



## ACADEMIC SENATE CSU BAKERSFIELD

### Academic Senate: Executive Committee

Agenda- Extra Meeting

TUESDAY, FEBRUARY 18, 2025

10:00 A.M. – 11:30 A.M.

**Location:** BDC 134- BPA Conference Room

**Zoom link:** <https://csu.zoom.us/j/86246099574?pwd=NSJ6qfG4pcwuz28rsI9lGNeXhWjxbm.1>

**Members:** M. Danforth (Chair), D. Solano (Vice-Chair), J. Rodriguez (Interim Provost), A. Hegde, C. Lam, N. Michieka, J. Deal, T. Tsantsoulas, D. Wu, Z. Zenko and K. Van-Grinsven (Senate Analyst).

1. Call to Order
2. Announcements and Information
3. Approval of Agenda (Time Certain: 10:05 AM)
4. Approval of EC Minutes (Tabled)
  - a. February 11, 2025 (in progress)
5. Continued Items (Tabled)
  - a. AS Referral Log ([handout](#))
    - i. AAC (J. Deal)
    - ii. AS&SS (T. Tsantsoulas)
    - iii. BPC (D. Wu)
    - iv. FAC (Z. Zenko)
  - b. Interim Provost Update (J. Rodriguez)
6. New Discussion Items
  - a. Special Review Committee for the Proposed Discontinuation of the MA and BA in Anthropology (handout)
    - i. The structure of the committee, given that the policy is out of date with the current academic structure.
    - ii. The call and timeline for the call
    - iii. Scheduling of EC meeting to make appointments by February 28, 2025.
  - b. Elections and Appointments (D. Solano)
    - i. Review of committees' activity (HOLD; Senate Office compiling list)
  - c. Handbook and Bylaws Project; create taskforce or consent agenda resolutions?


- i. Updating Schools to Colleges
- ii. Updating all references to quarters
- iii. Standing Committees Composition:
  - 1. Clarify Handbook language about staff positions being non-MPP staff
  - 2. AS&SS Composition: Associate Dean of Undergraduate and Graduate Studies is not actually listed in the bylaws as an ex-officio member of AS&SS.
- iv. Director of Assessment: Review position (Handbook 105.2 and 305.6).
- v. Council of Academic Deans: Review Composition and name (Handbook 105.2)
- vi. Public Affairs Committee: Committee in handbook but not bylaws (Handbook 107.1. Standing Committees of the Academic Senate). Discussion on if we want to create the committee or not.
- vii. Review committees listed (Handbook 107).
- viii. Update TEAC Description: Currently lists old college names (H&SS, SOE, and NSM) (Handbook 201.5)
- ix. Update reference to Associate Vice President for Academic Affairs- association with Academic Advising and review other duties (Handbook 104.2.1).
- x. Update position titles in 309.9 (Handbook 309.9).
- d. RTP – FAC
  - i. Unit Review Committee Procedures ([handout](#))
  - ii. PAF Insertion/deletion
    - 1. Handbook Section 301.6.4 “Correction of Materials in the PAF” has current procedures
- e. Academic Degree Policies– AAC
  - i. Double-Major Policy: Timeline for Declaring ([handout](#))
  - ii. Minor Policy: Double counting courses between the major and the minor ([handout](#))
- f. Faculty concerns about SSD Testing – AS&SS
- g. ASCSU Interruption Practice Policy (AS-3551; [handout](#))
- h. Additional SOCI Concerns discussed at Senate; see minutes from December 5, 2024 (handout)
  - i. SOCI Waivers for combined sections
  - ii. SOCI Administration when instructor goes on leave during the semester
  - iii. SOCI Task Force on preamble and content of SOCI instrument
  - iv. RTP committee training with respects to SOCIs ([handout](#))
- i. Discuss adding Statements of the Senate Process
- j. Department Formation follow-up (HOLD follow up w/ Academic Programs)
- k. Resolution on CCC baccalaureate degrees [AB 927, SB 895] – EC (HOLD)
- l. Strategic Plan Group data gathering instrument(s) follow-up – BPC (HOLD 3/18/2024)

## 7. Agenda Items for Senate Meeting (Tabled)

## 8. Adjournment



**MEMORANDUM**

**From:** Melissa Danforth, Academic Senate Chair 

**To:** James L. Rodríguez, Interim Provost and Vice-President for Academic Affairs

**cc:** Luis Vega, Interim Dean of the College of Social Sciences and Education  
Hager El Hadidi, Associate Professor of Anthropology  
Natalie Thompson, Lecturer for Anthropology  
Patrick O'Neill, Lecturer for Anthropology  
Deborah Boschini, AVP for Faculty Affairs  
Elizabeth Adams, Interim AVP for Academic Affairs and Dean of Academic Programs  
Ángel Vázquez-Ramos, Chair of the University Program Review Committee (UPRC)  
Katherine Van Grinsven, Senate Analyst  
Leslie Williams, Assistant to the Provost  
Patty Padilla, Administrative Analyst/Specialist in the Office of the Provost

**Date:** February 14, 2025

**Subject:** Objection to Proposed Discontinuation of the MA and BA in Anthropology

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At their meeting on February 13, 2025, the Academic Senate discussed the notification of the proposed discontinuation of the MA and BA in Anthropology, as well as the objection to the discontinuance by Mr. Patrick O'Neill, Lecturer of Anthropology. In accordance with the current Policy on Discontinuance of Academic Degree Programs, the Academic Senate conducted a vote to determine if the Senate would file a written objection to the proposed discontinuance.

