

PART I – CONSTITUTION

ARTICLE I - LEGAL BASIS FOR AN ACADEMIC SENATE

SECTION 1 – Title 5

The Academic Senate of Woodland Community College is established so that the faculty may have a formal and effective process for participating in the formation of district policies relative to academic and professional matters as set forth in Title 5 (sections 53200-53206) of the California Code of Regulations.

SECTION 2 – Powers Vested in the Faculty

All powers and responsibilities herein granted shall be vested in the faculty acting through the Academic Senate.

ARTICLE II – PURPOSE

SECTION 1 – Academic Senate Purpose

The Academic Senate, in accordance with Title 5 of the California Code of Regulations, shall be the recognized representative of the faculty to the administration of Woodland Community College and to the governing board of the Yuba Community College District in matters concerning academic and professional issues. The Academic Senate shall participate in the formation and revision of district policies and procedures in all matters of an academic and professional nature, as delineated in the Academic Senate Constitution, Article II, Section 2.

The purpose of the Academic Senate shall be to:

- Promote the general welfare of Woodland Community College and its faculty;
- Work toward the development and improvement of professional standards;
- Provide a venue for addressing issues of an academic or professional nature affecting Woodland Community College and its faculty;
- Provide for continuous improvement in communication, awareness, and understanding among the college and district community;
- Represent the Woodland Community College faculty in making recommendations to the administration and the Yuba Community College District Board of Trustees with respect to academic and professional matters (YCCD BP 2510 “Participation in Local Decision Making”); and
- Participate in the formation and revision of college and district policies and procedures in all academic and professional matters (California Education Code, Sections 70900-70920, California Code of Regulations, Title 5: Sections 53200-53206).

SECTION 2 –Academic and Professional Matters (the “10+1”)

Academic and professional matters (the “10+1”) are defined in the California Code of Regulations, Title 5 (Section 53200c). Procedures to implement this section have been developed collegially between the Yuba Community College District Board of Trustees and the Academic Senate (YCCD BP 2510, “Participation in Local Decision Making”).

The Academic Senate shall have *primary responsibility*, as defined in the Academic Senate Constitution, (Article II, Section 3A), for the following academic and professional matters (items 1–3 in the “10+1”):

1. Curriculum, including establishing prerequisites and placing courses within disciplines
2. Degree and certificate requirements
3. Grading policies

The following items shall require *mutual agreement*, as defined in the Academic Senate Constitution, (Article II, Section 3B), between the Academic Senate and the Board of Trustees or its designees (items 4–11 in the “10+1”):

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
11. (the “plus one”) Other academic and professional matters as are mutually agreed upon between the Board of Trustees and the Academic Senate.

SECTION 3 –Primary Responsibility and Mutual Agreement

- A. “Primary responsibility” indicates that the recommendations of the Academic Senate shall normally be accepted. Only in exceptional circumstances and for compelling reasons shall the Academic Senate’s recommendations not be accepted; if a recommendation is not accepted, the Board of Trustees or its designee, upon the request of the Academic Senate, shall promptly communicate its reasons in writing to the Academic Senate.
- B. “Mutually agree” indicates that implementing or revising policies requires mutual agreement between the Woodland Community College Academic Senate and the Board of Trustees (for college issues) or mutual agreement among the Yuba College and Woodland Community College Academic Senates and the Board of Trustees (for district

issues). When mutual agreement cannot be reached, existing policy shall remain in effect unless continuing with such policy exposes the District to legal liability or causes substantial fiscal hardship. In cases where there is no existing policy, or in cases where exposure to legal liability or substantial fiscal hardship requires existing policy to be changed, the Board may act, after a good faith effort to reach agreement, only for compelling legal, fiscal, or organizational reasons. In such cases, the final determination and rationale will be communicated to the Academic Senate in writing.

SECTION 4 – Recommendations to the YCCD Board

The Academic Senate shall present its written / oral views and recommendations to the YCCD Board of Trustees through regularly established channels. The Academic Senate, after consultation with the Administration, may present its view directly to the Board of Trustees. The Board of Trustees shall consider such views and recommendations. (California Code of Regulations, Title 5: Sections 53200-53206)

ARTICLE III – ACADEMIC SENATE MEMBERSHIP

SECTION 1 – Senate Membership and Composition

The academic senate shall be composed of the elected President of the senate, seven additional full- time faculty members, two part-time faculty members (elected to staggered three year terms), and the Past-President of the senate (when seated). All Academic Senate members must retain their faculty status at Woodland Community College to continue in office. Senator terms are three years and staggered as delineated in the Bylaws, Article II, Section 10).

