Adopted: April 13 2010

ACADEMIC SENATE
of
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, CA

AS-708-10

RESOLUTION ON ADDITION TO ACADEMIC SENATE *BYLAWS OF THE ACADEMIC SENATE* TO INCLUDE PROCESS FOR FIRST AND SECOND READINGS

WHEREAS, The Academic Senate of Cal Poly conducts its meetings in accordance with *Robert's Rules of Order*; and

WHEREAS, The protocol for CSU Academic Senates as well as the statewide Academic Senate is to submit an item in the form of a written resolution which is then deliberated over two meetings as a first and second reading; and

WHEREAS, First and second readings allow for reflective consideration of issues brought before the Senate; and

WHEREAS, *Robert's Rules of Order* does not address the deliberative process for first and second readings; therefore be it

RESOLVED: That Article V, paragraph D, of the *Bylaws of the Academic Senate* be added to include the following provision:

First reading: First reading is a time for suggestions to be made to a resolution for its improvement. The resolution still belongs to its author and is not yet amendable. Voting on substantive resolutions (i.e., those involving University policy or those in which the Senate takes a position on an issue) takes place in two stages: first reading and second reading. In first reading, the resolution is introduced and suggestions for improvement or clarification are in order in first reading, but not amendments. The first reading of a resolution is concluded if (1) there is no one remaining who wishes to speak on the resolution, (2) a motion to close debate is passed (requires a two-thirds vote), or a motion is approved to move the resolution to second reading (requires a two-thirds vote, is debatable, and requires a compelling reason [determined by the Senate Chair, can be overruled by the body]). If a matter is noncontroversial, rather than a motion to suspend the rules unanimous consent can be given by the body.

Second reading: The motion to adopt a resolution must be moved and seconded before debate ensues. It then belongs to the body and may be amended. Documents attached to a resolution are not amendable. Voting on substantive resolutions shall take place only after a second reading of the resolution at a meeting subsequent to the meeting at which it was first introduced, except that the Academic Senate, by two-thirds vote of the senators present, may waive this requirement. After the motion has been moved and seconded, amendments may be presented for action by the Senate.

Proposed by:	Academic Senate Executive Committee
Date:	October 13 2009
Revised:	October 13 2009
Revised:	November 17 2009
Revised:	March 9 2010

State of California

Memorandum

CAL POLY

SAN LUIS OBISPO
CA 93407

To: Rachel Fernflores
Chair, Academic Senate

Date: June 18, 2010

From: Warren J. Baker
President

Copies: R. Koob

Subject: Response to Academic Senate Resolution AS-708-10
Resolution on Addition to Academic Senate *Bylaws of the Academic Senate* to Include Process for First and Second Readings

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This memo acknowledges receipt of the above-entitled Academic Senate resolution.