The results of the vote were 17 in favor of objection and 2 abstentions. Therefore, a majority of the Senate objects to the proposed discontinuance. By current policy, the Academic Senate Executive Committee, in consultation with the Provost, will need to convene a Special Review Committee within 14 calendar days of this letter.

An extra meeting of the Academic Senate Executive Committee has been scheduled for Tuesday, February 18, 2025, to discuss the Special Review Committee.

**DR. MELISSA DANFORTH, CHAIR, ACADEMIC SENATE**

California State University, Bakersfield  
9001 Stockdale Hwy. • Mail Stop: 20 BDC • Bakersfield, CA 93311

## Melissa Danforth

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**From:** Patrick O'Neill  
**Sent:** Wednesday, February 12, 2025 11:00 AM  
**To:** James Rodriguez; Luis Vega; Hager El Hadidi; Deborah Boschini; Melissa Danforth; Angel Vazquez-Ramos; facultyrightschair.ba@calfac.org; CFA Bakersfield; kanthony@calfac.org  
**Cc:** Natalie Thompson; Elizabeth Adams  
**Subject:** Re: Discontinuation of the Anthropology MA and BA Degrees

Dear Provost Rodriguez,

I would like to ask: Why have multiple offices in campus been turning away students and / or giving them ultimatums to change major from anthropology to something else or be denied admission or lose their academic progress because the "anthropology program is on moratorium" or "discontinued" etc?

This has been a concerted activity since last summer for the undergraduate program and has been done to ensure that the program can not recruit student majors and represents implementation of action to close program without following policy and procedures and at the expense of our students and faculty. Misinforming students and faculty violates their rights and goes against our university's mission and the promise of shared governance, support for student success and dedication to faculty advancement. It has also been done in violation of the Collective bargaining agreement, which demands union involvement and proper, timely notifications.

How will the sabotage be undone. There should be investigation to determine who gave the order to implement these activities for a year or more prior to official notice?

The same is true of the MA program which was never officially discontinued or approved for discontinuation by senate or by chancellor's office. Again, it seems process and procedures outlined in CSU policy and CSU Bakersfield policy regarding such actions.

The university has refused to hire faculty for anthropology since 2014, and has made no effort to revive the program nor to provide support, but has made every effort to prevent the success of its students and faculty.

Respectfully,

Patrick O'Neill, M.A.  
Lecturer, Anthropology  
SSE, CSU Bakersfield  
661-432-3370

P. O'Neill, M.A.  
Lecturer, Anthropology  
SSE, CSU Bakersfield  
661-432-3370

**From:** James Rodriguez <jlrodriguez@csub.edu>

**Sent:** Friday, February 7, 2025 8:39 PM

**To:** Luis Vega <lvega@csub.edu>; Hager El Hadidi <hhadidi@csub.edu>; Deborah Boschini <dboschini@csub.edu>; Melissa Danforth <mdanforth@csub.edu>; Angel Vazquez-Ramos <avazquezramos@csub.edu>

**Cc:** Patrick O'Neill <poneill2@csub.edu>; Natalie Thompson <nthompson8@csub.edu>; Elizabeth Adams <eadams6@csub.edu>

**Subject:** Re: Discontinuation of the Anthropology MA and BA Degrees

I acknowledge receipt of the message and attached memorandum.

Best regards,

James

**JAMES L. RODRIGUEZ, Ph.D.**

he/him/his

Interim Provost and Vice President for Academic Affairs and

Professor of Human Development, Child, Adolescent, and Family Studies

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CALIFORNIA STATE UNIVERSITY  
**BAKERSFIELD**

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**From:** Luis Vega <lvega@csub.edu>

**Date:** Friday, February 7, 2025 at 10:59 AM

**To:** James Rodriguez <jlrodriguez@csub.edu>, Hager El Hadidi <hhadidi@csub.edu>, Deborah Boschini <dboschini@csub.edu>, Melissa Danforth <mdanforth@csub.edu>, Angel Vazquez-Ramos <avazquezramos@csub.edu>

**Cc:** Patrick O'Neill <poneill2@csub.edu>, Natalie Thompson <nthompson8@csub.edu>, Elizabeth Adams <eadams6@csub.edu>, Luis Vega <lvega@csub.edu>

**Subject:** re: Discontinuation of the Anthropology MA and BA Degrees

Dear Provost and Colleagues,

On behalf of Dr. Adams and I, please find that attached memorandum requesting consideration for [degree discontinuation](#) of the BA and MA degrees in Anthropology.

Dr. El Hadidi is the last tenured faculty in the program, and she is now back from her sabbatical, allowing us to officially initiate this request.

