CALL TO ORDER
The meeting was called to order at 3:36 p.m.; Quorum was met.

GOOD, WELFARE AND CONCERNS
Secretary Parks announced that Josie Triplett retired Professor, Child Development passed away September 4, 2021. Condolences will be sent on behalf of the Senate. If anyone is interested in contributing to sending flowers, contact Paula Parks for more information.

WELCOME/ORIENTATION
A. Constitution/Bylaws (Duties of Senators in Constitution Article V, Sec. 5)
As the new Academic Senate President, N. Strobel reviewed the Constitution/Bylaws to better understand each member's duties.

Responsibilities of Senators
a. A Senator shall attend all meetings of the Senate.
b. If a Senator misses three or more meetings of the Senate per year, she or he may be removed from office by a two-thirds vote of the Senate.
c. A Senator shall communicate business items and other concerns between her or his Discipline Area and the Senate.

Later this Fall these will be reviewed and brought forward to the Senate for clarification and potential changes in the Constitution/By-Laws revision.

B. Roberts Rules of Order (Parliamentary Procedure at a Glance) 31:28

There is a specific format for all sorts of different discussion. President Strobel created the two page table based on the latest edition of Roberts Rules of order. If you would like more details, here is a recommended book: Roberts Rules of Order 12th edition revised in 2020; Roberts Rules of Order- in brief

C. Brown Act (Brown Act Cheat Sheet) 34:34

The Academic Senate is a Brown Act committee. The Brown Act is the open transparency law in California. Here are some highlights:

- Agendas need to be posted 72 hours ahead of time (by 3:30 on Sunday).
- Any item on the agenda that will be voted on has to be clearly labeled.
- There must be enough description in the agenda for the general public to be able to determine if they should attend the meeting. Descriptions should be no more than 20 words long.
- There is an agenda item request form on the Senate's website under the joining Academic Senate meetings section.
- There is a process for emergency situation additions after the 72 hour window. We would need two-thirds of the membership or a unanimous vote of those present at the meeting to agree to add it to the agenda.
- Outlines the time the general public is allowed to speak (this includes committee chairs). There will be a discussion about possibly increasing that time.
- In order to avoid illegal serial meetings is by not talking/emailing/texting/social media posting about agenda items to anyone from outside your department.
- Minutes should include any action taken and the vote on any action by each member present.

Note: Flex with Grant Herndon (Spring 2020) and Flex with Nicky Damania (Fall 2021 and Spring 2021)

D. Senate website: Proxy Forms, Agenda item request, Opportunity to Address the Senate, and Register for a Meeting-general public
APPROVAL OF THE MINUTES
A. May 5, 2021
M/S/C: (M. Buggs, K. Toler) motioned to approve the minutes with correction of spelling Qiu; motioned carried.

OPPORTUNITY TO ADDRESS THE SENATE
There were no requests to address the Senate.

COMMITTEE REPORTS
AIQ (Commiso)
Assessment (Bradham)
Bookstore (McNellis)- report submitted as written
Budget (McAllister)
Curriculum (Osea/Stowers)- report submitted as written
   M. Osea highlighted in the report they submitted:
   - Held an all faculty drop-in eLumen and Curriculum Committee on August 26, 2021.
   - Curriculum Chairs held an Orientation/Training last week on September 2, 2021.
   - The Curriculum Committee will review its charge on September 9, 2021.
EMC (Moreland)
EODAC (Tunson)
Facilities (Kelley)
ISIT (Boyles)
Professional Development (Jones)
Program Review (Nickell)- report submitted as written
   K. Nickell highlighted the report submitted:
   - Their first meeting was held yesterday.
   - All the assessments for your SLOs are housed in a SharePoint. Contact her for the link for the SharePoint if you need them to fill out your assessments.
   - A program review course in Canvas and a Google Drive with all the resources and data links are also available.
   - They will be working on their charge in the coming program review meetings.
   - Program review is due October 1, 2021.
Safety Advisory (Vacancy)

ADDITIONS TO THE AGENDA
There were no additions to the agenda.

CONSENT ITEMS
M/S/C: (C. Cruz Boone, ) motioned to approve... motion withdrawn
M/S/C: (A. Bond, ) motioned to replace... motion withdrawn
M/S/C: (X. Da Silva Tavares, M. Buggs) motioned to approve faculty appointments (consent items); motioned carried.
M/S/C: (L. Harding/E. Menchaca) motioned to revise process for standing committees with E-Board and then brought to Senate; motion carried.
   A. Faculty Appointments:
a. Standing Committee Appointments
b. Screening Committee Appointments (James McGarrah - Associate Dean correction)

B. Committee Charges
   a. Mid-Term Team was approved in April.
C. Equivalencies
   a. This will be brought to the Senate, as this is the Brown Act body that takes care of the equivalencies before they are sent on to the Board of Trustees.

*M/S/C: (E. Menchaca/K. Toler) motioned to skip agenda items to New Business (b); motion carried.*

**UNFINISHED BUSINESS**
A. N/A

**NEW BUSINESS**
   a. Standing Rule of Placement and Frequency of Public comment in Agenda

   b. Time length for Faculty Chair voting period: Performing Arts & Behavioral Science
      *M/S/C: (L. Harding/M. Buggs) motioned to hold department chair vote for 48 hrs by Friday, 5pm-one time occurrence (not precedent setting); motion carried.*

   c. Senate Goals-annual review (postponed to next meeting)

   d. Senate Charge-annual review (postponed to next meeting)

**REPORT**
   • SENATE PRESIDENT--- note teleconference requirement/expiration
   • OFFICER REPORTS
      o Vice President (Menchaca)
      o Treasurer (Bonds)
      o Secretary (Parks)
      o ASCCC Delegate (Harding)
      o BCSGA (Amey) -Amey shared highlights from the BCSGA Website: https://www.bakersfieldcollege.edu/studentlife
      o CCA (Designee)

**ANNOUNCEMENTS**
   • Fall Plenary 11/4-6

**ADJOURNMENT**
The meeting was adjourned at 5:34 p.m.
Meeting minutes recorded by T. Perry & J. Mullen