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CONSTITUTION OF THE FACULTY SENATE
OF OHLONE COLLEGE

ARTICLE I. Statement of Purpose

In order that the faculty may participate effectively in the formation of district educational and professional policies and in the selection of major administrative personnel and faculty for the Fremont-Newark Community College District, the Ohlone College Faculty Senate (an organization formed in accordance with Section 131.6 of Title 5 of the California Administrative Code) shall make recommendations to the College Administrators and/or the Fremont-Newark District Board of Trustees on matters of educational and professional significance pertinent to the College and/or the District.

ARTICLE II. Composition of the Senate

- A. The electorate shall include all certificated personnel who teach eight or more hours (lecture) and whose primary responsibilities for the College do not require an administrative or supervising credential.
- B. All members of the electorate shall be members of the Senate and all members shall have the right to speak at any Senate meeting. Voting rights at Senate meetings shall be limited to a 15 member Governing Council.
- C. The Senate may meet but shall not act without a quorum consisting of a simple majority of the Governing Council. Meetings will be announced at least 72 hours in advance.

ARTICLE III. Functions of the Senate

- A. The Ohlone College Faculty Senate shall be a deliberative as well as a coordinating body.
- B. Matters of educational and professional significance may be brought before the Senate in the following ways:
 - 1. From an individual faculty member on the floor of the Senate during the time provided for such actions.
 - 2. From a committee chairperson or his/her representative in response to the will of the committee which he/she chairs.
 - 3. From the College Administrators either indirectly through the President of the Senate or directly by invitation of the Senate.

49 4. From the Board of Trustees either indirectly through the President of the
50 Senate or directly by invitation of the Senate.

51
52 C. Except as provided in Section B, Paragraph 1, all business coming before the
53 Senate must be on an agenda published and released to (the) Senate (members)
54 at least 72 hours prior to the scheduled meeting of the Senate.

55
56 1. An individual member of the faculty will prepare for inclusion in the
57 agenda a brief statement of the resolution, problem or question to be
58 deliberated.

59
60 2. When making committee reports, the committee chairperson or his/her
61 representative will give to the Secretary of the Senate a typed copy of the
62 committee report when representing the committee. Or if representing
63 him/herself, he/she will conform to the regulation in Section C,
64 Paragraph 1.

65
66 3. Administrators and Board Members must have in the agenda a statement
67 of the resolution and/or problem to be delivered if the presentation is to
68 be made in person or a separate precis must be submitted as an
69 addendum to the agenda if the issue is presented by the President of the
70 Senate on behalf of Administrators or Board Members.

71
72 As soon as practicable, recommendations voted in the Senate shall be
73 published and distributed to the College Administrators, the Board of
74 trustees, and all Senate members.

75
76 ARTICLE IV. Governing Council and Officers: Selection and Terms

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78 A. The officers of the Faculty Senate Governing Council shall consist of a
79 President, Vice-president, President Elect, Secretary, Treasurer,
80 Representative to Staff, Representative to ASCCC, Representative to CCLC, and
81 Chairperson of the Committee on Committees.

82
83 B. Terms of Office

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85 1. For the 1993-94 elections, Division Representatives will be voted in for a
86 one year term, Building Representatives will be voted in for a two year
87 term. Thereafter the terms of office shall be two (2) years for each
88 representative and will be staggered to provide continuity from year to
89 year.

90
91 2. The Governing Council shall meet within ten school days after their
92 election and shall, from their own ranks, via nomination and secret
93 ballot elect among themselves the following officers: Secretary, Treasurer,
94 Representative to ASCCC, Representative to CCLC, Chairperson of the
95 Committee on Committees.

