This is a draft of the By-laws pertaining to Senate Membership, based on 2017-18 and 2018-19 Senate Membership Workgroups, as well as Fall 2018 Senate Council meetings.

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ARTICLE VI – THE ACADEMIC SENATE COUNCIL

Section C: Academic Senate Council Department Representatives

1. Basis of representation

Representation shall be based upon the following:

1. One representative for each academic “department” or faculty service area as administratively defined. Each “department” is defined as that portion of the full- and part-time faculty who were administered by a department chair. Each “faculty service area” is defined as that portion of the full- and part-time faculty who are administered by a full-time faculty coordinator as defined according to contract.
2. One representative for each of the faculty service areas as defined by the Academic Senate. These currently include: Library and Athletics.
3. One part-time faculty representative.
4. One CTE Faculty Liaison and one Guided Pathways Liaison as ex-officio non-voting members.
5. \_\_\_ at-large representatives.

Faculty members assigned to more than one department or service area shall be represented within the group to which the greater amount of their assignment is allocated.

2. Duties of representatives

It shall be the duty of each representative to:

a) Represent the viewpoints of their respective area to the Academic Senate Council, including providing input for Senate Council agendas when appropriate.

b) Report Academic Senate Council business and activities to all members of their respective area.

3. Election of department representatives

The faculty representative to the Academic Senate Council must have the majority of his/her load allocated within the respective area he/she represents and may be either a full- or part-time member of the faculty.

The method of electing a respective area representative shall be determined by the members of each “department” as defined above and shall include open nominations and elections in a process that allows any within the department to serve. A department may also elect an alternate representative to serve in the case of the absence of the primary representative. Departmental representatives shall be elected and ready to serve no later than the 1st day of June.

4. Election of faculty service area representatives deemed unique by Academic Senate and non-conforming to administrative department structure shall adhere to the same process as department representatives.

5. Election of part-time representatives

Part-time representatives will be elected for a two-year term by part-time faculty and shall likewise include open nominations and elections in a process that allows any part-time faculty to serve. Part-time representatives shall be elected and ready to serve no later than the 1st day of June. Candidates receiving second-most votes shall serve as alternate.

6. Ex-officio non-voting Liaisons from Guided Pathways and CTE Workgroup shall be appointed by their respective committees.

7. Election of at-large representatives [if there are two…]

At-large representatives will be elected through open nominations and elections in a process that allows any faculty to serve. The term of service is a two-year staggered cycle, with elections taking place each year for one position. At-large representatives shall be elected and ready to serve no later than the 1st day of June.

8. Vacancies of department representatives

The President of the Academic Senate shall notify the relevant area *(*department) of the vacancy. If no Alternate exists, the area *(*department) shall elect a new representative as determined above.