

7 **SENATE MANAGEMENT RESOLUTION**
8 **Senate Policy Committee Reorganization**
9

- 10 Amendment to Senate Bylaws -Section 4.1.3.
11 Amendment to Senate Bylaws -Section 4.5.2.1.
12 Amendment to Senate Policy S19-2, Appendix A
13 Amendment to Senate Policy S15-10

14 **Rationale**
15

16 Starting around fall 2022, the Executive Committee of the Academic Senate restarted a
17 conversation concerning senate representation for SJSU staff. In AY22/23, the Organization and
18 Government Committee (hereafter “O&G”) in consultation with the Senate Executive
19 Committee began considering the question of senate expansion to include staff representation
20 in the senate. Given the scope and breadth of the senate expansion question, in spring 2023,
21 O&G proposed a special committee be empaneled to review the prospects of additional senate
22 seats for staff.
23

24 The special Committee on Senate Representation completed their review and analysis of the
25 matter in fall of 2024. The question of additional senate seats for staff (AS 1876 and AS 1877)
26 was submitted to the Academic Senate for a vote. Following the senate vote to support
27 expansion, the proposed changes to the SJSU Constitution and By-laws were submitted to the
28 SJSU faculty for a campus-wide vote in fall of 2024. With SJSU faculty voting in favor of staff
29 representation, O&G became responsible for overseeing amending applicable SJSU By-laws and
30 Constitution.¹
31

32 At the same time that senate expansion was being considered, O&G began exploring challenges
33 associated with the size and complexity of the Instructional and Student Affairs Committee
34 (hereafter “ISA”). Though ISA has been able to discharge its responsibilities to the SJSU
35 community, the size and composition of the committee has been a subject of discussion with
36 the ISA Chair throughout AY 23/24 and AY24/25.
37

¹ [Senate By-law - 4.1.1](#) places overall responsibility for establishing committees and appointing its members to the Senate. Additionally, [SJSU Policy S19-2](#) assigns responsibility to O&G to review and make recommendations regarding charges, functions, creation or abolishment of university and senate committees.

38 With its broad coverage of both instructional affairs and student affairs, ISA has had to expand
39 its membership to encompass experts in a host of areas. In practice this means that referral
40 discussions often fall outside numerous members' expertise and interests. This has led to a
41 decline in engagement and attendance. Currently, ISA is staffed by 20 individuals from faculty,
42 students, and administration.

43
44 Scholarly consideration of committee operation suggests that individual committee members
45 become increasingly ineffective as committee size grows². Empirical research on non-profit
46 organizations suggests that large governing boards “tend to be inefficient and do not contribute
47 positively to governance effectiveness” (Prybil et al., 2008, p. 5).³

48
49 In addition to its size, the volume and variety of referrals ISA receives is overloading the
50 committee’s ability to address referrals as expeditiously as the committee would prefer.
51 The First Reading of AS1888 proposed splitting the ISA committee into two new policy
52 committees. Feedback following the first reading resulted in O&G reconsidering its initial
53 proposal. Rather than split ISA, O&G is proposing to reduce the number of seats on ISA. O&G
54 analysis of the placement of new staff senators continues to support the addition of a staff
55 senator to ISA⁴. Conversations with Chair Sullivan-Green⁵ indicate that both instructional and
56 student matters will remain equally well-served following removal of selected ISA seats.

57
58 O&G proposes to add a staff senator to O&G and two staff senators to Curriculum & Research
59 (C&R). Additional faculty senators necessary to maintain the balance of faculty to non-faculty
60 required by Senate By-law 1.5 will be placed on Professional Standards (P&S) (2 additional
61 senators at large, preference given to a General Unit senator), O&G (1 senator at large),
62 University Library Board (ULB) (1 senator at large).

63
64 O&G continues to propose that the Associate Dean for Undergraduate Studies and the
65 Associate Dean for Graduate Studies, both EXO positions on ISA and not currently granted full
66 voting rights, be granted full voting rights consistent with Senate By-law 4.5.4.⁶

67
68 In consideration of the senate expansion and challenges associated with managing the ISA
69 committee, O&G proposes that it be:

70
71 **RESOLVED** that section 4.1.3.1 be added to the SJSU Academic Senate By-laws as follows:
72

² Karotkin, D., & Paroush, J. (2003). Optimum committee size: Quality-versus-quantity dilemma. *Social Choice and Welfare*, 20(3), 429–441. <https://doi.org/10.1007/s003550200190>

³ Prybil et al. (2008). *Governance in nonprofit community health systems: An initial report on CEO perspectives*. Grant Thornton, LLP. Chicago, IL.

