committee (*elected*)

- Chair
- Vice Chair
- Secretary
- At-Large Member
- At-Large Member
- Immediate Past Chair

Robert Keith Collins  
Darlene Yee-Melichar  
Beth Steffel  
David M. Speak  
Nola Bulter-Byrd  
Catherine Nelson

- Committee Chairs (*appointed*)

- Academic Affairs
- Academic Preparation & Education Programs
- Faculty Affairs
- Fiscal & Governmental Affairs
- General Education Advisory Committee

Susan Schlievert  
Susan Holl  
Thomas Norman  
Mark Hoven-Stohs  
Mark Van Selst

# Role of the Academic Senate CSU

- Offers advice on all issues regarding the operations of the system while respecting the principle of campus autonomy through
  - Resolutions
  - Academic Senate and CSU system-wide committee participation
  - Position and white papers
  - Direct communication with the administration
- Promotes two-way communication to/from campus senates

# Roles of Senators

- Participate as a member/leader of committees, task forces, boards, etc.
- Facilitate communication between Academic Senate CSU and other groups (campuses, Office of the Chancellor, other segments, state government, etc.)
- First year senators are expected to attend all ASCSU Plenary meetings. They do not receive assigned time from the ASCSU. Thus, are not appointed or expected to attend ASCSU standing committee, systemwide committee/task force meetings.
- Second and third year senators are expected to attend the ASCSU Plenary meetings, designated standing committee meetings, and designated system-wide committee/task force meetings. Second and third year senators **do** receive assigned time from the ASCSU.



# Standing Committees

- **Academic Affairs (AA)**
  - Curricular issues
  - Other academic issues (admissions, support, accreditation, etc.)
- **Academic Preparation & Education Programs (APEP)**
  - Academic preparation of students prior to matriculation within CSU
  - Programs in the CSU that provide for the professional development of school teachers, administrators, and counselors
- **Faculty Affairs (FA)**
  - Professional development
  - Retention, tenure, and promotion
- **Fiscal & Governmental Affairs (FGA)**
  - Legislation and associated lobbying
  - Budget and associated lobbying

Full listing of committee responsibilities included in Bylaw 4.d.

The standing committees – and the full senate – have listservs that include liaisons and others.

(Academic Senate CSU Bylaws, Bylaw 4: Committees and Specialists)

## Other Committees/Task Forces

- Accessible Technology Advisory (ATI) Committee
- Admission Advisory Council
- Commission on the Extended University
- Committee on Academic Technology and Online Technology (CATOE)
- General Education Advisory Committee (GEAC)
- Institute for Teaching and Learning (ITL) Board
- Intersegmental Curriculum Workgroup (SB 1440)
- System Budget Advisory Committee (SBAC)

Full list available:

<https://www2.calstate.edu/csu-system/faculty-staff/academic-senate/Pages/CSU-Systemwide-Committees.aspx>  
(Systemwide Committees/Task Forces)

# Plenary Meetings

- Reports/Speakers
  - Chair
  - Standing Committees
  - CSU Officers
  - CSSA (California State Student Association)
  - CFA (California Faculty Association)
  - CSU ERFSA (Emeritus and Retired Faculty & Staff Association)
  - CO Liaisons
  - Faculty Trustee
  - Other Trustees/Outside Speakers
- Resolutions
- Thursday Evening Social promotes informal discussions, information-sharing, relationship-building

Part 2

# **RESOLUTIONS AND PROCEDURAL RULES**

# Resolution Process

- Sponsorship
  - From Standing committee(s)
  - From Executive Committee
  - From the floor (rare)
- Introduction
  - Moved and seconded on “first reading” with description of rationale and purpose.
  - Questions/advice provided for the committee
  - Distributed to campuses for feedback
- Debate and refinement on “second reading”
- Disposition
- Communication

# First/Second Readings

- Allows for communication with campuses
- Resolutions are not amended during the first reading
- Advice to the sponsoring committee(s) is appropriate during the first reading
- The requirement for a first reading may be waived upon 2/3 vote of the body
  - Appropriate if time-sensitive
  - Limits campus feedback
  - Limits time for reflection and perfection

# Speaking to the Motion

- The Chair recognizes speakers in order
  - The Vice Chair maintains the speaker list
- 3 for/3 against convention for resolutions and amendments to avoid redundancy
- Speakers should declare their position on a motion (or offer their amendment) prior to presenting any arguments
- Visitors may be recognized by the Chair
- The Chair may rule on the relevancy of comments
- It is sometimes appropriate (although rare) for the Academic Senate CSU to resolve itself into a “committee of the whole” or to allow “informal consideration” to better facilitate sharing of information and viewpoints in a less constrained format that appropriate for processing resolutions

# Amending Resolutions

- Any senator may propose amendments to a resolution or its title (during its second reading)
- Motions to Amend, Divide, or Substitute in order
  - Amendments require a majority vote
- Rationales should not be amended on the floor. Advice should be given directly to chair(s) of the sponsoring committee(s)
- So-called “friendly” amendments are not “friendly” until deemed so by the body
- Provide text of amendments to the secretary, ideally prior to their introduction



# Limiting Debate

- 3 pro, 3 con convention
- “Call the Question”
  - If passed by a 2/3 vote, this motion requires an immediate vote on the issue on the floor. This motion is not debatable.
- “Move all Questions Before the House” (rare)
  - If passed by a 2/3 vote, this motion requires an immediate vote on all items previously moved and seconded but not yet disposed. This motion is not debatable.

