



## DISTRICT ACADEMIC SENATE

**Background Information: Laws, regulations and board policies inform the role and responsibilities of the district academic senate**

### California Education Code (Law)

The California Education Code establishes the law for functions of Academic Senates statewide. The following are sections of the Education Code related to Academic Senates:

- Ed. Code 87359(b) Equivalency to Minimum Qualification
- Ed. Code 87360(b) Hiring Criteria
- Ed. Code 87610.1(a) Tenure Evaluation Procedures
- Ed. Code 87458(a) Administrative Retreat Rights
- Ed. Code 87615(b) Waiver of Minimum Qualifications for Tenure
- Ed. Code 87663 (f) Evaluation Procedures
- Ed. Code 87743.2 Faculty Service Areas

### Title 5 California Code of Regulations (Regulations)

Title 5 Article 2. "Academic Senates" provides the following sections containing regulations for local academic senates:

- Title 5 §53200. Definitions
- Title 5 §53201. Academic Senate or Faculty Council
- Title 5 §53202. Formation; Procedures; Membership.
- Title 5 §53203. Powers.
- Title 5 §53204. Scope of Regulations.
- Title 5 §53206. Academic Senate for California Community Colleges.

Title 5 §53201 allows faculty to establish an academic senate at a district and/or college level. Such academic senates are charged under Title 5, §53203 with making recommendations to, and consulting collegially with, the governing board (or its designees) regarding "academic and professional matters" (the "10+1").

Title 5 §53203 defines these “10+1” areas of academic and professional matters as:

1. Curriculum including establishing prerequisites and placing course 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;
11. Other academic and professional matters as are mutually agreed upon between the governing board and the academic senate.

### **Foothill – De Anza Community College District Board Policy 2223 (Board Policy)**

As outlined in Title 5, the Board of Trustees remains the body ultimately responsible for the policies of the District. In the execution of that responsibility, the Board recognizes its obligation under Title 5 to “consult collegially” with the academic senate on “academic and professional matters.” The Board of Trustees determines which of these are areas in which they rely primarily on the advice and judgment of the academic senate (i.e. areas of “primary reliance”) and which are areas concerning both administration and faculty and are thus areas of mutual agreement (i.e. areas of “joint development”). The FHDA Board of Trustees has made the following designations for our district:

AREA	JOINT DEVELOPMENT	PRIMARY RELIANCE
1. Curriculum		X
2. Degree and Certificate requirements:		
• General Ed. and Program Specific		X
• Units for degree	X	
3. Grading policies		X
4. Educational Program Development	X	
5. Standards regarding student preparation and success		X

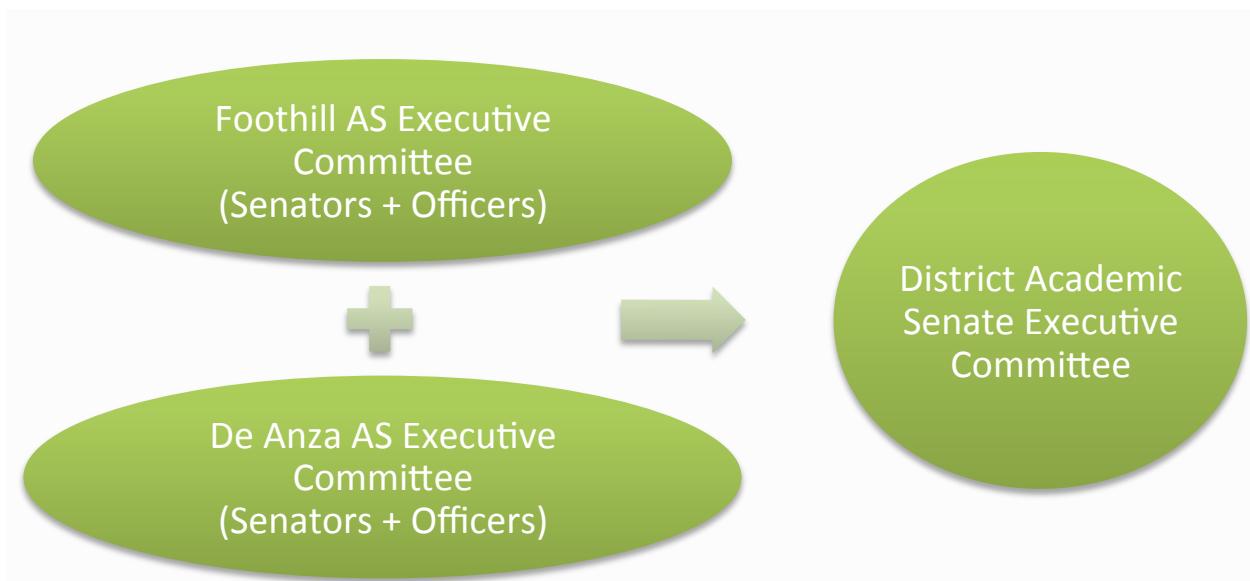
AREA	JOINT DEVELOPMENT	PRIMARY RELIANCE
6. Governance structures as related to faculty roles	X	
7. Faculty involvement in accreditation	X	
8. Policies for faculty professional development activities other than contractual aspects		X
9. Policies for Program Review	X	
10. Processes for institutional planning and budget development	X	
11. Other Academic and Professional Issues	Whether primary reliance or joint development to be determined on an individual basis by the Board or its designee.	