⁴ The role of staff is crucial in supporting students’ personal, academic, and social development. Staff typically perform a range of functions such as student support and counseling, academic advising, student activities and engagement, career services, health and wellness, residence life, crisis management, and leadership development.

⁵ Chair Sullivan-Green has served as ISA Chair since 2017

⁶ <https://www.sjsu.edu/senate/docs/Senate%20Bylaws%202024.pdf>

73 4.1.3.1 In the case of a unit (College of Health and Human Sciences, College of Business,
74 College of Education, College of Engineering, College of Humanities and the Arts, College of
75 Science, College of Social Sciences, and the General Unit) which has an insufficient number of
76 elected representatives to occupy one seat on each of the policy committees, elected
77 representatives from that unit shall be given committee assignment preference by the
78 Committee on Committees and the Senate Executive Committee.

79
80 **RESOLVED** that section 4.1.3.2 be added to the SJSU Academic Senate By-laws as follows:

81
82 4.1.3.2. When assigning elected representatives to the Senator at large seats on the
83 Professional Standards policy committee, elected representatives from the General Unit shall be
84 given preference. In no instance will a unit from which representatives are elected have more
85 than two representatives on Professional Standards.

86
87 **RESOLVED** that SJSU Academic Senate By-law 4.5.2.1 be amended as follows:

88
89 4.5.2.1 Normally, each policy committee includes representation from each of the units from
90 which faculty representatives are elected. **Each of the units from which faculty representatives**
91 **are elected will be assigned one and only one seat on each policy committee, with one**
92 **exception. A Senator at large seat may be occupied by a senator from a unit already**
93 **represented on the policy committee. In such cases, the senator at large is understood to**
94 **represent the broader university community, not the unit from which the senator was elected.**

95
96 **RESOLVED** that SJSU Policy S19-2, Appendix A be amended as follows:

97 Instruction and Student Affairs committee Description

98 Charge: Responsible for all matters relating to instruction and to student affairs, including
99 recruitment, admission, retention, academic status, educational equity, rights and
100 responsibilities. The Instruction and Student Affairs Committee may establish task forces in
101 consultation with the Executive Committee of the Academic Senate to address specific matters
102 that are beyond its ability or the ability of the Student Success Committee to address in a
103 reasonable time period.

104 Membership
105 VP, Student Affairs or designee (EXO)
106 SAVP, Enrollment Management or designee (EXO)
107 Associate Dean for Undergraduate Studies (EXO)
108 Associate Dean for Graduate Studies (EXO)
109 ~~Director, Student Involvement (EXO)~~
110 ~~Director, University Housing Services (EXO)~~
111 ~~Alumni Representative~~
112 1 faculty, College of Business
113 1 faculty, College of Education
114 1 faculty, College of Engineering
115 1 Member, General Unit
116 1 faculty, College of Health and Human Sciences
117 1 faculty, College of Humanities & Arts
118 1 faculty, College of Science
119 1 faculty, College of Social Science
120 **1 Staff Senator**

121 AS President
122 3 Student Senators (preference for at least one graduate student senator if available)
123 ~~4 Graduate Student~~, and;
124
125 Organization and Government - Update to charge passed with SM-S19-1. Note: original charge
126 and membership (archived) superseded with the passage of SMS19-1.
127
128 Charge: Considers problems related to and prepares recommendations regarding governance
129 of the University, including revisions of the Senate Constitution and By Laws, and the structure
130 and purview of colleges and departments. This committee is also responsible for reviews and
131 recommendations regarding the charges and functions and creation or abolishment of
132 University and Senate committees along in consultation with the committee on committees
133 where appropriate.
134
135 President's Designee [EXO]
136 1 Faculty, College of Business
137 1 Faculty, College of Education
138 1 Faculty, College of Engineering
139 1 Member, General Unit
140 1 Faculty, College of Health and Human Sciences
141 1 Faculty, College of Humanities & Arts
142 1 Faculty, College of Science
143 1 Faculty, College of Social Science
144 1 Student Senator
145 1 Emeritus Faculty Rep [EXO]
146 1 Staff Senator
147 1 Senator at large
148
149 Curriculum and Research – Update to membership passed with SM-S19-1.
150 <http://www.sjsu.edu/senate/docs/SM-S89-3.pdf>
151
152 Charge: Responsible for all matters relating to curriculum and research and for development of
153 an academic master plan.
154
155 Membership
156 AVP, Research [EXO]
157 AVP, GUP [EXO]
158 1 Faculty, College of Business
159 1 Faculty, College of Education
160 1 Faculty, College of Engineering
161 1 Member, General Unit
162 1 Faculty, College of Health and Human Sciences
163 1 Faculty, College of Humanities & Arts
164 1 Faculty, College of Science
165 1 Faculty, College of Social Science
166 1 Student Senator
167 2 Staff Senators
168
169 Professional Standards - Update to membership passed with SM-S19-1. Note: original charge
170 and membership (archived) superseded with the passage of SMS19-1.
171

