

**ACADEMIC SENATE OF BAKERSFIELD COLLEGE
CONSTITUTION AND BY-LAWS**

CONSTITUTION

ARTICLE I -- NAME

- Section 1 The name of this organization shall be the Academic Senate of Bakersfield College, referred to herein as the Academic Senate.
- Section 2 The name of the legislative body shall be the Academic Senate of Bakersfield College, referred to herein as the Academic Senate.

ARTICLE II -- DEFINITION OF TERMS

- Section 1 The Academic Senate refers to the organization comprised of all personnel designated under ARTICLE IV -- MEMBERSHIP of this constitution.
- Section 2 The Senate (body of representatives), "Senate (body rep.," hereafter, refers to all elected officers and elected senators who represent the Academic Senate.
- Section 3 The College refers to the organization of all elements, and any combination of such elements, that compose the institution known as Bakersfield College.
- Section 4 A Department refers to any formal college department or grouping of disciplines which includes faculty (e.g. instructional/library/student support services)
- Section 5 A Senator refers to a person who is elected by a department to serve on the Senate (body rep.).
- Section 6 The Board of Trustees refers to the Kern Community College Board of Trustees and its official representatives.
- Section 7 The Board of Governors refers to the Board of Governors of the California Community Colleges and its official representatives.
- Section 8 ASCCC refers to the Academic Senate for California Community Colleges and its official representatives.
- Section 9 Committee refers to any group of people involving faculty who represent the Academic Senate and are tasked with decision-making of any set

time period (e.g., standing committee, college-wide committee, screening committee, task force, work group, temporary ad hoc committee, etc.), except for groups internal to a single department and those solely appointed by the bargaining agent.

College-wide committees refer to those committees which involve faculty and other segments of the college, such as administration, classified staff, and students.

- Section 10 Faculty Caucus refers to a group of faculty members (full time/part time) who are part of a committee.
- Section 11 Executive Board refers to the Executive Board of the Academic Senate.
- Section 12 Time-oriented references refer to contractual working days during Fall and Spring semesters.

ARTICLE III -- PURPOSE

- Section 1 The purpose of the Academic Senate is to provide the means to represent faculty in the formation and implementation of policy on academic and professional matters.
- Section 2 In implementing policies, the Senate (body rep.) will represent the Academic Senate to the President of the College and to the Board of Trustees with respect to academic and professional matters and exercise powers granted by the California Education Code and the Board of Governors.
- Section 3 The Senate (body rep.) shall assume primary responsibility in the areas of curriculum and academic standards as specified in the California Education Code.
- Section 4 The Senate (body rep.) shall maintain active membership in the ASCCC.

ARTICLE IV – MEMBERSHIP

- Section 1 All faculty not designated as management, confidential employees, or supervisors and employed by the College on fifty percent or more contracts whose current assignment places them on the Basic Faculty Salary Schedule shall be members of the Academic Senate.
- Section 2 Part-time, non-contract faculty members shall be associate members. Associate members do not have the rights and privileges of regular

members, but they may elect two senators as voting members of the Academic Senate.

ARTICLE V -- REPRESENTATION

Section 1 Each Department shall be represented on the Senate (body rep.) by one or more senators, in accordance with ARTICLE V (Representation and Reapportionment) of the BY-LAWS.

Section 2 Nomination and Election of Senators

- a. Any nominee who receives a plurality of the votes cast shall be declared elected. In the event of a tie, a run-off between the two top candidates for senator shall be held within two weeks of the original election.
- b. If there is no nominee for an office, that position shall remain vacant until the next regularly scheduled Academic Senate election.

Section 3 Terms of Office

- a. A senator shall serve for a term of two consecutive years.
- b. One-half of the senators shall be elected annually.
- c. If it becomes necessary to temporarily replace a senator ("original senator" in this section), the Department may select their interim replacement subject to confirmation by the Senate (body rep.). Failing either, the position will remain vacant until the next regularly scheduled election. The interim senator would serve until the original senator is able to resume their duties or until the next regularly scheduled election, whichever comes first.

