

University of California, Merced

BYLAWS

PART I. MERCED DIVISION

1. FUNCTIONS

The Merced Division is a committee of the Academic Senate. It has authority to:

- Organize, select its own officers and committees, and adopt rules for the conduct of its business;
- Receive and consider reports and recommendations from the Faculties of colleges and schools located wholly or partly on the Merced Campus, from its Divisional committees, from local administrative officers, and from other Divisions;
- Originate and take final action on legislation substantially affecting only the Division;
- Establish Faculties in schools and colleges located wholly on the Merced Campus;
- Transmit directly to the President resolutions on any matter of University concern, with copies to the Assembly of the Academic Senate;
- Initiate Memorials to the Regents; and
- Submit reports and recommendations to the Senate or to the Assembly concerning changes in Senate legislation and such other matters as it may deem appropriate.

2. MEMBERSHIP

A. Members of the Division are:

- The President of the University;
- The Chancellor, Vice Chancellors, Provosts, Deans, Directors of academic programs, the chief admissions officer, Registrar, and University Librarian at Merced;
- All Professors, Professors in Residence, Professors of Clinical, and Acting Professors;
- Associate Professors, Associate Professors in Residence, Associate Professors of Clinical, and Acting Associate Professors;
- Assistant Professors, Assistant Professors in Residence, and Assistant Professors of Clinical;
- Instructors, Instructors in Residence;
- Senior Lecturers with Security of Employment, Senior Lecturers with Potential for Security of Employment, Lecturers with Security of Employment, and Lecturers with Potential for Security of Employment, with full time teaching responsibilities in curricula under the control of the Academic Senate, whose duties lie primarily in Merced; and
- Academic Senate members holding statewide appointments only, and not enrolled in another Division, who choose to enroll in this Division by reporting this choice to the Secretary of the Division.

B. Instructors and Instructors in Residence of less than two years' service have no vote.

C. Membership does not lapse because of leave of absence or transfer to emeritus status.

D. The Committee on Rules and Elections determines whether a person meets the requirements for membership.

3. OFFICERS OF THE DIVISION

A. Chair

Term: The Chair of the Division is appointed by the Committee on Committees to serve for a term of one year beginning with the first day of instruction in the Fall Term. Normally, the Chair succeeds to this office and to Chair of the Divisional Council after having served the previous year as Vice Chair both of the Division and of the Council.

- Duties:*
- Presides at meetings of the Division and of the Divisional Council.
 - Sits, upon invitation or at his or her discretion, without vote, in deliberations of any committee of the Division.
 - Serves, *ex officio*, as a member of the Assembly of the Academic Senate and of the Academic Council, and as Chair of the Divisional Committee on Assembly Representation.
 - Refers matters to the officers or agencies of the Division and of the Administration, as appropriate.

B. Vice Chair

Term: The Vice Chair of the Division and of the Divisional Council is appointed by the Committee on Committees to serve a term of one year beginning with the first day of instruction in the Fall. The Vice Chair will normally succeed to the positions of Chair of the Division and of the Divisional Council.

- Duties:*
- Serves as Chair when the Chair is temporarily unable to serve.
 - Performs such duties as assigned by the Chair of the Division.
 - Sits, upon invitation or at his or her discretion, without vote, in deliberations of any committee of the Division except the Committee on Committees.

C. Secretary/Parliamentarian

Term: The Secretary of the Division is appointed by the Committee on Committees to serve for a term of two years, subject to reappointment, beginning with the first day of instruction in the Fall Semester.

- Duties:*
- Prepares the Call and Minutes for each meeting of the Division in accordance with Senate Bylaws.
 - Assumes the duties of Chair in case of absence of both the Chair and Vice Chair.
 - Performs such duties as assigned by the Chair of the Division.
 - Maintains a complete file for the Senate of minutes, reports, and agendas of all Divisional committees and other Senate agencies.
 - Serves as Parliamentarian

4. DIVISIONAL COUNCIL

A. Composition

The Divisional Council shall be composed of up to fifteen members as follows:

1. The Chair and the Vice Chair of the Division, who are also Chair and Vice Chair of the Divisional Council.
2. Chairs of the following Committees:
 - Academic Planning and Resource Allocation
 - Undergraduate Council
 - Graduate and Research Council
 - Committees
3. At-Large members elected by the Division. There will be one at-large member per hundred Senate members or fraction thereof, to a maximum of nine at-large members.
4. The Secretary of the Division serves as non-voting secretary to the Council.

