

# Academic Senate

The Academic Senate is the primary voice of the faculty in academic and professional matters at Santa Rosa Junior College.



## Academic Senate Retreat September 16, 2016



**Senate Communication**



## Representing Constituents

- Whose voice does a Senator present?
- Bylaws Article IV Section 3: guidelines for Senator outreach and communication  
<https://academicsenate.santarosa.edu/bylaws-constitution-santa-rosa-junior-college-academic-senate>



# Cluster Distribution Lists

- [DL.SENATE.ACAD.01@santarosa.edu](mailto:DL.SENATE.ACAD.01@santarosa.edu)  
Counseling, EOPS, Work Exp.
- [DL.SENATE.ACAD.02@santarosa.edu](mailto:DL.SENATE.ACAD.02@santarosa.edu)  
Earth/Space Science, Chemistry/Physics, Ag/Nat Resources, Life Sciences
- .03 English
- .04 Business Admin., Comp. Studies, Engineering and App Tech
- .05 Art, Music, Comm. Studies, Music, Philosophy/Humanities/Religion, Theatre Arts
- .11 Admin Justice, Child Dev., Consumer & Family, Culinary, Industrial & Trade Tech, Public Safety
- .12 Adjunct Area 1
- .13 Adjunct Area 2

## Academic Senate Representation

#	Area	Expires 2017	Expires 2018
1	Counseling, EOPS, Work Experience	Frank Pugh	Geoff Navarro
2	Agriculture/Natural Resource, Chemistry & Physics, Earth & Space Sci, Life Sciences	Derek Padilla	<a href="#">Anthony Graziani</a>
3	English	Roam Romagnoli	Abby Bogomolny
4	Business Administration (BAD) & Computer Studies, Engineering & Applied Technology	Scott Rosen <sup>®</sup>	Michael Starkey
5	Art, Comm. Studies, Music, Philosophy/ Humanities/Religion, Theatre Arts	Alexa Forrester	<a href="#">Deborah Kirklin</a>
6	ESL, Library & Info Resources, Modern & Classical Languages	Phyllis Usina (F) Nancy Persons (S)	Smita Avasthi
7	Behavioral Sciences, Social Sciences	Salvador Diaz	Narmeen Nasseem (F) Nikona Mulkovich <sup>®</sup> (S)
8	Adaptive PE, College Skills, DRD	Laura Aspinall	Tara Johnson
9	Mathematics	Jennifer Carlin-Goldberg	Nora Wheeler
10	Health Sciences; KAD	<a href="#">Corinna McClure</a>	Tara Jacobson
11	AJ, Child Dev, Consumer/Family Studies, Culinary, Industrial/Trade Tech, Public Safety	Clifford Norton	Arthur Hsieh
12	Adjunct: Areas 1, 2, 4, 8, 9, 10, 11	Paulette Bell	Michael Ludder <sup>®</sup>
13	Adjunct: Areas 3, 5, 6, 7	<a href="#">Lauren Nahas</a>	Therese Ehret <sup>®</sup>



# **Academic Senate Summaries**

## **Best Practices Regarding Communication**

- Highlight the areas of specific concern to your constituents
- If sharing a written summary, consider dividing the task with another area sharing similar interests.



**How do you get people to  
ACTUALLY read your reports?**





## **Communicating with Constituents:**

1. Partner up with the area you represent
2. Since each area has two representatives, does your area divide your constituents into groups? If so how? How many departments do you represent?
3. Will you assign a representative to certain groups or departments?
4. How will you communicate with your cluster?
  - A. At department meetings?
  - B. By email? (see sign up sheet for Senate notes)
  - C. How will you ask for constituent feedback before an important vote?
5. Do you discuss the role of the Senate and make suggestions on how to get involved?



## **Senate Bylaws** <http://www.santarosa.edu/senate/links.shtml>

- B. Once the assignments have been made, each Senator will do the following to ensure that adequate representation is occurring:
1. Contact constituents within the first two months and let them know who their representatives are.
  2. When possible, attend at least one meeting per represented department per semester to report on Senate actions and provide constituents with an opportunity to present their concerns.
  3. Emphasize that representation requires that constituents play an active role by contacting any of their area representatives or attending Senate meetings to express their concerns at Open Forum.





## **Senate Bylaws** (continued) <http://www.santarosa.edu/senate/links.shtml>

- B. Once the assignments have been made, each Senator will do the following to ensure that adequate representation is occurring:
4. Encourage faculty to play an active role in the committee structure to ensure a more diverse range of input.
  5. Contact new faculty members within the Senator's constituency to discuss the role of the Senate and promote their involvement in the larger campus community
  6. Preferably, Senators will send regular electronic reports to the Senator's constituents using the Senate distribution lists. Senators are encouraged to write reports in conjunction with other related areas.