# Disposition of Resolutions

- Approval (Unanimous, Without Dissent, Approved)
- Rejection (Withdrawn, Died)
- Referral to Committee for refinement
- Table pending reconsideration by the body
  - At the final meeting in May, unresolved resolutions die

# Communication of Resolutions

- Standard distribution (resolutions passed):
  - Senators and campus senates
  - A hardcopy resolution packet is sent to CO leadership
- Executive Committee and CO leadership discuss resolutions passed prior to Board of Trustees meetings
- Official CO response to ASCSU resolutions is received from the Executive Vice Chancellor and Chief Academic Officer
  - The CO response is reviewed by the ASCSU Executive Committee and/or the sponsoring committees

Part 3

# **STRUCTURE OF THE CHANCELLOR'S OFFICE**

# CSU Executive Administration

- Chancellor Timothy P. White
- Loren J. Blanchard, Executive Vice Chancellor - Academic & Student Affairs
- Steve Relyea, Executive Vice Chancellor and Chief Financial Officer - Business & Finance
- Andrew Jones, Executive Vice Chancellor and General Counsel
- Evelyn Nazario, Vice Chancellor - Human Resources
- Garrett P. Ashley, Vice Chancellor - University Relations and Advancement
- Vlad Marinescu, Interim Chief Audit Officer

# CSU Academic & Student Affairs Division

## Officers

- Executive Vice Chancellor - Academic & Student Affairs: **Loren J. Blanchard**
- Chief of Staff & Senior Advisor: **Nathan S. Evans**
- Director of Operations: **Lilian A. Audet**

## Department Leadership

- Associate Vice Chancellor, Student Affairs & Enrollment Management: **LuoLuo Hong**
- Associate Vice Chancellor, Academic Programs, Innovations & Faculty Development: **Alison Wrynn**
- Assistant Vice Chancellor, Student Success Initiatives, Research & Innovation: **Jeff Gold**
- Assistant Vice Chancellor, Educator Preparation and Public School Programs: **Marquita Grenot-Scheyer**
- Assistant Vice Chancellor/Senior Strategist, Academic Success and Inclusive Excellence: **James T. Minor**
- Assistant Vice Chancellor, Research: **Ganesh Raman**
- Assistant Vice Chancellor, Institutional Research & Analysis: **Edward Sullivan**
- Assistant Vice Chancellor, International Programs, Summer Arts & ASCSU Relations: **Leo Van Cleve**
- Assistant Vice Chancellor and Dean PaCE: **Sheila Thomas**
- Senior Director, Academic Technology Services: **Leslie Kennedy**

## **Advocacy & State Relations (915 L Street, Sacramento Office)**

- Nichole Munoz-Murillo
  - Assistant Vice Chancellor
- Erik Bakke
  - Director, State Relations
- Maggie White
  - Associate Legislative Advocate

### **Offsite Meetings**

- Meetings are often held at LAX or SFO airport hotels

# Know Your Way around the “CO”

- If driving, park in the Catalina Landing enclosed parking structure. Parking validation stickers are available at the security desk in the front lobby
- Plenary Sessions convene in the Dumke Auditorium
  - *Note: food and beverages are **NOT** allowed in the auditorium*
- Each seat in the Dumke has Ethernet plug-in. Blue Ethernet cords are available in a basket next to the name tents (CSU tablecloth draped table in the back). Wireless is also available.
  - *Use Ethernet whenever possible. The wireless network can be overloaded if there are too many connections.*
- The Academic Senate CSU Office is room 243 (2<sup>nd</sup> floor)
- Conference room 221 (2<sup>nd</sup> floor) is used for Executive Committee meetings
- Conference rooms for Standing Committee meetings, are assigned depending on availability. Please refer to the sign on the ASCSU office door for Committee room assignments. Staff try to keep as many on the first floor as possible.
- Lunch room **during plenary** meetings is generally the Wallace room unless otherwise indicated on the ASCSU office door sign. During Committee meetings, lunch should be taken back to your assigned conference room.
- There is limited use of the 1<sup>st</sup> floor kitchen for social preparation. Please see office staff for the kitchen access key card.



Part 4

# **ADDITIONAL IMPORTANT ASCSU INFORMATION**

## Academic Senate CSU Website

<https://www2.calstate.edu/csu-system/faculty-staff/academic-senate/Pages/>

# Academic Senate CSU Staff

- Tracy Butler, Director
  - Executive Assistant to the Chair
  - Support for the Executive Committee
  - Manages office and supervises staff
  - Budget
- Reem Osman, Administrative support
  - Plenary and meeting support
  - General administrative support for the Academic Senate CSU and the Director
  - Academic Senate CSU communications

# Assigned Time

- Members of standing committees (2020/21): 6 semester units or 9 quarter units per academic year
  - Members of standing committees are also expected to serve in other capacities
- Standing committee chairs (2020/21): 12 semester units or 18 quarter units per academic year
  - Committee chairs meet regularly with the Executive Committee
- Executive Committee members (2020/21): 12 semester units or 18 quarter units per academic year
  - Executive Committee members meet during the Academic Year and the summer
- Chair, Academic Senate CSU
  - The Chair is on call full-time
- Campuses are allocated funds to cover assigned time

**CSU** The California State University