

Foothill College Academic Senate
Ad Hoc Working Group Charter 2020-21

Title of Ad Hoc Group: **Senate Constitution Workgroup**
Chair(s): Kathryn Maurer and Robert Cormia

Background

The [current Academic Senate Constitution](#) was formally approved in May 2013, and we need to do some review, analysis and revision to address the following:

1. There have been some changes made to the constitution through resolutions and one general election (changes in division representation, PT stipend and full vote for part-time faculty). We need to update the constitution to reflect these approved changes.
2. We have a need to revisit the language of division representation in the current constitution, and consider what should be the appropriate number of members on the Executive Committee, and ensure division representation remains appropriate regardless of administrative reorganizations.
3. The redesign

Structure

The Senate President and Secretary/Treasurer will co-chair the workgroup. The President will schedule and convene meetings, and manage the creation and execution of a work plan. The Secretary/Treasurer will be responsible for gathering all relevant documents to share with the workgroup members, and managing the proposed edits. All members will help identify and review documents, such as best practices in academic senate constitutions, by-laws and financing, gather input and feedback as needed, and help draft a new Academic Senate constitution and by-laws, develop an annual budget, and explore the development of a Senate Handbook. The workgroup will work both synchronously with regular meetings (likely every two weeks) and asynchronously (via a shared online workspace). The workgroup will bring their work to the Executive Committee for discussion and approval.

Time Frame

Appointments to the workgroup will begin on January 11th, and work will begin immediately, with a target completion date for a draft constitution by the end of Winter quarter. The workgroup may elect to continue work on a Senate Handbook in Spring quarter. The Constitution will come up for a vote by all faculty in Spring 2021.