**CONSTITUTION OF THE MOORPARK COLLEGE ACADEMIC SENATE**

**(Draft 1: 10 July 2014)**

As authorized under Title V of the California Administrative Code, Sections 53200-53205, we, the

members of the faculty of Moorpark College, are uniting to form an Academic Senate. The goal of

the Academic Senate is to promote academic excellence at Moorpark College, and the Academic

Senate Faculty Statement of Ethics shall provide the guiding principles for its decisions and actions.

ARTICLE I – NAME

The name of this organization shall be the Moorpark College Academic Senate.

ARTICLE II – PURPOSE

The purpose of this organization is to implement Title V of the California Administrative Code that

states that members of the Academic Senate have the right and responsibility to participate in the

formation and implementation of college and district policies on academic and professional matters.

These are defined in Section 53200 as follows:

(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

(11) other academic and professional matters as are mutually agreed upon between the

governing board and the academic senate.

ARTICLE III – PROCEDURES

The Academic Senate shall consult collegially with the administration and the governing board on

the matters under its authority according to the stipulations stated in Title V.

The Academic Senate, according to the policy of the Ventura County Community College District,

shall interpret “consult collegially” to mean by mutual agreement. This is defined by Title V as “the

obligation to reach mutual agreement by written resolution, regulation, or policy” (section 53200). If

mutual consent is not achieved, “existing policy shall remain in effect unless continuing with such

policy exposes the district to legal liability or substantial fiscal hardship” (section 53203).

In the case of mutual agreement not being achieved between the administration of Moorpark College

or the District and the Academic Senate the Senate shall have a reasonable expectation of receiving a

written explanation.

ARTICLE IV – MEMBERSHIP

In accordance with Title V, Section 53201, all full-time and part- time faculty of Moorpark College

are voting members of the Moorpark College Academic Senate.

All members of the Moorpark College Academic Senate have the rights afforded to them by the

Brown Act and as listed in the By-Laws (see Article IV).

ARTICLE V – ORGANIZATION

Section A: Definitions.

“The Academic Senate” refers to all full-time and part-time faculty of Moorpark College.

“A General Meeting of the Academic Senate” refers to a meeting open to all members of the

Academic Senate as full voting members.

“The Academic Senate Council” refers to a meeting of the faculty’s elected representatives.

“The Academic Senate Executive Officers” refers to the elected officers of the Academic Senate.

“The Academic Senate Standing Committees” refers to the participatory governance committees of

Moorpark College.

Section B: Business.

The business of the Academic Senate shall be carried out through the Academic Senate Council and

the Standing Committees of the Academic Senate. Final authority remains with the Academic

Senate, which retains the rights of initiative, recall and petition, and may by the majority of votes cast

overturn action taken by the Senate Council and the Executive Officers, provided that one -third or

more of the general membership participate in the voting. (See By-Laws Article IV.)

Section C: Meetings.

The Academic Senate shall meet on campus as specified in Article III of the By-Laws.

Additional General Meetings shall be called upon petition of at least ten percent of the membership,

or upon majority vote of the Academic Senate Council.

Section D: Rules.

The Academic Senate must abide by the Brown Act in all of its business.

The most recent edition of *Robert’s Rules of Order* shall govern the Academic Senate on all matters

not specifically covered by this constitution and its by-laws

Section E: Dues .

Dues may be levied annually by the Academic Senate Council, but shall not be a condition of

membership.

ARTICLE VI – ACADEMIC SENATE COUNCIL

The affairs of the Academic Senate as herein specified shall be conducted by the Academic Senate

Council.

Section A: Membership.

The membership of the Academic Senate Council shall include the following elected and voting

Executive Officers: President, Vice President, Secretary, Treasurer, and one elected and voting

representative from each Moorpark College department (see By-Laws Article I).

The faculty co-chairs of all Standing Committees shall be non-voting members of the Academic

Senate Council. The immediate past president may also choose to serve as a non-voting member

of the Academic Senate Council, if still currently a faculty member at Moorpark College.

Section B: Duties.

The duties of the elected Executive Officers and representatives shall be those detailed in the By-

Laws of the Academic Senate, Article I, and outlined in *Roberts’ Rules of Order.*

Section C: Terms.

The term of office for each Senate Executive Officer shall be two years, beginning the first day of

June of odd-numbered years, and for each representative shall be one year, beginning the first day of

June.

Section D: Vacancies.

i) Senate Officers: Resignation from any officer position of the Academic Senate shall be presented

in writing to the Academic Senate President. Vacancies caused by resignation shall be filled by a

two-thirds vote of the Academic Senate Council (see By-Laws Article I).

A recall election for the removal of any Senate officer shall take place when the Academic Senate

Council is presented with a petition so requesting, and that petition has been signed by fifty percent

of the number of those Academic Senate members voting in the most recent election. A two-thirds

majority of those voting in the Senate Council on the removal of an officer shall be required to recall.

The terms of recalled officers shall end at the end of the semester during which the recall election

takes place. Vacancies caused by recall shall be filled by a special election of the Academic Senate

general membership (see By-Laws Article I).

ii) Department representatives: Resignation of a department representative shall be presented in

writing to the Academic Senate President. If an alternate representative has already been elected by

the department this person shall take on the position; if not the department shall hold new elections

according to the By-Laws (see Article I).

ARTICLE VII – AMENDMENTS

The Academic Senate Council shall re-examine the Constitution at least once every six years and

the By-Laws at least once every two years. Any Council recommendation for an amendment shall be

considered and adopted as stated below.

Section A: Amendments to the Constitution.

An amendment to the Academic Senate Constitution may be proposed to the Academic Senate

Council for its consideration, requiring a majority vote of the Council for placement on its agenda.

Alternatively an amendment may be proposed to the Senate President by a written petition signed by

at least ten percent of the Academic Senate membership.

Adoption of an amendment to the Constitution shall require a two thirds majority of those voting

either in a General Meeting or in a secret, written ballot open to all members of the Senate.

Any proposed amendment shall be made available to all faculty both in paper and electronic form at

least two weeks prior to a General Meeting at which it will appear on the agenda, or one month prior

to a written ballot of the Academic Senate membership.

Section B: Amendments to the By-Laws.

An amendment to the By-Laws may be proposed to the Academic Senate Council for its

consideration, requiring a majority vote of the Council for placement on its agenda. Alternatively an

amendment may be proposed to the Senate President by a written petition signed by at least ten

percent of the Academic Senate membership.

Adoption of an amendment to the By-Laws shall require either a two thirds majority vote of the

Academic Senate Council or a majority of those voting in a General Meeting or in a secret, written

ballot open to all members of the Academic Senate.

Any proposed amendment to the By-Laws shall be made available to all faculty both in paper and

electronic form at least two weeks prior to an Academic Senate Council meeting or a General

Meeting at which it will appear on the agenda, or one month prior to a written ballot of the Academic

Senate membership.

Any amendment to the Constitution or By-Laws that is passed shall be in immediate effect.

ARTICLE VIII – RATIFICATION

Adoption of this Constitution shall be effected by a majority of those Academic Senate members

voting to ratify it, by a secret, written ballot.