B. Terms

1. The Chair and Vice Chair shall serve the same terms as their tenure as Chair and Vice Chair of the Division.
2. Committee Chairs, *ex officio*, normally will serve the same term as the tenure of their Chairs. A Committee Chair may designate the Vice Chair of that Committee to serve in his or her stead on the Divisional Council (with approval of the Committee on Committees) for a period of one year.
3. At-Large members will serve one- or two-year terms. In order to stagger the terms of service of the at-large members, Divisional Council will specify the number of one- and two-year positions to be filled by election each year.
4. At-Large members shall be elected in the same manner and at the same time as members of the Committee on Committees. When candidates are to be elected for both one- and two-year terms, those with larger numbers of votes shall receive two-year terms.
5. Terms begin on the first day of instruction of the Fall term, unless otherwise designated in Divisional legislation.
6. A partial term counts as a full term.
7. A vacancy occurring between regular elections is filled by the Committee on Committees.

C. Duties

The Divisional Council has the following responsibilities and authority:

1. Proposes legislation as needed.
2. Acts on behalf of the Division on matters other than legislative matters retained by the Division.
3. With the advice of the Committee on Academic Planning and Resource Allocation, the Graduate and Research Council and the Undergraduate Council, makes recommendations to the Chancellor on the establishment and disestablishment of colleges, schools, departments, institutes, bureaus, Organized Research Units and the like.
4. Receives and distributes to the appropriate agency or agencies reports from Standing and Special Committees of the Division and from academic program and Organized Research

Unit review committees. Forwards the formal advice of Standing Committees to the Chancellor.

5. Coordinates activities of Divisional Standing and Special Committees.
6. Proposes and approves establishment of Special Committees and task forces.
7. Places items it considers routine on a Consent Calendar to be submitted to a meeting of the Division. Should the meeting not attain a quorum, the Consent Calendar would be taken as approved.
8. Informs members of the Division of its agenda and actions by regularly circulated reports, public forums, Divisional newsletter, or other appropriate channels.
9. May order a ballot by mail, in the event that a quorum was not achieved at a Divisional meeting on any matter, including legislation, that was presented in the Notice for that meeting.
10. Reports to the Division from time to time on matters of University and Faculty welfare not assigned to other committees, including administrative practices.
11. Studies and reports upon any conditions within or without the University which, in its judgment, may affect the academic freedom of the University, with particular reference to the acceptance of positions and resignations from positions in the University, and to the reputation of the University and of individual members of its faculty.
12. Sets the size of committees not otherwise specified in these bylaws.

5. MEETINGS

A. Regular

- The Division holds two regular meetings each academic year, one early in the Fall term and the other in the Spring when the Divisional Council presents its State of the Campus Message. The Chair and the Secretary arrange the schedule of regular meetings.
- The call to a Regular Meeting must be sent to all members of the Division at least fourteen days of instruction prior to the meeting.

B. Special

- A Special Meeting of the Division may be called by the Chair. Upon written request of seven voting members a Special Meeting must be called by the Chair or, in his or her absence or disability, by the Vice Chair.
- The call to a Special Meeting must be sent to all members of the Division at least five days of instruction prior to the meeting.

C. Emergency

- With the concurrence of a majority of the Divisional Council, an Emergency Meeting may be called by the Chair or, in his or her absence or disability, by the Vice Chair.
- The call to an Emergency meeting must be sent to all members of the Division at least 48 hours prior to the meeting.

6. QUORUM

The lesser of forty percent or fifty voting members of the Division are required for a quorum.

PART II. COMMITTEES

1. APPOINTMENT AND TERM

A. Appointment

- Unless these Bylaws specify otherwise, the Committee on Committees appoints all committees of the Division and designates their chairs and vice chairs.
- It may also appoint a panel of alternates (prescribing their order of priority) to serve whenever a regular member is temporarily unable to serve.
- All appointments by the Committee on Committees are subject to confirmation by the Divisional Council.

B. Term

- Committees are appointed each year to serve for a term of one year, beginning with the first day of instruction of the Fall term, unless otherwise specified. To assist committees with continuity of expertise, reappointment of individuals for a second year will be given strong consideration by the Committee on Committees.
- The Vice Chair of each committee that has such a position will normally succeed to the position of Chair in the following year. Thus, the Committee on Committees will normally appoint a new Vice Chair for each committee each year.