We will be happy to provide more information if needed.

Respectfully,

**LUIS A VEGA, Ph.D., *he/him***

Interim Dean, College of Social Sciences and Education

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**MEMORANDUM**

**DATE:** February 7, 2025

**FROM:** Luis Vega, Interim Dean, College of Social Sciences & Education  
Elizabeth Adams, Interim AVP for Academic Affairs and Dean of Academic Programs

**TO:** Dr. James Rodriguez, Interim Provost and Vice President for Academic Affairs  
Dr. Hager El Hadidi, Anthropology Program Chair  
Dr. Deborah Boschini, AVP of Faculty Affairs  
Dr. Melissa Danforth, Chair of the Academic Senate  
Dr. Ángel Vázquez-Ramos, UPRC Chair  
cc: Ms. Natalie Thompson, Lecturer, Anthropology Department  
Mr. Patrick O'Neill, Lecturer, Anthropology Department

**SUBJECT:** Discontinuation of the Anthropology MA and BA Degrees

The purpose of this memo is to request discontinuation of the MA and BA degrees in Anthropology. This request is not made lightly but rather based on policy related to degree conferrals. The number of degree-conferrals by year are presented in the table below:

Degree Type	Degree Program	Subplan	17-18	18-19	19-20	20-21	21-22	22-23	23-24	Action Needed	Notes
MA	ANTH	ANTH	1	1	0	0	0	0	0	yes	degree program placed on moratorium Summer 2016
BA	ANTH	ANTH	4	9	4	10	8	7	5	yes	

Conditions supporting discontinuation for both degrees focus on (a) faculty resources, (b) historically low enrollments, and (c) legislative actions' impacting the Anthropology field: NAGPRA (Native American Graves Protection and Repatriation Act of 1990) and CalNAGPRA (California's version of the law 2021). These laws have negatively affected the teaching of approximately 17 of 54 courses in the major related to the curriculum in archaeology/physical anthropology [<https://catalog.csub.edu/course-descriptions/anth/>].

For the MA in Anthropology, which was put on moratorium in 2016, COVID-19 pandemic conditions in 2021 prevented re-activation of the program, which our policy states must be done in a 5-year window [<https://www.csub.edu/academicprograms/academicplanningmanual/proposals-current-program-revisions.shtml>]. Thus, by policy the MA needs to officially be discontinued so it can be removed from the CSU degree system.

For the BA in Anthropology, the chronic low number of majors (e.g., fall 2024,  $N = 16$ ) and low degree conferrals (Table above) make this degree unsustainable. In addition, a new [CSU directive on low degree conferring programs](#) now requires that campuses discontinue programs that have been identified as such by the Office of the Chancellor (2024/25). Also, of the two remaining tenured professors, one retired at the end of the 2023-2024 academic year. The specialty of this retiring professor is archeology, which further limits teachings in this area.

Thus, with only one tenured faculty, two long time lecturers, and dwindling resources in the CSU system, offering this degree cannot be sustained. The general education course offerings in area D (CalGETC Area 4), can be covered in the College of Social Sciences and Education by other departments. The elimination of GE area E (Self) has freed up resources in both Sociology and Kinesiology which will allow the college to meet the GE demand.

The next step—if discontinuation is approved—is to teach out the current cohort of Anthropology majors. The CSUB policy requires a minimum of three quarters (two semesters) of teach out time to allow for students to finish their degrees if possible. We are recommending that the anthropology course offerings necessary for completion of the remaining students' degrees be offered for four semesters, through the 2026-27 Academic Year. In addition, we recommend the use of CSU Online for students to round out any course offerings we may not be able to offer.

Students who are unable to finish their degrees by Spring 2027 will be offered the opportunity to finish in a different degree at CSUB or to transfer to another CSU. Given the total number of currently active majors (17 including the two students new as of Spring 2025, Ali Berry and Kathleen Sessions).

In addition to the moratorium policy, and the CSU Office of the Chancellor's directive, the following documents are submitted to support discontinuation of both the MA and BA degrees in Anthropology:

1. Anthropology's Program Review, External Reviewer letter, and UPRC's report, are all at the following link: <https://drive.google.com/file/d/1TD73p08Xz3IGMrM9deV28ZSZAYUZ70HY/view>
2. CSUB Degree Discontinuance Policy--link: [https://www.csub.edu/academicprograms/files/Policy\\_on\\_Discontinuance\\_of\\_Academic\\_Degree\\_Programs.pdf](https://www.csub.edu/academicprograms/files/Policy_on_Discontinuance_of_Academic_Degree_Programs.pdf)
3. Discontinuance (6) criteria for the MA Degree (Appendix A) and the BA Degree (Appendix B), are included below.



