

The Academic Senate of Orange Coast College By-Laws

Article 1 Membership and Elections

Section 1. The Electorate. The Electorate shall consist of the Faculty, as defined in Article I of the Constitution, and the Senate shall be elected from the members of this body.

Section 2. Composition of the Senate. The Senate shall be composed of a Senator from each Division, the Library, and Student Services; nine Senators at large, all elected from the regular and contract Faculty; and up to three voting Senators at large from the Part-time Faculty. There shall be included within the membership of the Academic Senate, a voting student who shall be appointed by the SGOCC. The student representative may designate for the record his/her support or opposition to any matter prior to the official Senate vote. A designation shall be recorded in the Senate meeting minutes. Such student shall have the right to attend all meetings of the Senate except those meetings prohibited by Education Code 72023.5 (a) (2) or when the Senate is in closed session.

Section 3. Division Senators. Divisions are responsible for conducting their own elections of division senators. The Senate will conduct elections of division Senators if the division requests the assistance of

f. The Parliamentarian shall:

1. Observe and enforce the Order, Revised or such other rules or procedures as may be adopted by the Senate.

g. The Immediate Past President may:

1. Attend meetings of the Executive Board as a non-voting member for one semester or one year following his/her last service as Senate President.

The Executive Board shall

- a. Allocate additional duties to each officer as required.
- b. Meet no fewer than five times each semester.
- c. Implement policies adopted by the Senate; develop procedures; perform other functions that are not inconsistent with the intent, purposes, and provisions of By-laws and directions of the Senate.

Section 3. Executive Board Meeting Time The Executive Board will meet following each Senate meeting in the Faculty House unless otherwise agreed on.

Article V Amendments of ByLaws

Section 1. Amendments to these ByLaws may be proposed by the Executive Board or by a petition signed by one third (1/3) or more of sitting Senators.

Section 2. These ByLaws may be amended by a two thirds (2/3) majority of the Senate.

Article VI Election Procedures

The Senate will conduct electronic elections of senators.

- a. Any faculty member may request to vote with a paper ballot. In such instances, the faculty member should request a paper ballot from the Senate President. The paper ballot must be requested and submitted during the period of electronic voting as determined by the Senate President. The Senate President will announce the dates of the election period at a Senate meeting.
- b. The Senate will conduct elections for division Senators if the division requests the assistance of the Senate. Otherwise, the division will conduct its own elections and report the results to the Senate in February. The Senate President shall report to the Senate the results of division elections at the next Senate meeting.
- c. The Senate will conduct elections for senators at-large through the electronic procedures adopted by the Senate. 1. To win the Senator-at-Large seat, a candidate must receive more votes than the other candidate(s). 2. If a candidate for Senator-at-Large runs unopposed, the Senate may elect the candidate by acclamation at a Senate meeting.

Adopted 1212-1989
 Amended 85-2005
 Amended 22-2010
 Amended 417-2012
 Amended 412-2016