



**San José State**  
UNIVERSITY

*A campus of The California State University*

---

*Office of the Academic Senate • One Washington Square • San Jose, California 95192-0024 • 408-924-2440 Fax: 408-924-2451*

**S05-11**

At its meeting of May 9, 2005, the Academic Senate passed the following Policy Recommendation presented by Senator Veregge for the Organization and Government Committee.

**POLICY RECOMMENDATION  
MODIFICATION TO BY-LAWS -  
EXTERNAL RELATIONS ADDED TO EXECUTIVE COMMITTEE DUTIES**

- Whereas, SM S01-1 created a temporary External Relations Task Force to carryout the activities pertaining to communications with elected officials and the surrounding community, with the Task Force to be chaired by a member of the Executive Committee,
- Whereas, The External Relations Task Force has (1) met regularly since it was created, (2) hosted four annual breakfast briefings for legislative staff that have been attended by up to 12 staff, (3) maintained the Senate's "Talking Points" document and (4) followed up as recommended by the Chancellor's Office in promoting understanding of how budget cuts adversely affect access;
- Whereas, The External Relations Task Force has primarily consisted of faculty and the AS President from the Executive Committee in addition to employees from the Student Affairs Division, as well as those dealing with government relations; so be it
- Resolved, that the functions of the External Relations Task Force be made a duty of the Executive Committee with the direction that they continue to work with those on campus who deal with government relations and other campus employees and students as appropriate and needed, and that the Senate by-laws be modified as follows:
- Approved: March 7, 2005
- Vote: 6-0-0
- Present: Parsons, Wilson, Easter, Fee, Choo, Veregge
- Absent: Hebert, Lam, Hilliard, Selter
- Financial Impact: None
- Consulted: Chair of Senate

**BY-LAWS OF THE ACADEMIC SENATE  
SAN JOSE STATE UNIVERSITY**

- 4.3. The duties of the Executive Committee shall be:
- a) To develop and approve the agenda for each Senate meeting.
  - b) To act for the Academic Senate at such times as its members may not be available. In each such action, it shall distinguish whether it is expressing the position adopted by the Senate as a whole or of the Executive Committee alone.
  - c) To formulate policy proposals.
  - d) To refer matters of business to the appropriate agency.
  - e) To handle external relations with elected officials and their staff, as appropriate, to allow for dialogue on matters of relevance to the well-being of the university. This duty shall be carried out in coordination with university employees involved with government relations and the Executive Committee is encourage to recruit an appropriate number of university employees and students to assist in its external relations efforts.
  - f) To act as an ad hoc advisory committee to the President on his/her request, provided that in this capacity only the elected members of the committee shall sit.
  - g) Normally, the President should seek the advice of the full Senate on issues of policy, rather than that of the Executive Committee or its elected members.

**ACTION BY UNIVERSITY PRESIDENT: APPROVED BY PRESIDENT DON KASSING ON  
MAY 13, 2005**