

The De Anza College Academic Senate

21250 Stevens Creek Boulevard

Cupertino, California, 95014

**The De Anza College Academic Senate Election 2019**

If you are interested in running for the following positions:

* Academic Senate President (1-year appt.)
* Part-Time Faculty Representative (2-year appt.)

Please e-mail your candidate statement (300 words max.) to klingmanpaul@deanza.edu by **May 13, 2019**

An online election will be held from **May 20 to May 28**

View position responsibilities on the senate website:

http://www.deanza.edu/gov/academicsenate/

**Duties of the Academic Senate President**

The President serves as the chief executive officer of the Academic Senate and the Executive Committee and as such has the following responsibilities:

• Prepare an agenda for and preside over all meetings of the Academic Senate and Executive Committee

• Supervise all affairs of the Academic Senate

• Execute such plans and policies as the members of the Academic Senate or Executive Committee may have authorized, directed or approved

• Maintain a list of current members of the Executive Committee. Inform Division Deans of the need for division Senators or in the event that Senators miss 4 or more meetings in a quarter

• Attend the following committee meetings

• Board of Trustees

• College Council

• Chancellor's Advisory Committee

• Joint Development Group

• Classified Senate

• Dean's Council

• State Plenary sessions

• Prepare and present for approval to the Executive Committee an annual budget for the Academic Senate at the beginning of each fall quarter

• Make recommendations on behalf of the Academic Senate to the Governing Board with respect to academic and professional matters

• Represent the Academic Senate at District and College functions

• Act as co-chair of the Campus Budget Committee and attend District Budget committee meetings (or assign a designee)

**Duties of Part -time Representative**

• Represent the interests of the part-time faculty

• Attend all meetings of the Executive Committee. Teaching schedules should be such as to allow attendance for the full meeting time. Notify the President when not attending an Executive Committee meeting

• Bring the part -time faculty concerns or recommendations to the Executive Committee

• Communicate to the part-time faculty, on a weekly basis, the discussions and actions of the Executive Committee

• Serve, as needed, on at least one other College or District governance committee

• Assume a leadership position with regard to academic issues within their constituency

• A stipend is paid to the part-time representative