

University Senate

University Senate Norms & Expectations Summary

Norms: Familiar ways of interacting within the Senate¹

The purpose of the Senate is to address important campus issues and create policy to support and strengthen the institution.

Senators and guests as part of the campus community should model appropriate behavior in this representative body.

We will ask questions to clarify understanding.

Our feedback is meant to be constructive and solution-oriented.

Though we may disagree, our conversations will be collegial and focused on the issues. We will not direct criticism towards an individual or groups, nor will we allow ad hominem attacks within the Senate.

The chair will acknowledge the concerns of speakers who come to the open forum and follow up with them.

We will use *just enough* [Parliamentary Procedure](#) to keep the meetings running, but will depend primarily on mutual respect to ensure order, and use the parliamentary rules only when necessary.

We will build time for questions into the agenda. If we run out of time, the next agenda item will be allocated to allow for questions to be asked and answered.

Expectations: Desired behaviors and Outcomes¹

Start from a position of gratitude with each other.

Assume others have the best intentions, and everyone wants Cal Poly Humboldt to excel.

Be open to other people's perspectives and aware that they may have a different lived experience than you.

Listen intently, think before speaking, and ask yourself, "How can I add value to this space?"

Avoid: hyperbole, personal attacks, and hostility. Grant each of us the grace you wish to be granted, even on your worst day.

Be aware of your positionality, be conscious of who you are speaking to, and how your words might be heard differently by different people.

Maintain a healthy dose of humility of all flavors (intellectual, cultural, etc.)

Rules: Written Expectations for Guests and Senators^{1,2}

Any member of the University community may attend a meeting of the Senate.

Persons not members of the Senate who are attending a meeting may be granted the privilege of the floor by unanimous consent of the Senate or by being yielded the floor by a member of the Senate.

Guest speakers may be invited to address the Senate by action of the Executive Committee or by majority vote of the Senate.

The University Senate is a public meeting, and all are welcome to attend; however, to ensure the timely completion of business, the agenda will be upheld, and procedures will be followed.

Any guest or senator may speak during the open forum for up to three minutes; however, to maintain the completion of timely business, a speaker shall be cut off after their time has elapsed.

All discussions, speeches, inquiries, and voting records will be made publicly available in the meeting minutes, with the exception of the Executive Session.

If interruptions to our meeting occur, we will act with compassion to uphold free speech, but may recess briefly if necessary to organize, recuperate, and carry on with business in a timely way.

¹ Evertson, C., Poole, I., & the IRIS Center, (2003), *Establishing classroom norms and expectations*, Retrieved from https://iris.peabody.vanderbilt.edu/wp-content/uploads/pdf_case_studies/ics_norms.pdf

². University Senate Bylaws and Rules of Procedures