

LAS POSITAS COLLEGE ACADEMIC SENATE Constitution

REVISED MAY 23, 2024

PREAMBLE

We, the faculty of Las Positas College, in order to establish a formal and effective procedure for participating in the formation of district and college policies on academic and professional matters, adopt this Constitution.

ARTICLE I – NAME

This organization shall be known as the Las Positas College Academic Senate.

ARTICLE II – PURPOSE, SCOPE, POWERS

Section 1: Definition

All powers and responsibilities referred shall be vested in the faculty acting through the Academic Senate (Senate hereafter). The Senate is defined as the elected members and officers who attend Senate meetings.

Section 2: Function and Powers

The primary function of the Senate is to represent the faculty in making recommendations to the administration and to the Board of Trustees in academic and professional matters. These include, but are not limited to, the following:

- a. The Senate has the power to:
 - i. Appoint faculty members to serve on committees.
 - ii. Consult with the Board of Trustees regarding powers delegated by the Board of Trustees to the Senate.
- b. The Board of Trustees shall rely primarily upon the advice and judgement of the Senate regarding:
 - i. Curriculum, including establishing prerequisites.
 - ii. Degree and certificate requirements.
 - iii. Grading policies.
 - iv. Faculty roles and involvement in accreditation processes.
 - v. Waiver of minimum qualifications and equivalency procedures.
 - vi. Administrative retreat rights.

- c. The Board of Trustees or its designees and the Senate shall reach mutual agreement by written resolution, regulation or policy of the governing board effectuating such recommendations regarding:
 - i. Educational program development.
 - ii. Standards or policies regarding student preparation and success.
 - iii. College governance structures, as related to faculty roles.
 - iv. Policies for faculty professional development activities.
 - v. Processes for program review.
 - vi. Processes for institutional planning and budget development.
 - vii. Hiring criteria, policies and procedures for new faculty.
 - viii. Other academic and professional matters as mutually agreed upon.

Section 5: Actions

Senate action shall become effective within seven calendar days after its publication and distribution except for the following cases:

- 1.
 - a. The Senate decides by a majority vote of their quorum that action must be submitted to a vote of the faculty for approval.

OR

- b. A petition for a faculty referendum vote signed by ten percent of the full-time (contract or regular) faculty is submitted to the Senate within ten calendar days.
 - i. The referendum shall be submitted to the faculty within fifteen calendar days.
 - ii. For passage, a referendum shall require a majority of the votes cast in the referendum.
 - iii. For the purposes of referenda, only part-time faculty who are currently teaching or taught in the previous semester, summer session, or winter intersession are eligible to vote.

Section 6: The Academic Senate Year

The Academic Senate Year shall be July 1 through June 30.

ARTICLE III - MEMBERSHIP

Section 1: Qualifications for the Senate

- a. Qualifications for membership in the Senate shall be the same as those defined for full-time (contract and regular) and part-time faculty.
- b. A faculty member shall be deemed ineligible to serve in the Senate if that person is appointed to a position defined as “management” as defined by the contract.

Section 2: Membership and Voting in the Senate

- a. Senate representation shall be determined by a ratio formula as decided by the Academic Senate at the beginning of each Academic Year. Currently the ratio formula shall be 10:1 using the number of full time employed faculty (including those on leaves and sabbaticals). The number of senators will be rounded to the nearest multiple of ten. The same ratio will be across over Divisions. All Divisions are entitled to no fewer than 2 representatives
- b. Each Division shall be entitled to a minimum of two full-time (contract or regular) faculty representatives.
- c. It is recommended that senators be selected from more than one curricular group or support service group within each division.
- d. There can be up to two representatives and one alternate from the part-time faculty (part-time representatives shall each have a full vote).
- e. There may be an honorary, non-voting representative from the Las Positas College Student Senate.
- f. There may be an honorary, non-voting representative from the Las Positas College Classified Senate.

Section 4: Terms of Office – Senators

- a. Senators shall serve for a minimum of one year, with a maximum of three consecutive years, unless the Division votes to extend their term as outlined in b., below.
- b. A Senator may be elected to a new term where term limits are exceeded providing that the electing body, with full knowledge that term limits will be exceeded, confirms by a two-thirds vote to elect the Senator.
- c. A Senator may be elected to a Senate office (President, President-Elect OR Past-President, Secretary or Treasurer) in any of their three year terms, thus extending their term.
- d. If a Senator resigns during a term of office, a new Senator shall be elected by the same procedures outlined in Article III, Section 3.

ARTICLE IV – OFFICERS

Section 1: Officers

The Officers of the Senate shall be:

- a. The President
- b. The Vice President
- c. The Secretary
- d. The Treasurer

Section 2: Eligibility for Office

- a. All Officers of the Senate shall be full-time faculty (contract or regular).

- b. No faculty member serving as President of the faculty bargaining unit shall be eligible for the office of Senate President.
- c. To be eligible for the office of Senate President or President-Elect, the candidate must be tenured faculty.

Section 3: Terms of Office – Senate Officers

- a. Elections for the office of President will be held every other year. In year one, the person so elected shall serve as the President-Elect. In years two and three, said person shall serve as the President of the Senate. In year four, said person shall serve as Past-President.
- b. The president can run for another term after being Past-President.
- c. If the position of President-Elect is unfilled, the sitting President may serve one (1) additional year and appoint a Vice President, whose responsibilities include Sub-sections 3-7 AND finding a candidate for President-Elect.
- d. The initial term of office for the Secretary and Treasurer shall be one year, with the possibility of reelection for two one-year terms. If any of these offices is then

ARTICLE V – MEETINGS

Section 1: Academic Senate Meetings

- a. The Senate shall meet on the 2nd and 4th Wednesdays of each month from August through May, as the academic calendar allows.
- b. Actions of the Senate shall be approved by a majority of the Senate voting at that meeting.

ARTICLE VI – AMENDMENTS

Section 1: Proposed Constitutional Amendments

Amendments may be proposed in the following ways:

- a. By a majority vote of the members of the Senate in a regular meeting.

OR

- b. By a petition signed by ten percent of the full-time (contract or regular) faculty.

Section 2: Ratification of Amendments

- a. Shall be by a secret ballot of the entire full-time (contract or regular) and part-time faculty.
- b. This ballot shall require a vote of sixty percent of the full-time (contract or regular) faculty and part-time faculty.
- c. Only part-time faculty who are currently teaching or taught in the previous semester, summer session, or winter intersession are eligible to vote.

Section 3: Non-policy Revisions of the Constitution

a. Constitutional revisions regarding language and/or procedures, that do not affect standing constitutional policies, may be enacted by a majority vote of all Senate members after appropriate announcement.

b. Announcement and voting on these revisions shall follow the Brown Act. Las Positas College

Academic Senate Constitution approved by faculty vote: October 24, 1989

Revisions to the Las Positas College Academic Senate Constitution approved by faculty vote: November 9, 1990 January 28, 1991 March 29, 1995 March 30, 1996 March 9, 2000 March 14, 2001 April 9, 2003 May 13, 2009 March 13, 2019 April 14, 2021 May 23 2025