## Appendix A

Please consider this letter to be the initiation of program discontinuation conversations for the MA in Anthropology. Regarding current standing, the MA in Anthropology was put on moratorium status in 2016. This letter is the written request for the review of this academic program for the purpose of determining whether program discontinuance is warranted, in compliance with the University handbook policy on Discontinuance of Academic Degree Programs. This request is being made by the Dean of the College of Social Sciences and Education and the Interim AVP for Academic Affairs and Dean of Academic Programs, after consultation with the Anthropology Program Director, Dr. Hagar El Hadidi who was on sabbatical in fall 2024 but is now back, and debriefing discussions with relevant Anthropology faculty. Since there is no current effort to revive this inactive program, this request fulfills the administrative task of moving it from the moratorium to discontinuation.

Specific reasons for this request include:

1. Moratorium / inactivity: This program has been on moratorium since 2016. No efforts have been made to reconsider this decision.
2. Required discussions completed: The discussions required to place a program on moratorium such as regards quality of program, centrality of program to university, and need occurred in 2016. Since that time, there have been no new and compelling reasons for the university to re-engage in these discussions.
3. Quality of program: Since 2016, the program has been inactive due to its moratorium status. In addition, since that time, key ANTH faculty have exited the program, further diminishing the potential to re-develop this degree offering.
4. Centrality of a program to the University: While the values and benefits of learning Anthropology are high for the well-roundedness of student learning and for the development of critical thinking skills, the university could still fulfill its mission fully and in a more fiscally sustainable manner if this program were discontinued. The goals of critical thinking development currently are being met and in a more fiscally sustainable manner by other offerings at the university.
5. Cost: The cost to begin a program can be high, and given the current climate of budget challenges, investing in re-starting this program is not warranted.
6. Teach out: There have been no students enrolled since the discontinuation in 2016, so no teach out plan is needed.

Thank you for your consideration.

## Appendix B

Please consider this letter to be the initiation of program discontinuation conversations for the BA in Anthropology. Regarding current standing, the BA in Anthropology has been in a state of unsustainability due to curriculum effects arising from federal and state (NAGPRA and CalNAGPRA) laws over the last two years, as well as low student enrollments in the major. (The accompanying MA in Anthropology is already on moratorium status.) This letter is the written request for the review of this academic program for the purpose of determining whether program discontinuance is warranted, in compliance with the University handbook policy on Discontinuance of Academic Degree Programs. This request is being made by the Dean of the College of Social Sciences and Education and the Interim AVP for Academic Affairs and Dean of Academic Programs, after consultation with the Anthropology Program Director, Dr. Hagar El Hadidi who was on sabbatical in fall 2024 but is now back, and debriefing discussions with relevant Anthropology faculty.

Specific reasons for this request include:

1. Status as low degree conferring program and CSU directive re. low degree conferring programs: In October, 2023, the CSU Chancellor office issued a [CSU directive on low degree conferring programs](#). This directive applies to all CSU institutions, and it requested universities to review and make decisions on degrees that have been low degree conferring. The BA in Anthropology was determined to be “in need of action” based on very low enrollments and the resulting low number of degrees conferred. The action taken was that low sustainability of the program for future semesters would warrant discontinuation Fall 2025, and it would be marked for campus consideration of discontinuance in Spring 2025.
2. Quality of program: Since 2019, the program and resources have dwindled, making the experience of students sub-optimal and resulting in a diminishment of the overall quality of the program. Faculty retirements and exits have resulted in only one Tenured faculty member remaining in the program. In Fall 2024, 100% of courses were taught by non-T/TT faculty. In addition, these limitations have affected the breadth of offerings and modalities: 100% of offerings in Fall 2024 were online, and only 8 courses were being offered, 63% (5) of which had enrollments of 15 or under.
3. Centrality of a program to the University: While we consider the values and benefits of learning Anthropology to be high for the well-roundedness of student learning and for the development of critical thinking skills, the university could still fulfill its mission fully and in a more fiscally sustainable manner if this program were discontinued. In addition, the goals of critical thinking development could still be met and in a more fiscally sustainable manner if this program’s offerings continued to be offered within the GE listings and/or through possible reappearances of this topic as a concentration in another area.
4. Need and instructional contributions: If this program is discontinued, students could still access some related courses through the GE curriculum. In this way, students could still study some of the topics, if desired.
5. Cost: Given the high cost of instructional faculty running very low-enrolled courses (63% of Fall 2024 offerings had class sizes of 15 students or fewer) and the very low overall number of students in the program, this program is not cost-effective to continue running in its current form. In addition, declining student enrollments in university aged students suggest sustainability of the degree is unlikely to improve.
6. Teach out: If program discontinuance is granted, the program will implement the following Teach Out Plan for any existing students. As of Spring 2025, there remain only (17) students

enrolled in the ANTH major. Given this, the impact of discontinuation of this major and on teaching students out will be minimal. Regardless, the department of ANTH is committed to providing equitable treatment to all remaining students so that students have access to complete the program they chose within a reasonable time.

