

Flowchart of Academic Senate Resolutions

Idea for Resolution

The idea could come from Academic Senate Committee, Academic Senate Executive Committee, Senator, faculty member, or administration on a shared governance matter.



Resolution sent to the Academic Senate Chair



Resolution sent to the Executive Committee, who determines whether it is ready to be agendized for the Academic Senate.

If not agendized, it would return to the proposer for refinement.



Resolution brought to the Academic Senate in first reading after agendized by the Executive Committee.

General input is provided by the Senators.



If the motion passes to move to a Second Reading, more specific input as to the language in the resolution is debated.

No revision is allowed for any attachment during second reading.



If the resolution is adopted, it goes to the President for consideration and action, typically one of the following.

Accepted

Acknowledged
receipt

Supported

Includes modification

Rejected

• If the resolution is rejected, it is returned to the proposer, who may revise or drop the idea.

Narrative of the Resolution Workflow

Step 1: Members of the administration, Academic Senate Executive Committee, Senate, or Faculty notify the Academic Senate Office of an issue they would like reviewed for comment.

Step 2: This issue is sent to the appropriate body – whether it is the Academic Senate Executive Committee, Academic Senate, or an Academic Senate committee – by the Academic Senate Executive Committee.

Step 3: That body prepares a resolution to submit to the Academic Senate Executive Committee.

Step 4: The Academic Senate Executive Committee either accepts the resolution or returns it to the committee for further consideration, revision, or clarity.

Step 5: Once the Academic Senate Executive Committee accepts the resolution, it is sent to the full Academic Senate in first reading for general input.

Step 6: After a motion to move the resolution to second reading is accepted by the Academic Senate, specific input by the Academic Senate is discussed. Please note that any attachment to the resolution cannot be modified during second reading. It is only the text of the resolution itself that can be modified.

Step 7: The Academic Senate discusses the resolution and votes on whether to adopt or reject it.

Step 8: If the resolution is rejected, it is returned to the committee, who may or may not decide to revise and bring forth again for consideration. If it is brought forth again, the process would begin at Step 2. If the resolution is passed, it is sent to the president for consideration and action.

Step 9: The president notifies the Academic Senate Office of their response: accept/acknowledge receipt; support; accepted with modification; or rejected. If rejected, it is returned to the appropriate body for reconsideration.