A copy of this policy will be emailed to the original senator, the department chair, and the department secretary. The original senator or 2nd senator from the area and chair will work together to find a replacement, and the department chair will notify the Senate Office.

- d. Vacancies occurring at irregular times shall be filled by a special election within thirty days after the vacancy occurs, in accordance with the nomination and election procedures.
- e. When any senator is incapable of performing the duties outlined below, the President shall conduct an election of that senator's department according to the nomination and election rules to determine a successor.

- f. A vacancy that has been filled shall be filled for no longer than the original term of office.

Section 4 Reapportionment

The Senate (body rep.) shall evaluate its own structure prior to each annual election and, when appropriate, reapportion itself in accordance with ARTICLE V (Representation and Reapportionment) of the BY-LAWS.

Section 5 Responsibilities of Senators

- a. A senator shall attend all meetings of the Senate (body rep.).
- b. If a senator misses three or more meetings of the Senate (body rep.) per year, they may be removed from office by a two-thirds vote of the Senate (body rep.).
- c. A senator shall communicate business items and other concerns between their Department and the Senate (body rep.).

Section 6 Installation of Senators

At the conclusion of Old Business at the last Senate (body rep.) meeting of the academic year, the newly elected representatives shall be installed and shall conduct all New Business of the Senate (body rep.).

ARTICLE VI -- OFFICERS

Section 1 Officers

The following shall be the officers of the Academic Senate:

- President
- Vice-President
- Secretary
- Treasurer
- Delegate to the ASCCC

Officers shall be full-time tenured/tenure-track faculty. Officers shall attend all Senate (body rep.) meetings.

Section 2 Parliamentarian

A Parliamentarian may be appointed by the President.

Section 3 Nomination and Election of Officers

- a. Nomination and election procedures are defined in ARTICLE V (Representation and Reapportionment) of the BY-LAWS.

Section 4 Terms of Office for Officers

- a. The elected officers, with the exception of the President and the Delegate to the ASCCC, shall serve for one year.
- b. The President and the Delegate to the ASCCC shall serve for two consecutive years.

Section 5 Duties of the President

- a. The President shall preside over meetings of the Senate (body rep.).
- b. The President shall chair the Executive Board.
- c. The President shall, with the approval of the Senate (body rep.), appoint all members who serve on all committees that represent the Academic Senate.
- d. The President may serve as an ex-officio member of any committee that represents the Academic Senate.
- e. The President shall be the spokesperson for the Academic Senate in all matters, but not at variance with Academic Senate policy.
- f. The President shall report the activities and the concerns of the Academic Senate to the Board of Trustees on a regular basis.
- g. The President shall act as the agent of the Academic Senate for ordinary and ongoing business.
- h. The President shall manage the Senate office and maintain posted office hours. In addition to tasks described in the By-Laws, the Senate's administrative staff shall maintain a list of departments, including names and count of Academic Senate members within each department and they shall maintain a list of all Academic Senate members.

Section 6 Duties of the Vice-President

- a. The Vice-President shall assume the duties of the President when the President is incapacitated or absent.
- b. The Vice-President shall act as Senate (body rep.) liaison with Department and/or Academic Senate committees, as directed by the President.

- c. The Vice-President may serve as an ex-officio member of any committee that represents the Academic Senate.

Section 7 Duties of the Treasurer

- a. The Treasurer shall be responsible for maintaining records of all income and expenditures of the Senate (body rep.).
- b. The Treasurer shall make regular reports to the Senate (body rep.).
- c. The Treasurer may disburse funds at the direction of the Senate (body rep.) or the Executive Board.

Section 8 Duties of the Secretary

- a. The Secretary shall review the minutes of Senate (body rep.) and Executive Board meetings before the posting deadline.
- b. The Secretary shall report communications to the Senate (body rep.) and initiate correspondence and acknowledgements as directed by the Senate (body rep.).
- c. The Secretary shall send out highlights of Senate (body rep.) meetings.