- Prior to discontinuation, ANTH will communicate with students clearly about the discontinuation plan, its timelines, and its implications if any. Given the small number of majors, this communication will also be personalized after advisor consultation to include a review of final courses needed by each student. The plan will include:
  - i. an announcement immediately upon discontinuation notice of a cut-off date beyond which no new students, including transfer students, will be permitted to enter the program. This will be the hiatus date of Fall 2025.
  - ii. All students currently listed by the Registrar as participants in this program shall receive written notification of the program discontinuance no more than 15 days after the official announcement by the President.
  - iii. Plans and alternatives shall be developed to allow currently enrolled students to complete a degree program. Students currently enrolled in the program should be given the opportunity to provide both written and oral statements regarding the alternatives available. Students will be matched with advisors to assist in option discussions.
  - iv. Normally, an academic program shall continue to serve its current students for at least two semesters (three full quarters) following the official announcement of program discontinuance by the President. As noted above, we're proposing a four semester teach-out through Spring 2027. During this transition period, course offerings will be designed to assist students in the program to complete the program requirements.
  - v. Notice that the program has been discontinued will be sent to all advisors, units, and agencies involved in advising or providing information regarding academic programs on this campus.

Thank you for your consideration.

## **CSU BAKERSFIELD POLICY ON DISCONTINUANCE OF ACADEMIC DEGREE PROGRAMS**

The following policy statement describes the procedures and requirements under which an academic degree program can be considered for discontinuance at California State University, Bakersfield. Program discontinuance is a seldom used but important component to the long-range planning of the University. It affords the University a deliberate process of program evaluation, and when done well, produces substantial consensus regarding the future direction of the department, school and/or university. Program discontinuance is not an appropriate procedure for addressing short-term financial crises or personnel problems. It is an appropriate process for evaluating the relevance and vitality of specific programs where substantial doubts exist as to the program's future viability and responsiveness. Normally, these doubts will be raised first by the faculty directly responsible for the program or will arise out of the normal program review process.

Six criteria govern decisions regarding discontinuance of an existing academic degree program. In each instance, strategies to strengthen or modify the program shall receive first and serious consideration as alternatives to discontinuance.

- (1) The overall quality of a program is an essential factor in decision making. There are many forms of supporting evidence that lead to conclusions regarding overall quality. For example, evidence of excellence in teaching, academic program reviews, accrediting agency reports, reputation within the discipline (including published surveys) and reputation across the campus, evidence of faculty and student scholarship, timeliness of the curriculum, currency of the faculty, and efforts to mentor and involve students in intellectual and creative pursuits attest to qualitative achievements.
- (2) Centrality of a program to the University is another consideration. This criterion basically addresses whether the University might fulfill its mission were this program to be eliminated.
- (3) Need is an important consideration. Both internal and external factors determine need. Internal considerations are related to the University's mission. It is the mission of California State University, Bakersfield, to be a comprehensive university which offers a variety of degree programs in the liberal arts and professions. Also, the instructional contributions of a degree program to other programs are important. External factors include the needs of our regional population, the clientele we serve, and to some extent, current student demand.
- (4) Diversity is an important criterion when considering program discontinuance. Faculty, students, and a curriculum which reflects diversity contribute to our ability to create this environment and better model a changing population.

- (5) Degree program size is a consideration. To be effective a degree program must have a sufficient number of faculty to provide a reasonable exposure to the discipline and a sufficient number of students to insure the integrity and continuity of the curriculum.
- (6) Cost and resource generation are appropriate criteria. In determining cost the following factors are useful: student/faculty ratio, factors that determine resource generation, program administration costs, anticipated future outlays, and a judgment about maximum utilization of resources. When appropriate, the ability to generate outside revenue can be balanced against cost factors.

#### Initiation of Program Discontinuance Procedures

A written request for the review of an academic program for the purpose of determining whether program discontinuance is warranted may be made by any one of the following parties:

- (1) the Chair of the degree program with the written approval of a majority of the tenured and probationary faculty in the program or, in appropriate instances, the program committee;
- (2) the Dean of the school in which the program is housed;
- (3) the Dean of Undergraduate Studies, but only in regard to an undergraduate program;
- (4) the Dean of Graduate Studies, but only in regard to a graduate program;
- (5) a majority vote of the Academic Senate; or
- (6) a majority vote of the University Program Review Committee.

Such a request shall be submitted in writing to:

- (1) the Vice President for Academic Affairs;
- (2) all Deans involved in the administration of the program;
- (3) the Academic Senate; and
- (4) all tenured and probationary faculty who teach in the program.

The letter making this request must clearly indicate the specific reasons for the suggested program discontinuance. If within 14 calendar days\* of receipt of this letter by the Vice President for Academic Affairs, none of the individuals or parties listed in (1) through (4) above (i.e., the Vice President for Academic Affairs, any Dean involved in the administration of the program, the Academic Senate by majority vote, or any tenured or probationary faculty member who teaches in the program) has objected to the proposed discontinuance in writing to the Vice President for Academic Affairs, a recommendation for discontinuance will be sent to

the President. If within 14 calendar days of receipt of the letter requesting program discontinuance at least any one of those parties has objected to discontinuance, then the following procedures must be followed before a recommendation for program discontinuance can be made to the President.

“Calendar days” exclude the Summer break and the breaks between quarters wherever the term is used in this document.