2. GENERAL FUNCTIONS AND RESPONSIBILITIES; COMPOSITION

A. General Functions and Responsibilities

- Committees may make such studies and recommendations as they deem appropriate, consistent with their original charge.
- Members of the Division have the right to be heard by appropriate Divisional Committees.
- Each Committee is responsible to the Division and has the obligation to report its actions to the Division, but has the right to report concurrently to the Assembly of the Academic Senate.
- Committees may make recommendations and render service to the President, the Chancellor, other administrative officers, and individual members of the Division, reporting their recommendations to the Division when such reporting is consistent with the original charge to the committee and is in the best interest of the University.
- Committees may adopt rules for the conduct of their business consistent with the Bylaws and Regulations of the Division.
- Councils may appoint committees from within their membership and may delegate any part of their responsibility to such committees; however, any Senate member may appeal a decision of such a committee to the Council that created it.

B. Classification of Committees

Standing Committees of the Merced Division of the Academic Senate are divided into two categories:

- Committees on Faculty and Senate Affairs, without student members;
- Committees on Educational Affairs, with student members.

C. Composition of Committees

1. Committees on Faculty and Senate Affairs

Membership: These Committees shall be composed solely of Senate members

- Assembly Representation
- Academic Personnel
- Committees
- Privilege and Tenure
- Divisional Council
- Rules and Elections

2. Committees on Educational Affairs

a. Composition: These Committees shall be composed of faculty members appointed from the Merced Division by the Committee on Committees, unless otherwise provided for in these Bylaws, and shall include student members:

- Academic Planning and Resource Allocation
- Undergraduate Council
- Graduate and Research Council

b. Student Selection, Appointment, and Participation

1. Student members shall be eligible to serve on all standing sub-committees of those Committees listed in Bylaw II.2.C.2.a.
2. Student representatives shall be appointed by the appropriate undergraduate and graduate student government organizations. Their seating is subject to ratification by the Committee on Committees. Failure of the student organization(s) to provide appointee(s) shall not interfere with the ongoing functioning of the Merced divisional committees.
3. Student representatives on committees have the right to participate in committee deliberations but do not have voting privileges. On all formal votes in such committees, the student opinions will be recorded and reported separately.

D. Correspondence with Standing Committees of the Academic Senate (see Senate Bylaw 325)

- Academic Personnel, Committees, and Privilege and Tenure correspond to the Assembly committees of the same names.
- Rules and Elections corresponds to the Assembly committee on Rules and Jurisdiction.
- Academic Planning and Resource Allocation corresponds to the Assembly committee on Planning and Budget.
- Undergraduate Council corresponds to the Assembly committees on Board on Admissions and Relations with Schools, Educational Policy, International Education,

Preparatory Education, Undergraduate Scholarships, Honors, and Prizes, and University Extension (undergraduate programs).

- Graduate and Research Council corresponds to the Assembly committees on Graduate Affairs, Research Policy, Library, and University Extension (graduate programs).
- Divisional Council corresponds to all other Standing Committees of the Assembly.

3. LIST OF STANDING COMMITTEES ON FACULTY AND SENATE AFFAIRS: THEIR POWERS AND DUTIES

These Committees are composed solely of Senate members.

A. Assembly Representation

Membership: This Committee consists of:

- Chair of the Division, who is its Chair;
- Those other members of the Division who are *ex officio* members of the Assembly of the Academic Senate;
- Appointed Divisional representatives to the Assembly (as prescribed in Senate Bylaw 105.A.4) appointed for two-year terms, at least half of whom shall be elected members of the Divisional Council; and
- Three alternate Divisional Representatives, designated by the Division Chair to serve in the absence of a regular Representative (Legislative Ruling 4.71).

B. Academic Personnel

Membership: This Committee has at least seven members. Until the Merced Division has 100 members, members of this committee may be members of other Divisions of the Senate.

Term: Its term of office begins on July 1.

Duties: It represents the Division in all matters relating to appointments and promotions and makes recommendations to the Chancellor on appointments, promotions, salaries, and other matters related to the quality of the faculty.

C. Committees

1. Membership

- This Committee has one member for each ten Senate members or fraction thereof up to eight elected members.
- It chooses its own Chair.

Duties:

- Appoints the Chair, Vice Chair, and Secretary/Parliamentarian of the Division; all other Standing Committees; Special Committees as the Division may direct; and nominees for appointment to administrative committees when called upon by the Chancellor.