Section 9 Duties of the Delegate to the ASCCC

- a. The Delegate of the ASCCC shall attend ASCCC meetings.
- b. The Delegate to the ASCCC shall report the proceedings of the fall and spring state meetings to the Senate (body rep.) and, if requested by the President, to the Board of Trustees.
- c. The Delegate to the ASCCC shall communicate statewide legislation and other concerns to the Senate (body rep.).

Section 10 Installation of Officers

At the conclusion of Unfinished Business at the last Senate (body rep.) meeting of the academic year, the newly elected officers shall be installed and shall conduct all New Business of the Senate (body rep.).

ARTICLE VII -- REFERENDUM

- Section 1 Upon presentation to the Senate (body rep.) of a referendum petition, signed by fifteen percent of the Academic Senate members protesting an action by the Senate (body rep.), the President shall suspend such action until a referendum election is held.

- Section 2 Within three weeks, excluding recesses and holidays of the suspension action, an election shall be conducted. If a majority of Academic Senate members vote against the Senate (body rep.) action, then the Senate (body rep.) action shall be null and void.

ARTICLE VIII -- RECALL

- Section 1 If a recall petition asking for the recall of any officer, signed by fifteen percent of the Academic Senate membership, is presented to the Senate (body rep.), a recall election shall be held.
- Section 2 If a recall petition asking for the recall of any elected Representative, signed by twenty-five percent of the membership in an area of representation, is presented to the President, a recall election among the members of the representation area shall be held. For full members of the Academic Senate, the area of representation is the Department. For associate members, the area of representation is the entire body of part-time, non-contract faculty at the time the recall petition is presented to the President.
- Section 3 All recall elections shall be held within three weeks, excluding recesses and holidays, of receipt of the recall petition.
- Section 4 An officer shall be recalled if at least fifty percent of the Academic Senate cast a ballot and a majority of votes are in favor of recall.
- Section 5 A senator shall be recalled if at least fifty percent of the department cast a ballot and a majority of votes are in favor of recall.

ARTICLE IX -- RATIFICATION

- Section 1 Ratification of this Constitution shall require a two-thirds affirmative vote of the membership casting ballots and, additionally, shall be ratified only if at least fifty percent of the Academic Senate membership casts ballots.
- Section 2 Voting shall be conducted by official ballot. The voting period shall be two weeks long.
- Section 3 Ratification of this Constitution shall revoke any and all previous Constitutions of the Academic Senate and/or the Senate (body rep.).

ARTICLE X – AMENDMENTS

- Section 1 Amendments to this Constitution may be proposed to the Senate (body rep.) which, upon a two-thirds affirmative vote, shall submit the proposed amendment to the Academic Senate for a ratification vote.
- Section 2 Amendments to this Constitution shall also be placed before the Academic Senate for a ratification vote if a proposed amendment is submitted to the Senate (body rep.) endorsed with the signatures of fifteen percent of the membership of the Academic Senate.
- Section 3 Ratification of a proposed Constitutional amendment shall require a two-thirds affirmative vote of the membership voting and, additionally, shall be ratified only if at least fifty percent of the Academic Senate members cast ballots.

BY-LAWS

ARTICLE I -- ESTABLISHMENT OF QUORUM

- Section 1 A quorum for meetings of the Academic Senate shall consist of twenty percent of the membership.
- Section 2 A quorum for meetings of the Senate (body rep.) shall consist of fifty percent of the officers and senators. Vacant positions do not count toward quorum.

ARTICLE II -- GENERAL MEETINGS

- Section 1 General meetings of the Academic Senate may be called by the President, with approval of the Senate (body rep.), whenever they are deemed necessary.
- Section 2 General meetings of the Academic Senate may be called either (1) upon the written request of twenty percent of the membership of the Academic Senate or (2) upon the written request of any three members of the Executive Board of the Academic Senate.

ARTICLE III – PARLIAMENTARY AUTHORITY

- Section 1 The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Academic Senate and Senate (body rep.) in all cases to which they are applicable and in which they are not inconsistent with these By-Laws and any special rules of order the Academic Senate or Senate (body rep.) may adopt.

