



SANTA MONICA COLLEGE  
ACADEMIC  
SENATE

July 30, 2014

Dear Colleagues:

The past five years the Academic Senate has requested your financial support in the form of Senate dues. The faculty has been very generous in its support and that support has been put to good use. Your contributions have helped support such things as Senate retreats, various Senate faculty workshops, committee meetings, retirement and recognition events, speakers, and much more.

We are happy to report that the Santa Monica College Academic Senate is strong and financially viable. We write to you today to ask that you continue your financial support of the Senate. **If you have been contributing through payroll deduction and want to continue your support, we want to thank you. You do not need to do anything. If you are *not* enrolled, we hope that you will choose to do so. Specifically, we ask that you voluntarily contribute \$50 per year (\$5 per month over 10 months).**

Your support will help sustain and enhance the continuing work of the Academic Senate. A strong and independent SMC Academic Senate is essential to the work we do as faculty members. Established in Title 5 regulations, the Academic Senate's primary function is to make recommendations with respect to the following academic and professional matters:

1. Curriculum, including establishing prerequisites and placing courses within disciplines
2. Degree & Certificate requirements
3. Grading policies
4. Educational program development
5. Standards or policies regarding student preparation and success
6. District and college governance structures, as related to faculty roles
7. Faculty roles and involvement accreditation processes, including self-study and annual reports
8. Policies for faculty professional development activities
9. Processes for program review
10. Processes for institutional planning and budget development
11. Other academic and professional matters as mutually agreed upon between the governing board and the Academic Senate

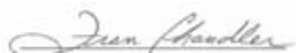
With your help the SMC Academic Senate will remain a strong and independent representative voice for all faculty members.

Again, **thank you to those of you who have given and continue to give dues**, providing financial support for the Academic Senate. **If you have not contributed voluntary dues, please consider doing so.** We have enclosed a payroll deduction enrollment form along with a convenient self-addressed envelope for mailing. Please join us and support your Senate today. Feel free to contact any member of your Senate if you have questions.

Most sincerely,



Eve Adler  
President  
Academic Senate



Fran Chandler  
President-Elect  
Academic Senate



**Santa Monica College Academic Senate Dues**  
\$5/Month (for 10 Months)

**You may authorize a payroll deduction by completing this form and placing it in the envelope provided.**

**I hereby authorize Santa Monica Community College District to deduct the following amount to be disbursed to the SMC Academic Senate:**

\_\_\_\_\_ \$5 per month (10 months per year), **OR** other: \$ \_\_\_\_\_ per month (10 months per year)

**Name** \_\_\_\_\_ **Dept** \_\_\_\_\_ **Ext** \_\_\_\_\_

**Social Security Number (required by Payroll)** \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**OR:**

You may send a yearly check in the amount of **\$50, payable to: SMC Academic Senate**  
**Mail to:** Santa Monica College Academic Senate, 1900 Pico Blvd, HSS-261, Santa Monica, CA 90405  
C/O Academic Senate

Your cancelled check is your receipt.

**Academic Senate dues are tax deductible. Thank you for your support!**

**The Santa Monica College Academic Senate is the primary voice of the faculty in academic and professional matters** and is comprised of approximately 70 faculty members, elected by their peers. The AS includes 18 standing committees, 11 of which are joint committees (with administrators as well as faculty). The AS Executive Committee is composed of 30 members including AS officers (President, Past President, President-Elect, Recording Secretary, and Treasurer), Parliamentarian, and the chairs of standing committees and ad hoc task forces/work groups. The Senate meets every Tuesday, 11:15-12:35, in BUS 144. These meetings are open to the public, and all are welcome.

**The Academic Senate is responsible for:** curriculum, including establishing prerequisites and placing courses within disciplines; grading policies; standards or policies regarding student preparation and success; district and college governance structures, as related to faculty roles; faculty roles and involvement in accreditation processes, including self-study and annual reports; policies for faculty professional development activities; processes for program review; processes for institutional planning and budget development; and processes for academic personnel matters.