SECTION 2 – Areas of Representation

Academic Senate Areas of Representation are defined in the Academic Senate Bylaws, Article II, Section 6A.

SECTION 3–Eligibility

- A. Membership in the Academic Senate shall consist of faculty, as defined in the Academic Senate Constitution, Article III, Section 3B, employed by the Yuba Community College District and assigned to Woodland Community College or its centers.
- B. “Faculty” means those employees of a community college who are employed in positions that are not designated as supervisory or management for the purpose of Section 3540 of the California Government Code, and for which minimum qualifications for hire have been specified in the regulations of the Board of Governors, adopted pursuant to Section 87356 (a) of the California Education Code.

Faculty include, but are not limited to, instructors, librarians, counselors, community college health services professionals, disabled student programs and services professionals, and individuals employed to perform a service that, before July, 1, 1990, required non-supervisory, non-management certifications qualifications.

- C. A part-time faculty member is eligible for membership only if currently employed by the district or if that person has a “return right” in the following semester.
- D. Persons who do not meet the definition of “faculty” in the Academic Senate Constitution, Article III, Section 3B, are not eligible for membership in the Academic Senate.
- E. If a member of the Academic Senate becomes ineligible for membership, that person will no longer continue to be a member of the Academic Senate, and the vacancy shall be filled as provided in the Academic Senate Bylaws, Article III.

ARTICLE IV - OFFICERS

SECTION 1 – Academic Senate Officers & Executive Committee

The Academic Senate officers shall consist of the following: President, Vice-President, Secretary and Past-President (when seated). These officers shall comprise the Senate Executive committee, whose primary function is to expedite the work of the Academic Senate.

Only full-time faculty members are eligible for the offices of President and Vice-President.

The officers’ duties, terms, and election procedures are set forth in the Academic Senate Bylaws (Articles I & II).

ARTICLE V - MEETINGS

Section 1 – Ralph M. Brown Act

All Senate meetings shall be conducted in accordance with the Ralph M. Brown Act (California Government Code 54950 et seq.).

Section 2 – Regular Meetings

The Academic Senate shall hold regular meetings as provided in the Academic Senate Bylaws, Article IV, Section 1.

Section 3 – Special Meetings

Special meetings may be called by the Academic Senate President, as provided in the Academic Senate Bylaws, Article IV, Section 2.

Section 4 – Closed Sessions

Closed sessions are exceedingly rare, and shall be conducted in accordance with Section 54956.7 (Closed Session) of the California Government Code (Brown Act).

SECTION-5 –Quorum

A simple majority of the Academic Senate shall constitute a quorum, which shall be sufficient to transact business.

SECTION 6– Meeting Minutes

The academic senate shall keep minutes of all its meetings and publish the proceedings of each meeting. The Academic Senate shall make the approved minutes available to the public.

ARTICLE VI – COMMITTEES

Section 1 - Committees

The academic senate may create and maintain committees and authorize such to perform any duty within the scope of the senate's authority.

Section 2 – Committees of the Senate

The standing committees of the Academic Senate shall be defined in the Bylaws, Article V.

Section 3 – Committee Appointments

The Academic Senate shall appoint faculty to all college and district committees which require Woodland Community College faculty participation, except those positions assigned to the Faculty Association through collective bargaining.

Section 4 – Committee Training

The Academic Senate shall make certain that faculty appointed to its committees receive adequate training in order to effectively represent the Academic Senate.

Section 5 – Committee Reports

The Academic Senate may request reports from committee chairs, as needed.

ARTICLE VII - AMENDMENTS

Section 1 – Amendments

The academic senate and/or members of the Woodland Community College faculty may propose amendments to the Woodland Community College Academic Senate Constitution (Bylaws Article VI, Section 1) and may propose amendments to the Academic Senate Bylaws (Bylaws Article VI, Section 2).

Revision history
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