

CSM Academic Senate Proposed Bylaws Changes:

Article III: Quorum

A quorum for a meeting of the Senate and all Senate committees shall consist of ~~6~~ 50% plus 1 of the committee's **voting** members.

Add Article: Executive Committee Elections and Vacancies

Vacancies in the Executive Committee

For vacancies of under 1 year:

If a vacancy in the Executive Committee occurs (and in the case of the President role, if the Vice-President does not feel that they are able to take on the role of the President), then the vacant role will be filled with an interim member. The Executive Committee will put a call out with at least one week notice to the faculty at large for any interested faculty members to fill the vacancy. The **Executive Committee/Academic Senate** will then meet to select the interim Executive Committee member to fill the vacancy until such time as the Executive Committee member returns to their position or normal elections are held. Past Executive Committee members are eligible to fill interim roles even if they have reached the stated term limits of their position.

For vacancies of over 1 year:

If a vacancy in the Executive Committee occurs (and in the case of the President role, if the Vice-President does not feel that they are able to take on the role of the President), then a special election of the faculty body will be held to fill the vacancy for the remainder of the term of service.

Article IX: Committees

Committee on Teaching and Learning

The Committee on Teaching and Learning (CTL) oversees, coordinates, and reports on activities that promote continuous improvement in teaching and learning. The CTL supports the Academic Senate's goals and the college's institutional priorities by collaborating on professional development activities, and promoting practices for assessing student learning and success, ~~and advancing the mission of the CSM library. The committee shall consist of three subcommittees—assessment, library, and professional development—that will meet at least once a month.~~

Duties and Responsibilities

- ~~Oversee three CTL subcommittees—assessment, library, and professional development~~
- Create new working groups, as needed ~~(e.g. Basic Skills, AB705, etc.)~~, to accomplish its goals
- Assist with institutional reporting, review, and assessment activities (e.g., Program Review, Integrated Plan, Equity Report, etc.)
- Create professional development opportunities for ~~faculty, staff, and administrators~~ the campus community around assessment, equity, and distance

~~education instructional technology, and information competency~~ (based on Program Review findings)

- Liaise with departments, divisions, the Academic Senate, and institutional committees over flex activities, initiatives, curriculum, reporting etc.
- ~~Advise the library on resources and facilities and advocate for funding and other resources for the library to implement the best practices for academic libraries~~
- Advise Academic Senate and Vice President of Instruction on academic and professional matters, especially as they relate to teaching and learning

Committee Structure

The Committee on Teaching and Learning shall consist of representatives from the faculty, administration, classified senate, and students. Each instructional division, including counseling, shall elect two representatives to the committee. ~~Library faculty shall elect one representative; if library faculty belong to an academic division, that division should elect one of its committee members from library faculty.~~ The CTL will also include the Dean of Academic Support and Learning Technologies, a classified senate representative, ~~three~~two students, and the faculty coordinators for professional development, assessment, ~~equity/BSI~~, and distance education as committee members. The committee ~~elects a chair from among its current or recent members will~~ be co-chaired by the Professional Development Faculty Coordinator and the Student Learning Outcomes Assessment Coordinator. The chair ~~will serve a 2-year term and s~~ will report monthly to Academic Senate.

~~The membership of the Committee on Teaching and Learning should be divided equally amongst the three subcommittees.~~

Meetings

The CTL meets ~~twice a semester (at the beginning and end)~~ monthly:

- To determine the vision for the Committee on Teaching and Learning
- To create goals for the academic year
- ~~To report on the semester's activities~~

~~The subcommittees meet on a monthly basis.~~

Subcommittee Responsibilities

~~Based on the vision of the CTL, the three subcommittees will:~~

~~Assessment~~

- ~~o~~To organize assessment workshops, trainings, and interdisciplinary activities
- ~~S~~To support faculty assessment planning
- ~~P~~To produce biennial assessment report
- ~~A~~To advise the Academic Senate, the Vice President of Instruction, and the Accreditation Liaison Officer on matters pertaining to assessment

~~Library~~

- ~~Review library resources and facilities and make recommendations for improvements~~
- ~~Advocate for library resources~~
- ~~Collaborate on activities supporting the CTL vision~~
- ~~Advise the Academic Senate, the Director of Learning Commons, and the Dean of Academic Support and Learning Technologies~~

Professional Development

- To organize professional development workshops, both ~~flex and non-flex~~ on and outside Flex Days, that support the vision of the CTL
- To act as a resource to individual faculty and programs vis-à-vis professional development and activities
- To advise the Academic Senate, Vice President of Instruction, and the Dean of Academic Support and Learning Technologies on matters pertaining to professional development