- Solicits and ratifies nominations of student members to Committees on Educational Affairs from the appropriate undergraduate and/or graduate student government organizations.
2. Election of Committee Members
 - Members are elected each year to serve for two years beginning the first day of instruction in the Fall.
 - The Committee is elected by mail ballot conducted in accordance with Senate Bylaws.
 3. Notice of Election
 - Not fewer than 30 days of instruction prior to the election, the Secretary must mail to each voting member of the Division a Notice of the Election.
 4. Nominating Petitions
 - Nominating Petitions must be filed with the Secretary within 10 days of instruction following mailing of the Notice of Election.
 - A Nominating Petition must be signed by 3 voting members of the Division, and must state the school affiliation of the nominee and nominators. Once the Division reaches a total of 100 members, signatures of 5 voting members are required for each nomination.
 - The nominee must certify willingness to serve if elected.
 5. Ballots
 - At least 10 days of instruction before the Election, the Secretary must provide to each voter, either by mail or electronically, a list of all nominees, stating their nominators and school affiliation of each.
 - The list of nominees must be accompanied by a ballot listing the nominees alphabetically. In the case of mail ballots, each voter must receive a plain envelope in which to enclose the marked ballot, and a further envelope addressed to the Secretary to be used for return of the sealed ballot. The envelope addressed to the Secretary must have a space for the signature of the voter. For electronic voting, the Secretary must utilize a system that verifies each voter's identity and maintains security. Each voter must be provided access to this system at least 10 days of instruction before the Election.
 - The voter must be notified that:
 - All ballots must be returned to the Secretary no later than the date of election;
 - A ballot is invalid if more names are marked than there are vacancies to be filled, or, in the case of mail ballots, if the ballot lacks the signature of the voter in the space provided on the return envelope;
 - A voter who spoils a paper ballot may, by tearing it across once and returning it to the Secretary, obtain another.
 - Throughout these Bylaws the term "mail ballot" shall denote either a mail or an electronic ballot and the term "mail" shall denote either postal or electronic mail.

6. Voting

- Candidates receiving votes on at least 35% of the valid returned ballots are to be declared elected.
- If more candidates receive votes on at least 35% of the valid ballots cast than there are vacancies to be filled, those having the highest percentage are to be declared elected.
- If fewer candidates receive votes on at least 35% of the valid ballots cast than there are vacancies, a second mail ballot must be taken. It must list the nominees not elected but receiving the highest percentage on the first ballot, but not to exceed twice the number of remaining vacancies.
- Those receiving the highest percentage on the second ballot are to be declared elected for such vacancies as exist. A tie for the last vacancy is broken by lot.

7. Vacancies

- When a vacancy in its own membership occurs, the Committee, subject to confirmation by the Divisional Council, may appoint a member of the Division to serve the unexpired part of the term.
- In filling a vacancy, the Committee is instructed to give consideration to nominees not elected but receiving the highest vote in the immediately preceding election.

D. Privilege and Tenure

Membership: This Committee has five members who may be members of any Division of the Academic Senate.

- Duties:*
- This Committee takes cognizance of all matters affecting the privilege or tenure of officers of instruction of the Division.
 - The principles and procedures governing its conduct are set forth in Senate Bylaws 334, 335, 336, and 337.

E. Rules and Elections

Membership: This Committee consists of at least three Senate members. The Secretary of the Division shall serve as chair of this committee.

Duties:

- a. This Committee prepares and reports to the Division, or to any of its Faculties, such changes and additions to their Bylaws and Regulations as it deems advisable;
 - Formally supervises all changes and additions to the Bylaws and Regulations proposed by other committees or by individuals;
 - Edits and publishes the Manual of the Merced Division at such intervals as it deems expedient; and
 - Determines whether a person meets the conditions for membership in the Division.
- b. By vote of the Division, issues of interpretation of Divisional legislation may be referred to this Committee for decision and report.

- Such decisions are subject to review by the Division, either when the report is made or on petition signed by twenty-five voting members of the Division. The final date for filing such petition is ten days after the minutes of the Division reporting the decision are placed in the mail.
- If the Division disapproves the report of the Committee, the Committee must at once draft legislation which expresses the intent of the Division.
- This Committee supervises all elections of the Division, and voting on propositions submitted to the Division by mail ballot.
- Unless otherwise specified in these Bylaws, election is by a plurality of votes cast.

4. LIST OF STANDING COMMITTEES ON EDUCATIONAL AFFAIRS: THEIR POWERS AND DUTIES

These committees include Senate and student members. Student members are appointed, and shall serve, in accordance with provisions of Bylaw II.2.C.2.

