

Academic Senate of Oxnard College Constitution

Preamble

To promote the educational goals of Oxnard College students and to provide a formal and effective procedure for faculty to participate in the formation of college and district policies on academic and professional matters, we, the faculty of Oxnard College, do hereby establish a representative organization, known as the Academic Senate of Oxnard College.

Orderly and representative participation by faculty in the formulation of college and district policies and a clearly defined organizational structure for such participation will contribute toward a clearer understanding of the mutual challenges and responsibilities of the faculty, administration, and the District Board of Trustees.

The Academic Senate, in cooperation with the Administration and the Board of Trustees, shall endeavor to provide quality education for the students enrolled at Oxnard College.

Article I: Name

Section 1: Name

The name of the representative organization herein established shall be the Academic Senate of Oxnard College, as defined in [Title 5, Section 53201](#) of the California Code of Regulations (CCR).

Section 2: Assembly

The body of elected representatives including senators and officers shall be known as the Academic Senate Assembly.

Section 3: Faculty

A faculty member is any academic employee, full-time or part-time, at Oxnard College who is not holding a management position.

Section 4: Executive Board

The Executive Board is comprised of all elected officers as listed in the By-Laws Article II, Section 1, Paragraph C-1; and is further defined in By-Laws Article II, Section 7, Paragraph A.

Article II: Purpose and Function

Section 1: Purpose

The Academic Senate of Oxnard College shall be the representative body of the Oxnard College faculty, established for the purpose of participating with the Administration of Oxnard College and the Board of Trustees in the formulation of college and district policy in academic and professional matters, to include but not be limited by Board Policy A-16 and [Title 5 \(Sections 53200-53204\)](#) of the CCR. The Academic Senate shall also communicate with other colleges, government agencies and professional associations regarding academic and professional matters.

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Section 2: Responsibilities

It is the specific responsibility of the Senate to pay attention to and make recommendations on all subjects pertaining to academic and professional matters. This includes:

1. Curriculum, including establishing prerequisites
2. Degree and certificate requirements
3. Grading policies
4. Education program development, including staffing priorities
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 mutually agreed upon between the Governing Board and the Academic Senate

Section 3: Powers

The Academic Senate may disseminate information pertinent to its powers and responsibilities.

The Academic Senate Assembly may propose, debate and vote on any resolution pertinent to its purpose and responsibilities.

The Academic Senate Assembly may invite faculty, staff, students, and other guests to attend Senate meetings so as to inform them of matters pertinent to the purpose and responsibilities of the Senate.

In accordance with [Title 5 \(Sections 53203-53204\)](#) of the CCR, the Academic Senate may present its resolutions to the Board of Trustees, and request that the Board of Trustees or its designee shall meet and confer with representatives of the Academic Senate.

The designation of board members or administrative officers as provided herein shall not preclude the representatives of the Academic Senate from meeting with or appearing before the Board of Trustees to present views, recommendations, or proposals of the Academic Senate at a regular or special meeting of the Board of Trustees.

Section 4: Authority

The Academic Senate operates under the authority of Board Policy A-16 and [Title 5 \(Sections 53200-53204\)](#) of the CCR.

Section 5: Affiliation

The Academic Senate shall not affiliate with any professional association, organization or group, except associations of Faculty/Academic Senates. However, nothing in this constitution shall be construed to discourage individual members of the faculty from freely

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associating with other groups and organizations, and through such association independently expressing their views.

Article III: Conduct of Business

Section 1: By-Laws

The official business of the Academic Senate and Assembly shall be conducted according to the rules and procedures adopted in its By-Laws.

Section 2: Changes to By-Laws

The By-Laws may be amended by a two-thirds (2/3) approval of senators voting at a regularly scheduled meeting of the Academic Senate Assembly. The Executive Board or any senator may propose a change to the By-Laws. At least two (2) weeks' notice of the proposed change(s) shall be sent to all Senate members.

Article IV: Amendments to the Constitution

Section 1: Proposal for Amendments

- A. Proposed amendments must be petitioned by no less than 10 percent (10%) of the full-time faculty, or
- B. Be petitioned by a majority of the Senators, or
- C. Be petitioned by the Executive Board of the Academic Senate.
- D. Proposed amendment(s) to this Constitution must be presented at any regularly scheduled meeting of the Academic Senate.

Section 2: Ratification of Amendments

- A. Upon receipt of the proposed amendment, the officer designated in Article II, Section 4 of the By-Laws must confirm its eligibility per Section 1 of this article.
- B. Upon confirmation of eligibility, the Academic Senate will schedule a ratification vote no sooner than two (2) weeks after the date that the amendment has had its eligibility confirmed.
- C. Written notice of the proposed amendment(s) shall be distributed to the entire faculty together with ratification procedures.
- D. The proposed amendment(s) shall pass if it is approved by two-thirds (2/3) vote of the full-time faculty. Appropriate due process and secret balloting shall be used in the ratification vote.

Adopted 05/1980

Rev. 1 11/1988

Rev. 2 11/1990

Rev. 3 04/2001

Rev.04/11/2022