ARTICLE IV -- DUES AND DONATIONS

- Section 1 The Senate (body rep.) shall determine the amount of dues.
- Section 2 Payment of dues is not a necessary requirement for membership.
- Section 3 Dues may be collected from the members of the Academic Senate by the Treasurer on an annual basis to meet the ongoing needs of the Academic Senate and special donations may be solicited to meet unusual financial responsibilities.

- Section 4 Donations to the Scholarship Fund of the Senate (body rep.) shall be accepted by the Treasurer and shall be reported to the Senate (body rep.) in the Treasurer's Report.

ARTICLE V -- REPRESENTATION AND REAPPORTIONMENT

- Section 1 The Senate (body rep.) shall consist of the elected officers and senators.

- Section 2 The Senate (body rep.) will involve as many faculty as possible to be

- a. Senators
- b. Governance co-chairs
- c. Executive Board members

Moreover, to eliminate conflict of interest issues which arise from faculty serving in dual or triple roles (any combination of a, b, & c above) the Senate (body rep.) precludes a single faculty member

- a. from serving as both a senator AND member of Executive Board
- b. from serving as both an elected Senate (body rep.) officer AND a governance co-chair
- c. from having their name on both the Academic Senate ballot and the Executive Board ballot in the same election cycle. The faculty member must choose for which ONE position they are running before the election ballots are distributed.
- d. from being a governance co-chair of more than one governance committee

- Section 3 Senators have the right to identify a voting proxy in their absence. The Voting Proxy Form is required.

- Section 4 Any Academic Senate member eligible to vote in a department chair election shall be considered a member of that department for purposes of apportionment and reapportionment. A department member with less than a fifty percent assignment will be counted as one-half in that department.

- Section 5 Apportionment

- a. Each department of the college shall be entitled to at least one elected senator.

- b. A second senator shall be elected provided that a department contains sixteen (16) or more members of the Academic Senate.
- c. A third senator shall be elected provided that a department contains thirty-one (31) or more members of the Academic Senate.
- d. If more than one senator is elected from a multi-discipline area, it is the intention of this document that the senators be elected, if possible, from different disciplines within the department.

Section 6 Reapportionment

- a. The Academic Senate shall include members on sabbatical and on a one or two semester leave.
- b. Each spring semester, and by April 1, the Senate (body rep.) shall examine its membership structure.
- c. A department with fifteen (15) or fewer members shall be allowed only one representative.
- d. If a department has two seated representatives and its membership drops below sixteen (16) its seated representatives will be allowed to serve their terms and, when either or both terms are completed, it will be reduced to one representative.
- e. If a department has three seated representatives and its membership drops below thirty-one (31), its seated representatives will be allowed to serve their terms, and, when either or both terms are completed, it will be reduced to two representatives.
- f. If a department has grown to thirty-one (31) or more members, an additional representative shall be allowed at the next regularly scheduled election.
- g. If the size of any department is disputed, the dispute shall be settled by the President of the Academic Senate after consultation with the Faculty Chair to verify the department membership.

ARTICLE VI -- NOMINATION AND ELECTION PROCEDURES

- Section 1 Officers shall be nominated and elected-at-large.

Section 2 Nomination of Senators

- a. Senators shall be nominated and elected by department.
- b. A master list of departments, including the names and numbers of members in each department, is to be maintained by the Senate's administrative staff and posted in the Senate office.

Section 3 Nominees for Faculty Chairs shall be solicited from among the members of the appropriate department.

Section 4 Temporary Replacement of Faculty Chairs

- a. If it becomes necessary to temporarily replace a department chair because of an authorized leave such as a sabbatical or illness and the position has not been vacated, the department shall meet to recommend in writing to the college president and Academic Senate president the method of replacing the department chair. Two possibilities are as follows:
 1. A chair temporarily elected by the department.
 2. The duties of the chair assumed by the appropriate dean.
- b. A vacated chair position will be replaced by a department chair election as described in the bargaining unit's agreement within the timeframe of Article II.12 of the Constitution and follow the procedures for solicitation of nominees and election described in Sections 5 and 6 of this Article.

