



**San José State**  
UNIVERSITY

A campus of The California State University

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**SS-F03-1**

At its meeting of September 29, 2003, the Academic Senate passed the following Sense of the Senate Resolution presented by Michael Katz for the Executive Committee.

**SENSE OF THE SENATE RESOLUTION  
TO CO-SPONSOR A DOSSIER PREPARATION WORKSHOP EVERY SEPTEMBER**

Whereas, The Senate may, under Standing Rule 15 and upon recommendation of the Executive Committee, sponsor or co-sponsor forums on issues of interest to the campus community; and

Whereas, The Senate, Office of Faculty Affairs and the SJSU Chapter of the California Faculty Association (CFA) have traditionally co-sponsored a workshop at the beginning of each fall semester on how to prepare a dossier for RTP purposes, and attendance has typically exceeded 30 faculty, and

Whereas, It is important that the Senate have the workshop on its calendar so as not to schedule other Senate activities on the same day as the Dossier Preparation workshop, now therefore, be it

Resolved, That the Academic Senate agree to co-sponsor with the Office of Faculty Affairs and CFA, a workshop every year on dossier preparation (within guidelines of Senate Standing Rule 15), to be held near the start of the fall semester (typically on the first Friday in September).