

**SAN JOSE STATE UNIVERSITY  
ONE WASHINGTON SQUARE  
SAN JOSE, CA 95192**

**SM-F15-3, Senate Management Resolution, Amends Standing Rule 7**

**Legislative History: Amends Senate Standing Rule 7**

At its meeting of November 2, 2015, the Academic Senate approved the following Senate Management Resolution presented by Senator Shifflett for the Organization and Government Committee.

This is a new proposal to amend Standing Rule 7 regarding the Senate Meeting Agenda.

**Senate Management Resolution  
Amend Senate Standing Rule: Senate Meeting Agenda**

- Whereas: The Standing Rules of the Academic Senate, Standing Rule 7a (Form of Agenda) requires that the agenda item State of the University Announcements immediately precede the adjournment of the meeting, and
- Whereas: Flexibility in the organization of the agenda could facilitate effective management of senate business, and
- Whereas: Recent experimentation with modifying the agenda has been found to be helpful in providing needed time for policy items, and
- Whereas: Adjusting the Standing Rules of the Academic Senate, Standing Rule 7a (Form of Agenda) to allow the Executive Committee to determine the placement of State of the University Announcements would provide the flexibility needed to accommodate agendas with varying demands throughout an academic year, therefore be it
- Resolved: That Standing Rule 7 be modified as described below to allow the Senate Executive Committee to determine the placement in the agenda for the State of the University Announcements, and be it further
- Resolved: That this change become effective with the passage of this Senate Management Resolution.
- Rationale: The Academic Senate, in an attempt to efficiently work through all announcements, policy reviews, and other agenda items, has found it

helpful to adjust the agenda so that State of the University Announcements, with a time limit, follows Communications and Questions. While this modification can be done at the time of a meeting with a suspension of the rules requiring a two-thirds (2/3) majority vote at every meeting, it would best serve the Senate to allow the Executive Committee the option of moving State of the University Announcements as needed on the agenda. Presently standing rule 7 places the state of the university announcements at the end of the Senate Agenda.

Approved: 10/26/15  
Vote: 7-0-0  
Present: Grosvenor, Laker, Curry, Shifflett, Gleixner, Becker, Beyersdorf  
Absent: Mathur, El-Miaari  
Financial Impact: None  
Workload Impact: None

#### Amendment to Standing Rule 7:

##### 1. Form of agenda:

###### a) Outline of Agenda:

- I. Call to Order and Roll Call
- II. Approval of Minutes
- III. Communications and Questions
  1. From the Chair of the Senate
  2. From the President of the University
- IV. Executive Committee Report
  1. Minutes of Executive Committee
  2. Consent Calendar
  3. Executive Committee Action Items
- V. Unfinished Business
- VI. Policy Committee, and University Library Board Action Items. In rotation. (Information items to be submitted in writing or by e-mail and included with the agenda.)
- VII. Special Committee Reports
- VIII. New Business
- IX. State of the University Announcements. Questions. In rotation. (Detailed reports, if necessary, to be submitted in writing or by e-mail and included with the agenda)
  1. Provost
  2. Vice President for Administration and Finance
  3. Vice President for Student Affairs
  4. Vice President for University Advancement
  5. CSU Senators

## 6. Associated Students President

### X. Adjournment

#### b) Ordering of Agenda Items:

At the discretion of the Executive Committee the order of the agenda with respect to the State of the University Announcements may be modified and time limits set on the presentation of information.

#### c) System of Rotation:

For purposes of Standing Rule 7.a) VI., "rotation" shall be applied as follows: Committee order will be rotated for each meeting, so that the committee last in order at one meeting shall be called on first at the next meeting. For the current academic year, 2015-2016, each committee shall present only one action item at a time. When each committee has been called on, the chair shall then call again on the committee first in the day's order for one additional action item, and so on.