Section 5 Solicitation of Nominees

- a. Nominees for all elected positions shall be officially solicited from the Academic Senate or department, as appropriate, at least two weeks prior to the election.
- b. The names of nominees for all elected positions shall be posted by the Senate office at least once a week.

Section 6 Election Procedures

- a. All election ballots shall list, alphabetically, the names of all nominees for the elected position.
- b. All ballots will provide for abstentions and write-ins.
- c. All election ballots shall be returned to the Senate office for the official tally.

- d. All election ballot results will be stored in the Senate office. Results can be viewed in the Senate office.
- e. Eligibility to Vote
 - 1. In Senate officer (at large) elections, every Academic Senate member shall have one full vote.
 - 2. In senator elections Academic Senate members are eligible to vote in every department to which they are assigned. Those with an assignment of fifty percent or less in a department will have a one-half vote in the department.
 - 3. In Faculty Chair elections, Academic Senate members are eligible to vote in every department to which they are assigned.
 - 4. An Academic Senate member on a one or two-semester paid leave is entitled to vote based upon the normal area of assignment.
 - 5. To be eligible to vote in Senate-conducted elections, Academic Senate members, in addition to meeting the requirements of Article IV of the Constitution, must be tenured, or in a tenure-track position.
- f. If no nominee receives a majority of the votes cast, a run-off election shall be conducted between the two candidates receiving the most votes.
- g. If there is a tie vote in a senator or department election, and the department is unable to reconcile the matter within thirty days, the winner shall be determined by a toss of a coin at a regularly scheduled Senate (body rep.) meeting.
- h. The results of all elections shall be announced at the next Senate (body rep.) meeting. The results will be included in the Senate (body rep.) minutes and forwarded to the College President.
- i. The vote count will be available in the Senate office after each election.

Section 7 The Senate (body rep.), by a two-thirds majority vote, may substitute special election procedures if circumstances not anticipated by this Article should occur.

ARTICLE VII -- EXECUTIVE BOARD

Section 1 The Executive Board of the Academic Senate shall be comprised of the following:

President
 Vice-President
 Secretary
 Treasurer
 Delegate to the ASCCC
 Immediate Past President (Ex-officio)

Faculty Co-Chair, or a representative of the following governance committees:

Assessment Committee
 Accreditation & Institutional Quality (AIQ)
 Bookstore Advisory
 Budget Committee
 Curriculum Committee
 Distance Education Committee
 Enrollment Management Committee (EMC)
 Equal Opportunity & Diversity Advisory Committee (EODAC)
 Facilities & Sustainability Committee
 Information Systems & Instructional Technology Committee (ISIT)
 Program Review Committee (PRC)
 Professional Development Committee (PDC)
 Safety Advisory Committee

In addition, a Member-at-Large may be appointed from the Academic Senate by the President.

Section 2 Duties of the Executive Board

- a. The Executive Board shall provide advice and counsel to the President.
- b. The Executive Board shall assist the President in developing the agenda for the regular meetings of the Senate (body rep.).
- c. The Executive Board shall assist the President in filling vacancies of Senate Officers and shall serve as the Nominations Committee.
- d. The Executive Board shall assist the President in preparing the annual budget of the Senate (body rep.).

