

## Timeline and Process of Academic Senate 2020 Constitution and By-Laws Review:

**Oct 19 26:** Explanation of timeline, process, of the Executive Committee review and approval of the Constitution and By-Laws, followed by explanation of the amendments proposed by the task force highlighted in turquoise on the OneDrive commentable file.

**Oct. 19- 26 - Nov.9:** Executive Committee and others go to the OneDrive file of the [Constitution](#) and [By-Laws](#) (linked on Academic Senate agendas starting October 7) and use the “comment” feature to propose amendments at the exact Article & Section where the amendment would be inserted/made in the Constitution AND the By-Laws. Each comment must be attributed to the name of the person proposing the amendment. Note that amendments submitted AFTER Oct. 26 meeting on Article and sections that have already been reviewed in Academic Senate meeting must be approved by a minimum of 50% of voting members in order to be accepted for discussion.

**Oct. 26:** Start review and discussion of all proposed amendments, starting from the beginning of the Constitution and making our way through it. As we go, we will discuss proposed amendments and be open to edits, and when the group comes to consensus that each amendment is ready to be voted on, we will then move on to the next article and section. This review will continue at the November 9 meeting.

**November 2:** Joint FHDA Academic Senates Meeting to discuss statewide Academic Senate Resolutions to be voted on at Fall Plenary (Nov. 5-7)

**November 9:** DEADLINE to submit all amendments to the Constitution and By-Laws to Articles and Sections that come AFTER the Article & Section we stopped review/discussion on October 26. Review and discussion of proposed amendments entered in the posted googledoc links of the Constitution and By-Laws resumes.

**November 16:** Finish review/discussion of amendments if needed. If review/discussion has been completed, then this can be the First discussion of the final draft of both the Constitution and the By-Laws

**November 23:** Second discussion and ACTION can be taken to approve the final draft of the Constitution that will be put before all faculty for an electronic vote of approval, to be conducted during the first week of Winter quarter (see note about this in Dec. 1). ACTION can also be taken to approve the By-Laws, which does require 2/3 vote of the Executive Committee.

**Dec. 1:** If needed, ACTION to approve the final Constitution as well as the By-Laws (2/3 vote needed to pass). Once ACTION to approve the final Constitution is taken via our Motions process, then the final approved Constitution draft can be shared publicly by reps with constituents and posted to all faculty listserv, Academic Senate website, and Academic Senate Canvas site so that faculty can begin to review the document (with highlights indicating all the amendments approved by Exec Comm). I’m proposing not conducting the vote until the first week of Winter quarter, since by December, most faculty are focused on finals and wrapping up the Fall quarter and tasks/transitions to prepare for Winter quarter.