A. Academic Planning And Resource Allocation

Membership: This Committee has at least six members: a Chair, a Vice Chair, the Vice Chair of the Division, the Chairs of the Undergraduate Council and the Graduate and Research Council, and a student member.

Duties

- Confers with and advises the Chancellor on policy regarding academic and physical planning, budget, and resource allocation, both annual and long range.
- Initiates studies in planning and budget matters, and if necessary to accomplish the study, authorizes establishment of ad hoc committees.
- Maintains liaison with other Committees of the Division on matters relating to budget and planning.
- Reports regularly to the Divisional Council and to the Division.

B. Undergraduate Council

Membership: This Committee consists of at least five Senate members, one student member, and the Vice Chancellor of Student Affairs (*ex officio*, non-voting.)

Duties

- Considers and reports upon matters involving questions of educational policy, admissions, and enrollment.
- Exercises in the Division responsibilities regarding preparatory education that are assigned by the systemwide Senate Committee on Preparatory Education and by the Division.
- Provides guidance, advice, and supervision regarding all academic matters related to the Education Abroad Program, including student selection, selection of Study Center Directors, and reviews of Study Centers.
- Nominates members of the Faculty to receive Distinguished Teaching Awards and other awards as appropriate.

- Initiates, receives, and funds proposals for instructional improvement and development.
- Recommends to the President, through the Chancellor, award of such undergraduate scholarships as are restricted to students on the Merced Campus.
- Determines criteria for award of undergraduate honors and Honors with the Bachelor's Degree.
- Recommends to the Chancellor policies related to the awarding of all undergraduate financial aid on the Merced campus.
- Reviews, coordinates, and takes final action on all matters relating to courses of instruction, including approval of new courses and modification, withdrawal, conduct, credit valuation, and classification of existing courses. Consults with and advises departments and individual members of the Division on courses of instruction.
- Approves, on behalf of the Division, proposals from Schools and Colleges for undergraduate majors, minors, and certificates.
- Acts on behalf of the Division in reviewing recommendations from the Colleges and Schools concerning the award of undergraduate degrees, certificates, and honors (see Bylaw IV).

With respect to undergraduate programs in University Extension:

- Advises the Chancellor and the Dean of University Extension on any matters referred to the Committee or initiated by it, concerning the functions and the educational and related budgetary and personnel policies of University Extension.
- Advises the Dean of University Extension and the departments, schools, and Colleges with respect to:
 - Establishment and discontinuance of Extension programs;
 - Criteria for appointment and retention of Extension teaching staff;
 - Policy on acceptance of extramural support for Extension programs.
- Advises the administration on personnel matters, providing performance reviews and appraisals when appropriate.
- Coordinates, in such respects as it deems advisable, the relations of University Extension with the Division.

C. Graduate and Research Council

Membership: This Committee consists of at least three Senate members, one graduate student member, and the Dean of the Graduate Division (*ex officio*, non-voting).

Duties:

- Exercises administrative and coordinating functions in the Graduate Division at Merced in accordance with Senate Bylaw 330.
- Makes recommendations to the Chancellor concerning applications by members of the Division for research grants and for travel expenses to attend meetings of learned societies.
- Represents the Division in all matters relating to the review of Organized Research Units.
- Advises the Chancellor in matters relating to research policy.
- Advises the Chancellor regarding administration of the Library.

- Acts on behalf of the Division in reviewing recommendations from the Graduate School concerning the award of graduate degrees, certificates, and honors (see Bylaw IV).

With respect to graduate programs in University Extension:

- Advises the Dean of University Extension and the departments, schools, and Colleges with respect to:
 - Establishment and discontinuance of Extension programs;
 - Criteria for appointment and retention of Extension teaching staff.

PART III. FACULTIES

1. GENERAL FUNCTIONS AND POWERS

A. Faculty Government: Each Faculty conducts the government of its School, subject to the following limitations:

- A Faculty is a committee of the Division, is responsible to the Division, and may from time to time be instructed by the Division.
- A Faculty may adopt Bylaws and Regulations consistent with the Bylaws and Regulations of the Division, which are submitted as an informational item to the Division and printed as an Appendix to the Merced Division Manual.
- A Faculty selects its officers, except for the executive officers of the School, who are administrative appointees.
- A Faculty may delegate its authority to committees or to its officers.
- Instructors of less than 2 years' service have no vote (Senate Bylaw 55).