ARTICLE VIII – COMMITTEES

- Section 1 The Academic Senate President shall nominate from among Academic Senate members all faculty to Senate committees, college-wide committees, and other such college and/or district committees which shall be formed with the consent of the Senate (body rep.). While the Senate (body rep.) is not in session, the Senate executive officers will provide consent for the President's nomination to screening committees.
- Section 2 Nominees to committees shall be informed of their duties and responsibilities by the President or designee.
- Section 3 Nominees to committees shall be confirmed at a scheduled Senate (body rep.) meeting by a majority vote of the Senate (body rep.) members present and voting.
- Section 4 Upon confirmation by the Senate (body rep.), committee members shall be so notified by the Senate Office.
- Section 5 Standing Committees of the Senate (body rep.)
The standing committees of the Senate (body rep.) shall be:
Equivalency Committee
- Section 6 Equivalency Committee
The Academic Senate Equivalency Committee is responsible for determining if an applicant's qualifications are the equivalent of the Minimum Qualifications for Faculty in California Community Colleges.
The Equivalency Committee sends its approvals to the Senate (body rep.) at least one Senate meeting before the Equivalency Committee sends its approvals to the Board of Trustees to allow the Senate (body rep.) time to formulate a comment on any particular equivalency case if the Senate (body rep.) chooses as provided for in Board Policy.
- Section 7 College-wide Committees, Task Forces, Work Groups
College-wide committees must be approved by the Senate (body rep.) before any faculty appointees are confirmed.
College-wide committees that are Governance Committees listed in Article VII, Section 1 (Executive Board) will provide regular, at least monthly reports to the Senate (body rep.) on any academic and professional matters falling under the 10+1 items that are to "rely primarily upon" the Academic Senate and other matters under the purview of the Academic Senate given in law or Board Policy as well as

other items the Academic Senate needs to know about to fulfill the college mission.

College-wide Committee charges are to be reviewed annually in the Fall semester and any revisions must be approved by the Senate (body rep.) before the new charge can take effect.

Section 8 The composition and duties of college-wide committees are normally found in the Bakersfield College Policy and Procedures Manual. The Senate (body rep.) shall review and update this listing of college-wide committees on a periodic basis. Currently, the list of these committees is as follows:

- Assessment Committee
- Accreditation & Institutional Quality Committee (AIQ)
- Bookstore Advisory Committee
- Budget Committee
- College Council
- Commencement Committee
- Curriculum Committee
- Distance Education Committee
- Enrollment Management Committee
- Equal Opportunity & Diversity Advisory Committee (EODAC)
- Facilities & Sustainability Committee
- Information Systems and Instructional Technology Committee (ISIT)
- Professional Development Committee (PDC)
- Program Review Committee (PRC)
- Safety Advisory Committee
- Scholarship Committee
- Student Conduct and Complaint Hearing Committee

Section 9 The Academic Senate President may designate the leader of a faculty caucus for any college-wide committee.

Section 10 Ad Hoc Committees

Ad hoc committees of a temporary nature may be approved by the Senate (body rep.) at any time. Any ad hoc committee shall follow the standard committee charge approval process and include a timeline for their work. The ad hoc committee will report the outcomes of their work to the Senate (body rep.)

Section 11 All Senate (body rep.) appointees to all committees shall receive in writing the composition and duties of said committee, as approved by the Senate (body rep.). In addition, appointees shall seek advice from the Senate (body rep.) before acting on new, substantive policy decisions.

- Section 12 Committee reports may be scheduled ahead of New Business or Unfinished Business at any Senate (body rep.) meeting.
- Section 13 If the Senate (body rep.) votes to discontinue its involvement in any committee, then the Senate (body rep.) appointees to said committee shall be immediately notified that their appointments are thereby revoked.

ARTICLE IX -- LIMITATION ON PUBLIC STATEMENTS

- Section 1 The President shall be the official spokesperson for the Academic Senate
- Section 2 The President shall not take a position on public issues unless one of the following conditions is met:
- a. The position of the Senate (body rep.) is already a matter of record.
 - b. The President is given specific authorization by the Senate (body rep.) to express an opinion on a given public issue.
 - c. The issue is submitted to the Academic Senate and, the Academic Senate authorizes the President to issue an opinion on a given public issue.

ARTICLE X -- COLLECTIVE BARGAINING AGENT RELATIONSHIP

- Section 1 The Senate (body rep.) shall cooperate with the collective bargaining unit, within the scope allowed by the California Education Code, the Board of Governors, and any other legal statutes.
- Section 2 The Senate (body rep.), at appropriate times, shall invite a representative of the collective bargaining unit to Senate (body rep.) meetings to share matters of mutual concern.

