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**CALIFORNIA STATE UNIVERSITY, LONG BEACH**  
**CONSTITUTION OF THE COLLEGE OF HEALTH AND HUMAN SERVICES**

**PREAMBLE**

In conformance with the appropriate rules and regulations of California State University, Long Beach (CSULB), we, the voting faculty of the College of Health and Human Services (CHHS) adopt this Constitution, and any bylaws made pursuant to its terms, to promote, through orderly and equitable internal governance, an environment for CHHS faculty, staff, and students, which is conducive to the achievement of academic excellence and academic freedom. Accordingly, this Constitution sets forth the methods for developing CHHS programs, policies, and

40 E. A nontenure-track appointment as a full-time or part-time lecturer in a school,  
41 CHHS election department, or program housed within the College during the semester(s) in which a  
42 lecturer has a workload assignment of 1 or more weighted teaching units (WTUs).

43 Section 2: Effect of Leave on Membership

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45 Membership in the faculty as defined in section 1.1 shall not lapse because of a sabbatical  
46 or leave of absence, whether paid or unpaid.

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48 Section 3: Voting Privileges

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50 A. Faculty members with academic appointments identified in section 1.1, subsections A,  
51 B, or C, including those holding joint-appointments in the CHHS and another college  
52 within CSULB, shall enjoy voting privileges in CHHS elections, as well as within their  
53 respective CHHS schools, departments, or programs.

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55 B. Faculty members with academic appointments identified in section 1.1, subsection D  
56 (FERP), shall enjoy the limited voting privileges conferred upon them by either the  
57 Collective Bargaining Agreement or by applicable CSULB policies.

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59 C. Lecturers, whether full-time or part-time, enjoy voting privileges in CHHS elections for  
60 lecturer representation on the University Academic Senate. Lecturers also enjoy voting  
61 privileges in CHHS elections for lecturer representatives on any CHHS committees on  
62 which there are designated lecturer positions. Lecturers do not have any other voting  
63 privileges in the CHHS unless limited voting rights are specifically conferred upon  
64 them either by the Collective Bargaining Agreement or by a CSULB Academic Senate



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The Dean is responsible for hiring all other staff who will be employed in the CHHS





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Section 3: Responsibilities

- A. Because the Faculty Council serves as both an advisory body to the Dean and as the deliberative body for policy matters affecting the College as a whole, the Faculty Council shall review all policy matters potentially impacting the College faculty, students, and staff, as well as curriculum matters that affect the College as whole. In carrying out this responsibility, the Faculty Council should gather feedback from relevant constituencies (including the Council of Chairs, if applicable),

251 Section 4: Executive Board  
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A. The Executive Board of



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- C. The first Faculty Council meeting of each new semester should occur no later than the second week of the semester.
- D. A quorum of the Faculty Council is necessary to conduct business. A quorum consists of a simple majority of the number of representatives on the Faculty Council. If a quorum is not achieved at any given meeting, those in attendance may conduct a working session, but no votes may occur until a quorum is reached either later in that meeting or at the next scheduled meeting of the Council.
- E. In addition to the power of the Chair to convene a meeting of the Faculty Council as specified in Section 4(B)(2) of this Article, the Chair shall convene a meeting of the Faculty Council within five (5) working days of receiving a written request for such a meeting signed by three or more Faculty Council members.

Section 600091239.5ies

- A. All actions taken by the Faculty Council shall be published in its official minutes.
- B. Actions taken by and published in the minutes of the Faculty Council may be challenged in writing by the Dean or by a signed petition of at least five percent (5%) of the voting faculty as defined in Article I, Sections 3(A) and 3(B).
  - 1) Challenges must be made within five (5) working days of the date the minutes were

334 ARTICLE V: COMMITTEES

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336 Section 1: Standing Committees

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338 A. The CHHS will have the following standing committees:

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340 1) Awards and Scholarship Committee;
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342 2) Faculty Development Committee;
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344 3) Grade Appeals Committee;
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346 4) Graduate Advisors Council;
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348 5) Professional Leave Committee;
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350 6) Research Committee
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352 7) Reappointment, Tenure, and Promotion Committee; and
- 353  
354 8) Undergraduate Educational Policies Committee.

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356 B. The CHHS Faculty Council shall draft a set of bylaws (or an official set of policies and  
357 procedures), which sets forth provisions for the effective operation of all standing  
358 committees.

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360 C. The Office of the Dean shall maintain records that identify the current membership of  
361 all standing committees.

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363 Section 2: Ad-Hoc Committees

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365 A. Both the Dean and the Faculty Council have the right to appoint ad-hoc committees.

366 The reason(s) for the appointment of any ad-hoc committee, however, shall be  
367 reviewed by both the Dean and the Faculty Council prior to the ad-hoc committee being

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review, and the people conducting any such review. These records shall be reviewed by the Council of Chairs and Directors and the Faculty Council at least once per year.

383 ARTICLE VI: RATIFICATION AND AMENDMENTS

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385 Section 1: Ratification

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387 This Constitution shall become effective upon ratification by a majority of valid secret  
388 ballots cast by the voting faculty of the CHHS as defined in Article I, Sections 3(A), and  
389 3(B), and upon approval by the Dean and the Provost.

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391 Section 2: Amendments

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393 A. Proposals to amend this Constitution may be initiated in writing by the Dean, a majority  
vote of the Council of Chair