#### Appointment of a Special Review Committee

Within 14 calendar days of receipt of a letter objecting to a proposed program discontinuance from one of the parties listed above, the Senate Executive Committee in consultation with the Vice President for Academic Affairs shall appoint a Special Review Committee to conduct a special program review focused on issues related to potential discontinuance. The committee shall consist of:

- (1) six tenured faculty: one selected by the faculty who teach in the affected program, three from different units within the same school as the program in question, and one from each of two schools different from that of the program in question;
- (2) the Dean of the school in which the program is housed, who will serve as a nonvoting member; and
- (3) the Dean of Undergraduate Studies or the Dean of Graduate Studies, as appropriate, who will serve as a non-voting member for a program included in his or her administrative responsibilities.

#### Minimum Requirements for the Special Program Review

As a minimum, this review shall include:

- (1) direct, personal consultation with all current full-time faculty members who have taught courses in the program within the last two academic years;
- (2) an opportunity for students presently enrolled in the program to provide both written and oral statements regarding the proposed program discontinuance; and
- (3) an open forum, announced publicly at least 14 calendar days in advance, in which the University community at large has a chance to express its views.

The review shall address the following points:

- (1) an evaluation of the academic quality of the program (as described under criterion #1, P. 1);

- (2) an analysis of the cost and resource generation, over time, of the program;
- (3) study of enrollment trends over the past ten years, present enrollment in the program, and projected future enrollment;
- (4) consideration of alternatives that might increase the quality and/or student enrollment in the program, as needed;
- (5) consideration of alternatives for providing additional financial support for the program, as needed,
- (6) assessment of specific community needs served by the program;
- (7) assessment of the favorable and unfavorable impact that discontinuance of the program would have on other degree programs, other campus activities, and the curricular priorities and mission of the University;
- (8) study of the possible impact of program termination on faculty in that program and evaluation of possible on-campus faculty transfers which might occur, based on faculty skills, training, and desire as well as campus need; and
- (9) consideration of the impact discontinuance of the program would have on students presently enrolled.

A maximum of 45 calendar days will normally be allowed for the work of the Special Review Committee. Upon completion of its review, the Special Review Committee shall make a written report and recommendation to the Senate Executive Committee and the Vice President for Academic Affairs. This report must include the opportunity for minority reports from the Special Review Committee. The Senate Executive Committee shall forward the report for review by the Academic Affairs Committee and the Budget and Planning Committee. The Vice President for Academic Affairs shall forward the report to the appropriate Dean(s) and the affected department for review.

A maximum of 30 calendar days will be allowed for review of and rebuttal to the written report by the committees, Dean(s) and affected department. A copy of this report and any written rebuttals or statements should then be forwarded to the Executive Committee of the Academic Senate and the Vice President for Academic Affairs for final review. The Academic Senate normally will make its recommendation to the President regarding the program discontinuance no later than 60 days after receiving the recommendation of the Special Review Committee.

### CSU Program Discontinuance Procedures

If the President decides that program discontinuance is warranted, the campus will follow these procedures required by EP&R 79-10 regarding review by the Chancellor of program discontinuance proposals:

- (1) The campus President shall inform the Chancellor of the proposed discontinuance.
- (2) The Chancellor will review the proposal for system-wide effects with the advice from whatever groups he/she deems appropriate, and may request additional information from the campus if needed for this review.
- (3) The Chancellor will ordinarily provide comments on all such proposals within 30 days and will inform the President of any system concerns so that these may be considered in the final decision.
- (4) The President will not take any administrative action leading to the de facto or official discontinuance of an academic program before the Chancellor has commented on the proposal.

In the event the President's final decision is official discontinuance of an academic program, a cut-off date shall be announced immediately beyond which no new students, including transfer students, will be permitted to enter the program. All students currently listed by the Registrar as participants in this program shall receive written notification of the program discontinuance no more than 15 days after the official announcement by the President.

Plans and alternatives shall be developed to allow currently enrolled students to complete a degree program. Students currently enrolled in the program should be given the opportunity to provide both written and oral statements regarding the alternatives available. These alternatives may include:

- (1) completion of the program requirements by a certain date in order to receive the specified degree from this University;
- (2) completion of a closely related program offered by this campus;
- (3) completion of a similar program, if any, offered by other institutions within the California State University system; and
- (4) use of substitutions to meet this campus's requirements for the program.

The President, in consultation with appropriate administrators and faculty committees, shall make every effort to assist in the placement of faculty members displaced by program discontinuance in other appropriate programs or activities in the University or on other campuses in the California State University system.



Normally, an academic program shall continue to serve its current students for at least three full quarters following the official announcement of program discontinuance by the President. During this transition period, course offerings should be designed to assist students in the program to complete the program requirements.

Notice that the program has been discontinued will be sent to all advisors, units, and agencies involved in advising or providing information regarding academic programs on this campus.

## TIMELINE FOR PROGRAM DISCONTINUATION

- I. Letter received by the Vice President for Academic Affairs requesting degree program discontinuation.

### **14 Calendar Days\* After Receipt of Letter**

- IIA. If no party as listed above has objected in writing to the proposed discontinuation, a recommendation for discontinuation will be sent to the President.
- IIB. If any party as listed above has objected in writing to the proposed discontinuation, the procedures for program discontinuation as outlined in this document must be initiated.

