Academic Senate

Purpose

The Academic Senate is a governance and consultative body that represents full-time and adjunct District faculty. The primary purposes of the Academic Senate are as follows.

- Advise the administration and Board on academic and professional matters. ~~including thefollowing~~ **In accordance with AP 2510, the Board shall rely primarily on recommendations from the Academic Senate as they pertain to:**

  1. **Degree and certificate requirements**
  2. **Grading policies**
  3. **Policies for faculty professional development activities**
  4. **Curriculum, including establishing prerequisites and placing courses within disciplines**

- **Collegial consult with the Administration and Board on the following academic and professional matters:**

  1. **Educational program development**
  2. **Standards or policies regarding student preparation and success**
  3. **District and college governance structures, as related to faculty roles**
  4. **Faculty roles and involvement in accreditation process, including self-study and annual reports**
  5. **Processes for program review**
  6. **Process for institutional planning and budget development**
  7. **Other academic and professional matters as mutually agreed upon between the Board of Trustees and the Academic Senate**

  - ~~Curriculum, including establishing prerequisites and placing courses within disciplines~~
  - ~~Degree and certificate requirements~~
  - ~~Grading policies~~
  - ~~Educational program development~~
  - ~~Standards or policies regarding student preparation and success~~
  - ~~District governance structures, as related to faculty roles~~
  - ~~Policies for faculty professional development activities~~
  - ~~Processes for program review~~
  - ~~Process for institutional planning and budget development~~
  - ~~Faculty roles and involvement in accreditation process, including self-study and annual reports~~
  - ~~Other academic and professional matters as mutually agreed upon between the Board of Trustees and the Academic Senate~~
- Make appointments of full-time faculty to other governance bodies and/or their committees as described in this document

Website: http://www.cos.edu/AcademicSenate

Membership
- Five Academic Senate Officers elected at large by faculty for two-year terms:
  - President

- - Vice President
  - Secretary/Treasurer
  - State Senate Delegate
  - Faculty Enrichment chair
    (two-year term)
- One to three senators from each of the following divisions:
  - Agriculture
  - Allied Heath and Nursing
  - Business
  - Consumer/Family
    Studies
  - Fine Arts
  - Industry and Technology
  - English
  - Language and
    Communication Studies
  - Mathematics and
    Engineering
  - Physical Education and
    Athletics
  - Science
  - Social Sciences
  - Student Services

The number of senators from each division is contingent on the number of full-time faculty in that division: each division with 1 to 10 full-time faculty elects one senator; each division with 11 to 20 full-time faculty elect two senators; and each division with 21 to 30 full-time faculty elect three senators. The division determines the term length.

- Two senators elected by adjunct faculty
- One non-classroom library faculty member
- One classified member elected at large by classified staff, non-voting. The term length is undefined. One representative selected by the Student Senate Executive Board, nonvoting. The Student Senate determines the term length.

The Academic Senate conducts its business in part through the efforts of an Executive Board. The Executive Board meets prior to each scheduled general Academic Senate meeting. In addition to conducting routine business for the Academic Senate, the Academic Senate Executive Board is responsible for encouraging faculty members to run for office, for developing a slate of candidates, and for insuring that all elections are administered in a fair, honest, impartial, and professional manner.

The members of the Academic Senate Executive Board are:
- Five elected officers of the Academic Senate,
- Chairs of Standing Committees,
- Distance Education Coordinator, and

- Curriculum Coordinator.

Meeting Schedule

The time, dates and locations for Academic Senate meetings and its committees' meetings are published for the academic year at the beginning of each fall semester. This information is published in the Governance and Decision-Making section of the District's website (http://www.cos.edu/About/Governance) and in the calendar available on the District's website (http://calendar.cos.edu).

Academic Senate Committees

The Academic Senate also conducts its business through the efforts of the following committees. The Academic Senate appoints members to these committees and in turn the committees report to the Academic Senate.

Academic Senate Committees	Purpose	Membership
Standing Committees	• Make recommendations to Academic Senate on issues assigned to them by the Academic Senate	• Academic Senators appointed by the Academic Senate
Curriculum Committee	• Review and approve all proposed changes and additions to District curriculum • Review other District functions related to curriculum • Advise the Vice-President of Academic Services on curriculum development • Review the general education requirements and recommend changes as appropriate	• Curriculum Coordinator co-chair • VP of Academic Services or designee co-chair • One faculty representative from each division appointed by the Academic Senate upon recommendation from the division • All deans in Academic Services and Student Services (nonvoting members) • Articulation officer • One librarian • Four non-voting members: financial aid advisor, distance education coordinator, Police Academy director, • Learning Resource Center director One student, nonvoting, appointed by students
Equivalency Committee	• To determine equivalency for the purpose of faculty hiring	• VP of Academic Senate, Chair • Three to ~~five~~ **six** faculty members

Educational Technology Committee	• Develop and make recommendations concerning the management and support for the District's learning management system (LMS). • Serve as a voice and advocate for the appropriate application of technologies to the teaching and learning process. • Facilitate District-wide communication on instructional technology issues, including compliance with Section 508 of the Rehabilitation Act of 1973 and U.S. Copyright laws. • Develop and make recommendations for the specifications and uses of classroom technologies.	• Faculty Co-Chair appointed by the Academic Senate • Administrative Co-Chair appointed by the Superintendent/President • One faculty representative from each division • One librarian • One academic counselor • One classified employee appointed by classified employees • The Dean of Technology • One academic dean • One student services dean or his/her designee
	• Develop and make recommendations concerning professional development activities related to the District's (LMS) and other learning technologies.	• The LRC Director or his/her designee • The AAC Director or his/her designee • One student, nonvoting, appointed by students • Additional members as needed
Distance Education Subcommittee, *Subcommittee of the Educational Technology Committee*	• Review and recommend policies and procedures for the conduct of online instruction and the operation of online courses • Make recommendations to the Academic Senate regarding priorities as they relate to instructional support for online and hybrid courses • Provide input to the Academic Senate on the development of policies and academic initiatives as they relate to online courses • Serve as a discussion forum for pedagogical issues regarding the teaching, learning, assessment, ADA/504/508 compliance, and student support services for online and hybrid courses	• Distance Education Coordinator, co-chair • VP of Academic Services or designee • Faculty (up to one per division) appointed by Academic Senate upon recommendation from the divisions • One librarian • One classified employee appointed by classified employees • One student, nonvoting, appointed by students
General Education Subcommittee, *Subcommittee of the Curriculum Committee*	• Draft and maintain the District's general education policy and plans • Assess the General Education Learning Outcomes	• Faculty co-chair, elected from faculty membership • Academic dean, co-chair appointed by VP of Academic Services • Eight faculty appointed by the Academic Senate • Articulation officer • One student appointed by students

Faculty Enrichment Committee	• Approve enrichment activities proposed by faculty, staff, and administration • Track flex hours for faculty • Communicate available development opportunities	• Faculty co-chair, elected from faculty membership • VP of Academic Services or designee • Faculty (up to one per division) appointed by Academic Senate upon recommendation from the divisions • One librarian • One adjunct faculty appointed by adjunct faculty • One classified employee appointed by classified employees
Outcomes and Assessment Committee	• Make recommendations to the Academic Senate on student learning outcome assessment • Monitor the development and assessment of student learning outcomes • Recommend and/or provide training for faculty, staff, and administrators related to the development and assessment of student learning outcomes	• Curriculum coordinator, co-chair • Academic dean, co-chair appointed by VP of Academic Services • One faculty representative from each academic division, appointed by the Academic Senate • One representative from the Research Office