



## Updating the Bylaws to Create an Interruption Statement and Add Clarity to Procedures

**RES 242528**

FAC

**RESOLVED:** The Academic Senate adopts the revisions to Section 1: Governance of Academic Senate Meetings, as a revision to the Academic Senate Bylaws.

**RESOLVED:** The Academic Senate reads the proposed Interruption Statement at the first Academic Senate meeting of each semester and includes a link to the Interruption Statement in the Academic Senate meeting agendas.

**RATIONALE:** The ASCSU, California Faculty Association, Faculty Senate of California State University, Sacramento, and others include interruption statements. Interruption statements are used to bring an issue of bias to the Senate's attention.

The revisions to Section 1 of the Bylaws include recognized priorities for motions, including privileged motions (first priority) and other motions (second priority), with some guidance and clarity for the use of different types of motions. This is meant to enhance consistency and understanding of the Academic Senate's procedures. Although several motions are considered standard as part of Robert's Rules of Order (e.g., move to amend, call the question, etc.), others may not be considered as universal (e.g., Point of Interruption).

**ACKNOWLEDGEMENTS:** AS-3551-21/FA/AEDI (Rev) from the Academic Senate of the California State University (Establishing an Interruption Practice for the ASCSU) and the Senator Information Guide (2023-2024 Academic Year) from the Faculty Senate of California State University, Sacramento, were used as the basis for the proposed updates Bylaws. We are grateful to our colleagues on this and other Academic Senates, as well as our colleagues on prior senate bodies (e.g., graduate and professional student senates).

### **Attachments:**

- A. Updated Bylaws (Section 1)
- B. Interruption Statement
- C. AS-3551-21/FA/AEDI - Establishing an Interruption Practice for the ASCSU
- D. [Senator Information Guide \(California State University, Sacramento\)](#)

**Distribution List:**

President  
Provost and VP for Academic Affairs  
Academic Senate  
College Deans  
College Associate Deans  
Department Chairs  
General Faculty

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Approved by the Academic Senate: May 1, 2025

Sent to the President: May 13, 2025

President Approved: May 28, 2025

## Attachment A – Updated Bylaws (Section 1)

### SECTION I: GOVERNANCE OF ACADEMIC SENATE MEETINGS

A. Robert's Rules of Order, Latest Edition, shall govern the conduct of the meetings of the Academic Senate except insofar as the Bylaws may make express provision to the contrary.

**B. The Academic Senate recognizes the following priorities for motions. For top priority motions, a member can interrupt the current speaker to make the motion to ask the Chair to be recognized.**

**1. Top Priority: Privileged Motions**

- a. Point of Order
- b. Point of Information, or Clarification
- c. Point of Privilege
- d. Point of Personal Privilege
- e. Point of Interruption

**2. Second Priority**

- a. Move to amend
- b. Move a substitute motion
- c. Move to divide (Division of the Question)
- d. Move to consider ad seratium (i.e., one after the other)
- e. Move to refer (e.g., back to a committee)
- f. Add an item to the agenda
- g. Move to adjourn – non-debatable (requires a simple majority)
- h. Move to table (or “lay on the table”) – non-debatable (requires a simple majority)
- i. Move to postpone (to a specific time, or indefinitely) – debatable
- j. Challenge ruling of the Chair (Debatable, but only as to whether to sustain the Chair’s ruling, not the issue ruled upon)
- k. Call the Question/Move the Previous Question
  - ii. To force a vote on an item (i. e., bring about a vote when there are still names on the speaker’s list), a member must first be recognized by the Chair (usually by rising to the top of the speaker’s list) and then move to close debate (or “move the previous question.”) This is non-debatable and requires a 2/3 vote

C. The Senate Chair may appoint an Academic Senate Parliamentarian.

D. Normally, all members shall attend all scheduled meetings of the Academic Senate. The presence of a majority of the voting members of the Academic Senate shall constitute a quorum.

E. By the second meeting of the academic year, each member shall designate an alternate who may substitute for that member when the member must be absent. A member may be represented by an alternate at no more than five meetings. Proxies are not permitted. A member who does not attend or have an alternate attend, without excuse or notification, three consecutive meetings of the Academic Senate will be replaced by an election conducted by the appropriate constituency.

F. All meetings of the Academic Senate shall be open with the provision that the Senate may, by a two-thirds vote, go into closed session to consider matters which are required to be held confidential (such as appointments, recommendations concerning the naming of campus facilities, or other similar items) or to maintain order.

## **Attachment B – Interruption Statement**

*The following interruption statement shall be read at the first Academic Senate meeting of each semester.*

As part of our ongoing commitment to fostering an environment where equity, inclusion, and social justice can thrive, we affirm the importance of addressing harmful narratives or behaviors when they arise. If we encounter instances of bias (including, but not limited to, racism, ethnocentrism, ableism, ageism, sexism, cisheteronormativity), whether in our meetings or as we conduct our work, we will speak up. This may involve respectfully interrupting to bring attention to the issue. We will do so with kindness, care, and a spirit of mutual respect. We also commit to responding thoughtfully to such interruptions, recognizing that systems of inequity often intersect and impact people in complex ways.