### **Within 14 Calendar Days After Receipt of Written Objection**

- III. Special Review Committee must be appointed with procedures outlined above.

### **Within 14 Calendar Days Advance Public Notice**

- IV. An open forum must be held in which the University community at large can express their views.

### **Within 45 Calendar Days After Appointment of Special Review Committee**

- V. Special Review Committee must submit its completed report and recommendation to the Senate Executive Committee and the Vice President for Academic Affairs.

### **Within 30 Calendar Days After Receipt of Special Review Committee Report**

- VI. All reviews of rebuttals to, and general statements regarding the Special Review Committee report must have been submitted in writing to the Senate Executive Committee and the Vice President for Academic Affairs.

### **Within 60 Calendar Days After Receipt of Special Review Committee Report**

- VII. The Academic Senate must make its recommendation to the President regarding program discontinuance.

“Calendar days” exclude the Summer break and the breaks between quarters wherever the term is used in this document.

**From:** [Melissa Danforth](#)  
**To:** [Tiffany Tsantsoulas](#)  
**Cc:** [Katherine Van Grinsven](#)  
**Subject:** Re: Dean of Academic Programs section of University Handbook  
**Date:** Thursday, February 6, 2025 12:15:13 PM

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Hi Tiffany,

We'll add this to the growing list of Handbook / Bylaws issues.

And let Steve know that Dr. Elizabeth Adams is the Interim AVP of Academic Affairs.

Thanks,  
Melissa

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**From:** Tiffany Tsantsoulas <ttsantsoulas@csb.edu>  
**Date:** Thursday, February 6, 2025 at 11:58 AM  
**To:** Melissa Danforth <mdanforth@csb.edu>  
**Cc:** Katherine Van Grinsven <kvan-grinsven@csb.edu>  
**Subject:** FW: Dean of Academic Programs section of University Handbook

Hi Melissa,

Steve Walsh, member of the AS&SS committee, brought to my attention a section of the handbook that needs revision (see email exchange below). It is especially interesting to note the provision that academic advising is a responsibility of the AVP for Academic Affairs.

Could you look into adding this to the EC agenda?

Thank you.  
Sincerely,  
Tiffany

--

**DR. TIFFANY TSANTSOULAS**

She/Her/Hers  
Director of Interdisciplinary Studies  
Assistant Professor of Philosophy  
Department of Philosophy & Religious Studies  
661-654-2408

**California State University, Bakersfield**  
9001 Stockdale Hwy

Bakersfield, CA 93311

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**From:** Tiffany Tsantsoulas <ttsantsoulas@csub.edu>

**Date:** Thursday, February 6, 2025 at 11:57 AM

**To:** Steve Walsh <swalsh@csub.edu>

**Subject:** Re: Dean of Academic Programs section of University Handbook

Hi Steve,

Thank you for bringing this to my attention! I certainly see the need for a handbook revision, and closer consideration of this specific policy as it pertains to advising.

I will bring this item to EC for further discussion.

Sincerely,

Tiffany

--

**DR. TIFFANY TSANTSOULAS**

She/Her/Hers

Director of Interdisciplinary Studies

Assistant Professor of Philosophy

Department of Philosophy & Religious Studies

661-654-2408

**California State University, Bakersfield**

9001 Stockdale Hwy

Bakersfield, CA 93311

---

**From:** Steve Walsh <swalsh@csub.edu>

**Date:** Thursday, February 6, 2025 at 11:45 AM

**To:** Tiffany Tsantsoulas <ttsantsoulas@csub.edu>

**Subject:** Dean of Academic Programs section of University Handbook

Dr. Tsantsoulas,

Please find attached an extracted pdf copy of the page in the University Handbook (Section 104.2.1) which describes the Associate Vice President for Academic Affairs and Dean of Academic Programs. As you know, this position was once held by President Harper, then by Debra Jackson. I couldn't find anyone in the campus directory, on the Provost's org chart, or on the Academic Affairs webpage who currently holds that title.

The particular section that requires revision (to be in the same zip code as reality) is below:

“The Dean Academic Programs is responsible for general education, new baccalaureate degree programs, new minor and certificate programs, community service learning, student retention, **advising of students**, and orientation of new students.”

I highlighted the advising piece, but you could argue for a majority of these to be struck out. And it’s not a typo on my part that it reads ‘The Dean Academic Programs’ and not “Dean of...” that typo exists in the source file.

I hope this helps!

Take care,

--Steve

**STEVE WALSH**

Director, Educational Opportunity Program

Pronouns: he/his/him/himself

Educational Opportunity Program

Division of Strategic Enrollment Management and Student Support  
(661) 654-3218

**California State University, Bakersfield**

9001 Stockdale Hwy, Mail Stop: 23 AE  
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[www.csub.edu/eop](http://www.csub.edu/eop)



CALIFORNIA STATE UNIVERSITY  
**BAKERSFIELD**

**Katherine Van Grinsven**

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**From:** Melissa Danforth  
**Sent:** Monday, September 23, 2024 3:34 PM  
**To:** Zachary Zenko; Danielle Solano  
**Cc:** Katherine Van Grinsven  
**Subject:** RE: FAC Referral Request

Hi Zack,

Katie will add this to the agenda, although I'll note that at our current rate of tackling EC business and length of the EC agenda, it'll likely be the end of the semester before we get to this.