- 96 3. A vacancy in any of these offices shall be filled by nomination and
 97 election by the Governing Council from the ranks of the Governing
 98 Council.
 99
- 100 4. The Governing Council shall meet during the first week in May and
 101 nominate and elect, by secret ballot, one of their number to serve the
 102 following year as an at-large representative to the next Governing
 103 Council.
 104

105 ARTICLE V. Committees: Structure and Functions
 106

- 107 A. Committees of the Faculty Senate shall be established to investigate issues in
 108 their designated areas and recommend actions on these issues to the Senate
 109 only.
 110
- 111 B. Each committee, when it is formed, shall choose a chairperson from its own
 112 ranks by majority vote.
 113
- 114 C. Under normal circumstances, committees will study and report on issues
 115 before the Senate acts upon them.
 116
- 117 D. Issues shall be presented to committees by the President of the Senate, or by
 118 acceptance by the appropriate committee when one-fourth of the members of
 119 the committee approve, or by action of the Senate.
 120
- 121 E. Committees shall investigate the issues before them and report their findings
 122 to the Senate with all due dispatch.
 123
- 124 F. When a committee is prepared to make a report to the Senate, the President
 125 shall be obliged to include the committee report on the earliest possible Senate
 126 meeting agenda.
 127
- 128 G. A committee report shall include both majority and minority opinions and it
 129 shall be reproduced and issued to all Senate members as early as possible
 130 before the meeting at which it is to be presented.
 131
- 132 H. Committee reports shall be presented to the Senate by the chairperson of the
 133 reporting committee or by any person or persons the chairperson designates.
 134
- 135 I. The chairperson of the Committee on Committees shall assist the President in
 136 organizing and staffing committees needed to carry on the work of the Senate.
 137

138 The chairperson of the Committee on Committees shall serve as chairperson
 139 of the nominating committee. The nominating committee shall consist of no
 140 less than three (3) nor more than five (5) members, one of whom shall be the
 141 chairperson of the Committee on Committees, and who shall chair the
 142 nominating committee. The membership of the nominating committee shall
 143 be appointed by the President of the Senate.

144 ARTICLE VI. The Amending Process

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146 A. This constitution may be amended on a motion of any member of the Faculty
147 Senate through a member of the Governing Council provided that the majority
148 (50% + 1) of the entire electorate ratify the proposal by secret ballot. A
149 member of the Governing Council may not refuse a Senate member's request to
150 present a constitutional amendment.

151

152 B. The amending process may be initiated at any Faculty Senate meeting,
153 including a special Senate meeting which shall be called for the purpose of
154 initiating amendments at the request of any three (3) members of the
155 Governing Council or any five (5) non-Council Senate members.

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157 C. All proposed amendments must be presented in written form to all Senate
158 members five (5) teaching days before a vote can be taken.

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161 ARTICLE VII. Recall of Officers

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163 A. Any Senate member may initiate a recall hearing involving any council
164 member at any meeting of the Faculty Senate providing that a majority of the
165 Governing Council present concur.

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167 B. A Senate meeting shall then be called for the purpose of hearing the charges
168 and the defense against the charges. The officer charged shall determine the
169 specific date of this meeting which shall take place not less than one week
170 nor more than two weeks subsequent to the initial proposal.

171

172 C. The recall election shall be held within three (3) days of the hearing by secret
173 ballot. A building or division representative to the Governing Council may be
174 recalled by a two-thirds vote of the Senate members of his/her building; an
175 at-large representative of the Governing Council may be recalled by a two-
176 thirds vote of the total Senate membership.

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179 ARTICLE VIII. Procedures

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181 Section 1. By-Laws:

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183 The Ohlone College Faculty Senate Governing Council may adopt By-Laws to
184 establish rules or procedure(s) and other provisions for implementing the
185 intent and purposes of this Constitution.

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187 Section 2. Rules of Order:
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189 Unless otherwise provided for in this Constitution or in the By-Laws, the
190 rules contained in Robert's Rules of Order Revised shall govern the
191 proceedings and the conduct of the meetings of the Academic Senate and its
192 committees.
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195 ARTICLE IX. Ratification
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197 Section 1. Procedure:
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199 This Constitution shall become operative when ratified by a majority of (the)
200 Ohlone College Faculty Senate Membership.