

Resolution to Develop A Process for Proposing, Adopting, Organizing and Archiving Resolutions,
No. 03-04-1

WHEREAS during the 2002-2003 academic year, the Academic Senate of Palo Verde College resumed the process of formalizing policy decisions in the form of resolutions; and

WHEREAS the Academic Senate, with consent of its faculty members, decided to continue the practice of adopting formal resolutions on matters of significant organizational and policy matters; and

WHEREAS a process of proposing, adopting, organizing and archiving resolutions is needed and desired by faculty,

THEREFORE, IT IS RESOLVED that the resolution process shall be continued and that

- A. Resolutions shall be presented for a First Reading before any official meeting of the Academic Senate. After a First Reading, Resolutions shall be presented for a Second Reading at a subsequent meeting of the Academic Senate and shall then be adopted subject to approval of a majority of members in attendance provided a quorum is present.
- B. A numbering system shall be implemented and shall be retroactive to the 2002-2003 academic year. Each resolution shall be identified by a descriptive title, academic year in which the resolution was passed, and a number signifying the order in which the resolution was passed during the academic year.

Example: "Establishment of the Palo Verde College Academic Scholarship Fund, No. 02-03-1" identifies the first resolution passed in the 2002-03 academic year.

- C. Resolutions adopted by the Academic Senate shall be made a part of the official records of the Academic Senate along with by-laws, agendas, minutes and other official documents and shall be archived and stored in the College Library and shall be accessible to Academic Senate faculty members.

Motion to Approve Resolution by: Jana Carter
Motion seconded by: Robert Robertson
Approved by vote: Motion carried.
Recording secretary: Vicki Attaway

Date: September 23, 2003



Brian Thieboux, President
Palo Verde College Academic Senate