### **District Academic Senate Composition & Function**

The District Academic Senate (DAS) is composed of all faculty at De Anza and Foothill Colleges



The District Academic Senate Executive Committee is comprised of the members of the Foothill and De Anza senates' academic senate executive committees (i.e. division reps or "senators" from each college, plus the officers).



The District Academic Senate Executive Council is composed of the Senate presidents, vice presidents, and secretary/treasurers from the two colleges.



The DAS Executive Council brings issues, resolutions and other matters from the two college senates to the full District Academic Senate Executive Committee for discussion and action. The District Senate President then facilitates enactment of approved motions or resolutions. This includes bringing the approved motion/resolution to the Chancellor and the Board of Trustees for collegial consultation in order to either seek mutual agreement or rely primarily on the Senate's recommendations as defined in Board Policy 2223. Examples of matters of importance to both colleges are faculty hiring, tenure review, course equivalencies, grading policies, and faculty equivalence to minimum qualifications.

DAS Executive Council meetings are generally held quarterly at the District Office. DAS Executive Committee meetings are generally held twice a year, just prior to the ASCCC plenary meetings.

The District Senate is guided by these principles:

- Coordinates District board policy development pursuant to Ed Code and Title 5 regulations, and coordinates District Academic Senate discussion to form district positions in preparation for ASCCC plenaries and Coordinate Board.
- Maintains a position of neutrality in terms of relaying information to the two colleges Senates.
- Facilitates discussion between the two college academic senates, working as necessary to preserve or remove policy and procedural differences between the colleges, in the best interest of student success.
- Acts as an Equal Opportunity body when the two colleges are competing to be the single District entity for District opportunities allowing only one of the colleges to participate.

### **District Academic Senate President Responsibilities**

1. Co-Chairs District Academic and Professional Matters (APM) Committee,
  - a. Proactively maintains ongoing list of issues and opportunities for joint senate collaboration along with action plan. Works in collaboration with Senate Presidents on focus areas as determined, (e.g. equivalencies, curriculum) and brings subsequent recommendations to APM.
  - b. Coordinates with chancellor to develop APM agendas
2. Coordinates scheduling of joint AS meetings, chairs District Academic Senate Executive Committee meetings
3. Delegate/Vote in ASCCC Plenaries, Regarding ASCCC resolutions for consideration at plenary meetings: Facilitates discussion between the senates, and attempts to build consensus
4. Supports the coordination of the District Opening Day.
5. Serves as the representative of the district in the Chancellor's Cabinet and others such as a statewide taskforces, initiatives or grant applications that the district is the entity.
6. Ensures adherence to board policies and procedures at both the college and district level, particularly those governing areas included in the 10+1.
7. Be the major conduit for district-wide information that must reach faculty--and sometimes other constituencies--in a timely manner.
8. Advises the district on academic senate position(s) on present and emergent policy matters.
9. District Reports Requiring Senate Sign-off, Review or Vigilance: ensure adherence to established governance processes.

10. Avoids any conflict of interest or appearance of conflict of interest.
11. Enters into formal or informal agreements with the District Chancellor only after consultation with the rest of the members of the District Academic Senate or action by the two college Academic Senates as appropriate
12. Exercises and organizes due diligence for the review, periodic or other, of Board Policy related to Academic and Professional matters.

### **District Senate President Stipend**

According to the MOU between the FHDA District and the Foothill- De Anza Faculty Association dated October 3, 2007, “Effective Fall quarter of 2007, release time or an Equivalent stipend, shall be established by the District Academic Senate President by the Chancellor of the District following the normal budgetary process. The final amount of released time/stipend shall be decided only after consulting with the Academic Senate Presidents and the District Senate President, and once agreed to for that college year, shall not be changed within that year without mutual agreement.”

The stipend amount agreed is \$6,000.

### **Resources**

<http://www.asccc.org/communities/local-senates/handbook/partII>

[http://www.asccc.org/sites/default/files/publications/SixtyMilestones\\_0.pdf](http://www.asccc.org/sites/default/files/publications/SixtyMilestones_0.pdf)

<http://www.boarddocs.com/ca/fhda/Board.nsf/goto?open&id=9U5PUR6583E5#>