

Proposed Revisions to Division Bylaw 130

Justification

There is concern over the current size and membership of the Coordinating Committee, and what constitutes a quorum for voting purposes. For instance, the current membership lists not only committee chairs and faculty council chairs, but also administrators, divisional representatives and alternate representatives to the systemwide Assembly of the Academic Senate, and representatives to systemwide committees for which there is local corresponding committee.

It was the intent of Rules & Jurisdiction Committee (RJC) to simplify and clarify membership for a committee, which serves as the executive council of the Academic Senate. Reducing the membership to a manageable number will also facilitate quorum for those occasions when the Coordinating Committee votes policy for the campus. With its present size, it isn't feasible to reach quorum.

Following the January 2016 Coordinating Committee discussion, RJC re-discussed at their February 2016 meeting and determined the quorum for the committee should be set at thirteen members.

This allows for attendance by core members which include Senate Officers and Chairs of Standing Committees and Councils, recognizing that some may have prior commitments and might be unable to attend all Coordinating Committee meetings. This option also allows all members to retain voting rights, and is consistent with past attendance at meetings. If all such members attended, the committee would have twenty-three members present.

"The bylaws of an organization should state the number of proportion of members that constitutes the quorum. In the absence of such a provision, parliamentary law fixes the quorum at a majority of the members." (The Standard Code of Parliamentary Procedure, A. Sturgis, pg. 111)

Proposed Bylaw 130A. Membership and 130B. Duties

130. Coordinating Committee

A. Membership: This Committee shall consist of the Chair, Vice Chair, **the Divisional Parliamentarian**, and Secretary of the San Francisco Division, who shall act as the Chair, Vice Chair, **Parliamentarian**, and Secretary respectively, of the Committee; the Chair of each of the other standing committees of the San Francisco Division; the Chair of each Faculty Council; the Chair of the Graduate Council of the San Francisco Division; **the Graduate Dean**, and each Dean who by Academic Senate Bylaw 50 (C) is an ex officio member of the Faculty Council of a School of the San Francisco Division; the Divisional Representatives to the Assembly and the alternate; ~~the Divisional Parliamentarian~~; the previous Chair ex officio; and the Vice ~~Chancellor~~ **Provost** for Academic Affairs, ex officio. **Quorum for the Committee is set at thirteen members.** [Am 9 Dec 71, 23 Mar 72, 1 Sep 03, **23 March 16**]

B. Duties:

To study the policies, actions, and reports of the standing committees of the San Francisco Division and communicate to these bodies such information as may, in its judgment, serve to coordinate them and to promote harmony and efficiency in the conduct of their work.

To maintain liaison with students in parallel areas of interest via the official student body organizations recognized by the Division. It shall invite representatives or agencies of those organizations

to a ~~joint meeting~~ of the Coordinating Committee or a subcommittee as **is** appropriate. [En 12 Mar 70, **Am**
23 March 2016]

To study the need for legislation by the San Francisco Division and from time to time recommend, through the Committee on Rules and Jurisdiction, such legislation as it may deem necessary or desirable.

To perform such other duties not assigned by the Bylaws of the Division to other committees.