172 Charge: Responsible for all areas pertaining to faculty affairs and professional standards.

173

174 Membership

175 Senior Vice Provost (EXO)

176 1 Faculty, College of Business

177 1 Faculty, College of Education

178 1 Faculty, College of Engineering

179 1 Member, General Unit

180 1 Faculty, College of Health and Human Sciences

181 1 Faculty, College of Humanities & Arts

182 1 Faculty, College of Science

183 1 Faculty, College of Social Science

184 1 Student Senator

185 **2 Senators at large**

186

187 University Library Board - Update to charge. <http://www.sjsu.edu/senate/docs/S15-10.pdf>

188

189 Charge: The University Library Board advises and assists the Dean of the University Library on
190 matters concerning the academic role of the library. The board serves as liaison between
191 faculty and students and the Library administration, faculty, and staff; examines the
192 relationships between the Library and the general faculty, the various colleges and the
193 programs of the University, for the purpose of recommending improvements in Library services
194 and policy, as well as the stature of the Library. The board recommends ways of assuring the
195 stewardship of the library's various collections of materials in all formats. The board
196 recommends ways of assuring that the library provide an atmosphere appropriate to quiet study
197 and research, collaboration, student academic success, and thoughtful reading. The board
198 widely consults representatives from all groups and disciplines who use the library's resources
199 for curriculum and research, so as to advise the Dean of the University Library on campus
200 needs for the Library's collections and academic services, and receives periodic reports on the
201 library's progress and expenditures toward meeting those needs. Receives reports from the
202 library Dean regarding any issues raised at the King Library Management Team meetings that
203 affect the management of the King Library. The University Library Board may, in cooperation
204 with the library, co-sponsor events within the library that bring members of the university
205 community together with other citizens of the region for discourse on subjects of common
206 scholarly and literary interest. The board conducts periodic reviews of this policy and makes
207 recommendations to the Academic Senate for appropriate revisions.

208

209 Membership:

210

211 Library Dean, ex officio, non-voting

212 Past Chair of the Academic Senate or FAL to the Executive Committee

213 3 regular university library faculty (tenured or tenure-track) who represent different professional
214 specializations.

215 1 faculty, Business

216 1 faculty, Education

217 1 faculty, Engineering

218 1 faculty, Health and Human Sciences

219 1 faculty, Humanities and the Arts

220 1 faculty, Science

221 1 faculty, Social Science

222 1 faculty member from the School of Library and Information Science AS President or designee
223 [EXO]
224 1 undergraduate student
225 1 graduate student
226 **1 Senator at large**
227

228 **RESOLVED** that SJSU Policy S15-10 be amended as follows:

229 2.6.2.6. One Senator at large to serve a three year term.

230
231 2.6.2.6 **7** Three students recommended by the Associated Students board to the Chair of the
232 Senate's Committee on Committees and apportioned as follows: one undergraduate and one
233 graduate student (voting members); the President of Associated Students or designee ex officio
234 (voting member). The President of Associated Students will serve as long as he/she holds
235 his/her office. The other student members will serve one-year terms, provided they remain
236 students in good standing and may be appointed for an additional term or terms.

237
238 **Approved:** March 13, 2025⁷

239
240 **Vote:** 6-0-0 (yea, abstain, nay)

241
242 **Present:** Baur, Buyco, Elahi, Madura, Munoz Munoz, Pendyala,

243
244 **Absent:** Jochim, Joshi, Lee

245
246 **Financial impact:**

247 O&G predicts no significant financial impacts from the proposed amendments.

248
249 **Workload impact:**

250 OG forecasts that workload impacts on current ISA members will likely improve. Reducing ISA's
251 size will allow more targeted and efficient execution of committee responsibilities.

252
253 New staff seats will create additional burden for new staff senators. Newly elected staff senators
254 will need the support of their supervisors, SJSU administrators, and the SJSU Senate to
255 collaboratively organize their administrative and senate responsibilities. O&G recommends that
256 campus administrative leaders encourage and support staff participation on the senate and
257 collaboratively work with their staff on innovative approaches to meeting all responsibilities⁸.

⁷ Vote conducted remotely via Google Form

⁸ Strategies to discuss might include task automation or AI-assisted work completion, for example.