**ACADEMIC SENATE**

**AGENDA**

**NEW SENATOR ORIENTATION**

**FALL 2016**

**September 1, 2016, 2:00 - 3:00 pm**

**Towner Auditorium - PSY 150**

1. Welcome and Introductions
2. Role of the Senate
3. Senate Structure and Roster
   1. Organizational Chart

* Flow of policies and resolutions
  1. Role of the Executive Committee
     + works as consultative body
     + aims to help flow of information and presentation of policy issues by discussing issues as they come up before they are referred to Academic Senate
     + serves as agenda-making body of the Academic Senate
     + organizes officer elections
  2. Academic Senate website at http://web.csulb.edu/divisions/aa/grad\_undergrad/senate/

(or google “CSULB Academic Senate”)

* Governance Documents, Roster Calendar
* Councils & Committees
* Policies & Resolutions
* Agenda

1. Parliamentary Procedure

Most common procedures:

a. **Motions:** need a second and a majority vote

b. **Amendments:** need a 2nd and a majority vote

c. **Point of order:** you can say this at any time if you want to understand if procedure is being followed appropriately.

d. **Point of clarification:** a privileged motion; can ask at any time.

e. **Call the question:** vote on the motion; if no objection, we just proceed to vote; if there is objection needs 2/3 majority

f. **Motion to adjourn:** our favorite

5.Adjournment