B. Faculty Powers

- Graduate study and higher degrees are subject to the rules and coordinating powers of the Graduate Council.
- A Faculty is not responsible for student discipline.
- A Faculty may recommend to the Division amendments of the Bylaws and Regulations.

2. LIST OF FACULTIES AND THEIR MEMBERSHIP

A. The Faculties of Merced are:

- School of Engineering
- School of Natural Sciences
- School of Social Science, Humanities and Arts
- College One

B. Faculty Membership:

1. The members of the Faculties of Engineering, Natural Sciences, and Social Sciences, Humanities and Arts are the members of the Merced Division who hold appointments in the corresponding Schools.
2. In addition, the following are *ex officio* members of the Faculty of each School:
 - The President of the University
 - The Chancellor at Merced
 - The Executive Vice Chancellor and Provost
 - The Dean of the School
3. The members of the Faculty of College One are all of the members of the Faculties of Engineering, Natural Sciences, and Social Sciences, Humanities and Arts.

PART IV. DEGREES

DEGREES, CERTIFICATES, HONORS

- The Division delegates to the Undergraduate Council its authority to recommend to the Chancellor at Merced, for transmittal to the President of the University, candidates for Undergraduate Degrees, Certificates, and Honors. The Division delegates to the Graduate and Research Council its authority to recommend to the Chancellor at Merced, for transmittal to the President of the University, candidates for Graduate Degrees, Certificates, and Honors.
- In its review of doubtful cases, the Council shall consult with the recommending officer.
- After forwarding its recommendations, the Council shall report such action at the next regular meeting of the Division.

PART V. LEGISLATIVE BUSINESS

1. VOTING REQUIREMENTS

- Enactment, amendment or repeal of the Bylaws requires a two-thirds vote of those present and voting at a meeting of the Division or of those voting by mail ballot.
- Modification of Regulations requires approval of a majority of those present and voting or of those voting by mail ballot.
- All other business requires a majority of the votes cast.
- Abstentions will not count in the calculation of the two-thirds vote required for approval of Bylaws or the majority necessary to pass Regulations, or modification of either.

2. MAIL BALLOT

A mail ballot must be held on any issue, including modification of legislation, if a majority of the voting members present at a meeting of the Division so orders. Mail ballots are held in accordance with Senate Bylaws 95 and 340.

3. PRIOR NOTICE

- A. Legislative Changes: The full text of proposed modification of Divisional or Senate legislation that is to be acted on at a meeting of the Division must be sent at least seven calendar days prior to the meeting.
- B. Business Not Noticed
1. At a Regular Meeting, the Division may take up any other business, except legislation as noted in Bylaw V.3.A above, whether or not noticed in the call to meeting. But, if not so noticed, such business can be acted upon finally only after members present have consented so to act by two-thirds of the votes cast.
 2. At a Special or Emergency Meeting, Business Not Noticed in the call to meeting can be taken up only after unanimous consent, and can be acted upon finally only after members present have consented so to act by two-thirds of the votes cast.

4. PARLIAMENTARY AUTHORITY

Questions of order not covered by legislation are governed by the “Sturgis Standard Code of Parliamentary Procedure” for all rules of order except that of *division of a Question* in matters that are not covered by Senate legislation. For the *division of a Question*, Robert’s Rules of Order should apply.

5. CONSENT CALENDAR

- Those items of business which the Chair and the Vice Chair of the Division deem to be non-controversial may be placed on a Consent Calendar printed in the Notice of Meeting under Special Orders.
- Approval of all business on the Consent Calendar requires a single unanimous vote. If there is objection to any item on the Consent Calendar, it is thereby removed and becomes the subject of New Business.

6. DEFINITIONS (from the Bylaws of the Academic Senate)

- The term "modification of legislation" means enactment of new legislation and amendment or repeal of existing legislation.
- The term "legislation" denotes only Bylaws and Regulations of Senate agencies.
- The term "memorial" designates a declaration or petition addressed to the President for transmission to the Regents.
- The term "resolution" designates a declaration or petition to the President not intended for transmission to the Regents.
- The term "legislative agency" denotes only:
 - The Assembly of the Academic Senate;
 - A Division of the Academic Senate;
 - An assembly of the Division.

PART VI. BUDGET

DIVISIONAL BUDGET

When requested, the Chair of the Division submits an annual budget to the Chancellor to support the work of the Division.