ARTICLE XI -- AMENDMENTS TO THE BY-LAWS

- Section 1 Amendments to these By-Laws may be proposed by the Executive Board, by any three Representatives, or by petition signed by ten percent of the Academic Senate.
- Section 2 Amendments to these By-Laws shall be ratified by a two-thirds vote of the Senate (body rep.) members, present and voting.

Approved by the Senate 4/12/89

Amended by the Senate 9/27/89: Addition of Article V, Section 5, e, 5, of By-Laws

Amended by the Senate 8/29/90: Article VI, Section 1 of By-Laws

Constitutional amendment ratified by faculty 8/13/93: Addition of Article IV, Section 2 of Constitution

Amended by the Senate 11/18/95: Article VI, Section 1 of the By-Laws

Constitutional amendment ratified by faculty 8/23/96: Article V, Section 1 of Constitution

Amended by Senate 2/6/02: Article IV, Section 3 and 4 of By-Laws (new section 4 & 5-apportionment & reapportionment)

Amended by Senate 11/6/02: Article IV, new section 2 of By-Laws

Constitution and By-Laws ratified by faculty 5/12/04

Amended by Senate 03/17/10: Article VI, Section 1 of By-Laws (addition of Accreditation Co-Chair to Executive Board)

Amended and approved by the Senate 05-02-12: Article V, Sections 2 and 3 of

Constitution; Article VI, Section 4 of Constitution; Article VII, Section 10 of By-Laws

Constitution and By-Laws ratified by faculty 05-06-14

Edited to reflect approved committee name changes 03-10-15

Amended and approved by the Senate 10-28-15: Article VI, Section 1; Article VII, Section 5-13 of By-Laws

Constitution and By-Laws revised Spring 2022 as follows:

Constitution changes:

“Discipline Area” changed to Department throughout, “Senate” changed to “Senate (body rep.)” throughout wherever the Senate (body of representatives) of Article II section 2 is referred to as distinguished from the Academic Senate of Article II section 1, “Discipline Area” changed to “Department”, “Committee” defined in Article II section 9, the working days of Article II Section 12 clarified, and inclusive language used throughout.

Article IV membership for associate members increased to 2,

Article V Section 3: clarified different processes for temporarily replacing a senator vs. a senator vacating (resigning) their position. Department can appoint interim replacement without an election. Vacating (resigning) of position requires election of new senator.

Article VI Section 1: Officers restricted to full-time tenured/tenure-track faculty,

Section 5: Senate’s administrative staff explicitly includes count of Academic Senate members within each department,

Section 8: Secretary sends out highlights of Senate (body rep) meetings to all faculty.

Article VIII Section 2: Clarified what “area of representation” means for full-time members and associate members.

Article IX Section 1: removed redundancy, Section 2: clarified that voting shall be two weeks like all other Academic Senate election of the By-Laws

By-Laws changes:

Article I Section 2: clarified that vacant positions do not count toward quorum

new Article III inserted that Robert’s Rules of Order Newly Revised is the parliamentary authority. Following articles renumbered accordingly

Article V* Section 2: new second (c) clarified that someone cannot run for both senator and an Executive Board position in the same election. New (d) states no one person can chair more than one governance committee.

Article VI* Section 4: clarified difference between temporary replacement and vacated chair

Article VII* Section 1: updated E-board membership

Article VIII* Section 1: Senate executive officers will provide consent for the President's nomination during Senate recess

Section 6: Equivalency Committee's approvals go through the Senate (body rep.) before going to the Board of Trustees.

Section 7: Governance committees report to Senate on any 10+1 matter plus other matters under Academic Senate purview given in law and Board Policy. Annual review of collegewide committee charges and Senate approval of revisions.

Section 8: updated list of college-wide committees

Section 10: updated approval process for and expectations of ad-hoc committees

Constitution ratification by full Academic Senate (i.e., all full-time faculty) election certified April 20, 2022

By-Laws ratified by Senate (body rep.) on April 20, 2022