

**MODESTO JUNIOR COLLEGE
ACADEMIC SENATE
RESOLUTION SP99-B
MARCH 4, 1999**

**RULES AND BY-LAWS CHANGES
(AMENDED)**

BE IT RESOLVED

that the MJC Academic Senate rules be modified to replace Section VI, Committees, with the following:

VI. COMMITTEES

The Senate shall have the standing committees enumerated in these Rules and any other *ad hoc* committees necessary to fulfill its mission. The primary role of Senate committees shall be to make policy recommendations on academic and professional matters and to suggest means for the administrative implementation of those recommendations.

- A. Faculty can be represented on academic and professional matters only on committees of the Senate, the College, and the District. The Senate President, with the concurrence of the Executive Board, will appoint all members of Senate committees and all members representing faculty on academic and professional matters on College and District committees. These appointments are subject to ratification by the Senate. The selection of the chair of Senate committees follows the same procedure, as does the removal of a committee member or chair. The President is responsible for informing committee members about which academic and professional matters the District and College are to rely primarily upon the advice and judgment of the Senate and matters upon which the agreement of the Senate is required.
- B. Any member of the faculty shall be eligible to serve on any committee. It shall be the responsibility of Senators to assist in recruiting faculty members for a particular committee when necessary.
- C. Senate committees shall conduct such research and hold those hearings necessary to fulfill the charge of each committee. Notice of all committee meetings shall be sent to the President of the Senate at least three school days prior to the meeting.
- D. All Standing Committees of the Senate will inform the Senate on their progress by oral or written report at least once each school year. Each *ad hoc* committee of the Senate will submit a written report to

the Senate upon completion of the charge of the committee. Any committee may be required by the President, or by motion of the Senate, to submit an interim report. A vote may be scheduled to accept any written committee report to the Senate. Passage of the motion to accept a committee report will indicate the Senate's satisfaction that the committee has fulfilled its charge with respect to the content of the report. Senate action to approve any written recommendations of a committee must be by separate resolution.

E. Quorums for all Senate committees shall be a majority of its members. And any action of a committee will require the presence of a quorum

F. Standing Committees of the Senate shall exist to advise, make recommendations for the creation and implementation of policy, and otherwise carry out the work of the Senate in the areas identified in law and Board policy as academic and professional. All formal actions of the standing committees are subject to ratification by the Senate. The standing committees shall be:

1. Executive Board

2. Curriculum Committee

The Curriculum Committee is responsible for:

- ◆ Determining that courses meet standards for quality
- ◆ Defining critical thinking and college level
- ◆ Scrutinizing prerequisites
- ◆ Determining that credit courses fulfill intersegmental expectations
- ◆ Determining that vocational credit courses meet the standards of the occupation for which they prepare students
- ◆ Reviewing distance education courses
- ◆ Determining associate degree requirements
- ◆ Reviewing existing courses and programs.

3. Professional Development Committee

This committee serves to develop policy for the guidance of the following College and Senate committees on academic and professional matters.

Staff Development Committee (College)

Sabbatical Leave Committee (Senate)

Fall Institute Day Committee (College)

Spring Institute Day Committee (Senate)

Instructional Resource Center Committee (College)

Flex Calendar Committee (College)

Great Teacher's Seminar Planning Committee (Senate)

The Professional Development Committee will work closely with the Staff Development Coordinator of the College to ensure that the judgment and recommendations of the Senate are faithfully presented in and by the actions of those committees.

4. Institutional Planning Committee

This committee serves to develop policy for the guidance of the Program Review and Accreditation Committees of the College on academic and professional matters and the role of faculty members on those committees. The committee is also charged with conducting research on those facets of institutional budget development that may affect academic and professional matters.

- G. *Ad hoc* committees of the Senate may be created by resolution to carry out any function consistent with the Senate's mission not under the jurisdiction of any standing committees. The resolution must define clearly the charge of the committee.

BE IT FURTHER RESOLVED

that the MJC Academic Senate By-Laws be modified as follows:

In ARTICLE III, SECTION 2. Representation, paragraph A:

"Each of the instructional divisions will be represented by one Senator for every ten full-time faculty members in the division, rounded to the nearest ten."

In ARTICLE IV. OFFICERS, all references to Legislative Analyst are changed to Legislative Analyst/Parliamentarian.

First Reading: March 25, 1999

Final Action: April 22, 1999

Disposition: Carried

Changes finalized and document printed and filed