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 Ohlone Community College District, the Ohlone College Faculty Senate (an organization formed in accordance with Sections § 53200 and § 53201 of Title 5 of the California Code of Regulations) shall make recommendations through a process of collegial consultation with the College Administrators and/or the Ohlone Community College District Board of Trustees on matters of academic and professional significance pertinent to the College and/or the District. "Academic and professional matters" means the following policy development and implementation matters, also known as "10+1":

1. Curriculum, including establishing prerequisites and placing courses within disciplines
2. Degree and certificate requirements
3. Grading policies
4. Educational program development
5. Standards or policies regarding student preparation and success
6. District and college governance structures, as related to faculty roles
7. Faculty roles and involvement in accreditation processes, including self-study and annual reports
8. Policies for faculty professional development activities
9. Processes for program review
10. Processes for institutional planning and budget development, and "+1" Other academic and professional matters as mutually agreed upon between the governing board and the academic senate. "Consult collegially" means that the district governing board shall develop policies on academic and professional matters through either or both of the following methods, according to its own discretion:

Relying primarily upon the advice and judgment of the Faculty Senate; or

That the district governing board, or such representatives as it may designate, and the representatives of the Faculty Senate shall have the obligation to reach mutual agreement by written resolution, regulation or policy of the governing board effectuating such recommendations.

ARTICLE II. Composition of the Senate

A. The electorate shall include all full-time faculty who are not Ohlone College Administrators as well as those part-time faculty 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 the 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 committee representative in response to the will of the committee.

3. From the College Administrators either indirectly through the President of the Senate or directly by invitation of the Senate.

4. From the Associated Students of Ohlone College (ASOC) either indirectly through the President of the Senate or directly by invitation of the Senate.

5. From the Staff either indirectly through the President of the Senate or directly by invitation of the Senate.

6. From the Board of Trustees either indirectly through the President of the Senate or directly by invitation of the Senate.

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

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

2. When making committee reports, the committee chairperson or their representative will give to the Secretary of the Senate a copy of any committee report or resolution when representing the committee. Or if representing their own perspective, they will conform to the regulation in Section C, Paragraph 1.

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

4. As soon as practicable, recommendations voted in the Senate shall be published and distributed to the College President, the Board of Trustees, and all Senate members.

ARTICLE IV. Governing Council and Officers

A. The officers of the Faculty Senate Governing Council shall consist of a President, Vice-president, Secretary, Treasurer, and Parliamentarian.

B. The roles, terms of office, and selection process of officers will be maintained through the By-Laws of
the Faculty Senate.

C. Membership and composition of the Governing Council will be defined in the Faculty Senate By-Laws.

ARTICLE V. Committees: Structure and Functions

A. Committees of the Faculty Senate shall be established to investigate issues in their designated areas and recommend actions on these issues to the Senate only.

B. Each committee, when it is formed, shall choose a chairperson from its own ranks by majority vote and develop By-Laws for committee governance. The chair-elect and By-Laws will be approved by the Governing Council.

C. Under normal circumstances, committees will study and report on issues before the Senate acts upon them.

D. Issues shall be presented to committees by the President of the Senate, or by acceptance by the appropriate committee when one-fourth of the members of the committee approve, or by action of the Senate.

E. Committees shall investigate the issues before them and report their findings to the Senate with all due dispatch.

F. When a committee is prepared to make a report to the Senate, the President shall be obliged to include any written committee reports or materials on the earliest possible Senate meeting agenda.

G. Any committee report shall include both majority and minority opinions and it shall be reproduced and issued to all Senate members as early as possible before the meeting at which it is to be presented.

H. Committee reports shall be presented to the Senate by the chairperson of the reporting committee or by any person or persons the chairperson designates.

I. The Governing Council may establish policies to support and govern committee composition, leadership, and activities.

J. The Vice-President shall assist the President in organizing and staffing committees needed to carry on the work of the Senate.

ARTICLE VI. The Amending Process

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

B. The amending process may be initiated at any Faculty Senate meeting, including a special Senate meeting which shall be called for the purpose of initiating amendments at the request of any three (3) members of the Governing Council or any five (5) non-Council Senate members.
C. All proposed amendments must be presented in written form to all Senate members at least one week before a vote can be taken.

ARTICLE VII. Recall of Officers

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

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

C. The recall election shall be held within three (3) days of the hearing by secret ballot. A member of the Governing Council may be recalled by a two-thirds vote of the total Senate membership.

ARTICLE VIII. Procedures

Section 1. By-Laws:

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

Section 2. Rules of Order:

Unless otherwise provided for in this Constitution or in the By-Laws, the rules contained in Robert's Rules of Order Revised shall govern the proceedings and the conduct of the meetings of the Academic Senate and its committees.

ARTICLE IX. Ratification

Section 1. Procedure:

This Constitution shall become operative when ratified by a majority of (the) Ohlone College Faculty Senate Membership.