And my unit elects different committees to distribute the load across the tenured faculty, so that each tenured individual doesn't have to review as many files. As a younger department, we have had a lot of people to review in recent years, so that helps manage the workload.

We're also really two departments in one administrative unit, so we tend to have an "engineering" committee for the ECE faculty and a "computing" committee for the CMPS faculty. I imagine other blended departments with sufficient tenured faculty in each discipline might take a similar approach. And if the budget situation gets truly dire, we might have more blended departments in the future.

Melissa

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**From:** Zachary Zenko <zzenko@csub.edu>  
**Sent:** Monday, September 23, 2024 3:25 PM  
**To:** Melissa Danforth <mdanforth@csub.edu>; Danielle Solano <dsolano@csub.edu>  
**Cc:** Katherine Van Grinsven <kvan-grinsven@csub.edu>  
**Subject:** FAC Referral Request

Dear Melissa and Dani,

I'd like to request that the FAC takes up a referral to clarify the procedures of electing a Unit RTP Committee. It has come to my attention that different units handle this very differently, and the handbook is not clear on this.

Specifically, I believe the FAC should consider:

1. Whether all interested tenured faculty should be automatically considered for the election, or whether the size of the committee should be determined first.
2. Clarifying whether one Unit RTP Committee should be formed per unit, and then consistent for all faculty in that Unit (unless there are unique considerations, such as the additional member requested by the faculty member under review).

This is not an urgent priority, but I wanted to put it on your radar as I know that different faculty have approached me asking about these processes.

Thank you,  
Zack

**ZACHARY ZENKO, PH.D., FACSM, PAPHS**

He/Him/His  
Associate Professor  
Graduate Program Director, [MS in Kinesiology](#)  
Department of Kinesiology  
(661) 654-2799  
Office: EDUC 149  
[Zoom Link](#)

**Fall 2024 Office Hours**

Mondays and Wednesdays: 2:20 pm to 3:50 pm  
Thursdays: 1:45 pm to 3:45 pm  
By appointment

**California State University, Bakersfield**

Mail Stop: 22 EDUC  
9001 Stockdale Hwy  
Bakersfield, CA 93311

**Essentials of Exercise and Sport Psychology: An Open Access Textbook**



CALIFORNIA STATE  
**BAKERSFIELD**

I am a proud member of the California Faculty Association; if you are not already a proud member of CFA, [join here](#).

**From:** [Melissa Danforth](#)  
**To:** [Yize Li](#); [Danielle Solano](#)  
**Cc:** [Tracey Salisbury](#); [Sarana Roberts](#); [Zachary Zenko](#); [Katherine Van Grinsven](#)  
**Subject:** RE: Resolution regarding Removing Memo in Faculty's PAF  
**Date:** Sunday, August 25, 2024 11:07:06 AM

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Hi Yize,

An email to the Senate chair is sufficient for referring a concern to the Executive Committee. I'm Ccing Katie so she can add this to the EC agenda.

Thanks,  
Melissa

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**From:** Yize Li <yli11@csb.edu>  
**Sent:** Sunday, August 25, 2024 9:11 AM  
**To:** Melissa Danforth <mdanforth@csb.edu>; Danielle Solano <dsolano@csb.edu>  
**Cc:** Tracey Salisbury <tsalisbury1@csb.edu>; Sarana Roberts <sroberts21@csb.edu>; Zachary Zenko <zzenko@csb.edu>  
**Subject:** Resolution regarding Removing Memo in Faculty's PAF  
**Importance:** High

Dear Melissa and Danielle,

It was nice seeing both of you at the General Faculty Meeting on Friday. Thank you very much for organizing the meeting, especially the Q&A session with President and Provost and the open forum.

After asking my question regarding memo in Faculty's PAF, a number of colleagues chatting with me. Some of them thought that a most straightforward solution would be talking with the Academic Senate to see whether a resolution regarding removing memo in Faculty's PAF after 3 years could be developed and passed.

As shared during the Q&A session, the rationales are:

- (1) A reprimand letter is removed from Faculty's PAF after 3 years. A memo is an informal letter which could be a result of retaliation or arbitrary action, so it does not make any sense if a memo stays in Faculty's PAF for more than 3 years.
- (2) A memo in Faculty's PAF could have serious impact to faculty's career and professional reputation, especially for faculty being reviewed for tenure and/or promotion (including range elevation for lecturers).

I am Ccing this email to CFA President Tracey Salisbury, Vice President Sarana Roberts, and Faculty Rights Chair Zachary Zenko. Sarana and Zachary attended and presented in



the General Faculty Meeting, and Tracey participated in earlier discussions regarding administrators' placing memo in Faculty's PAF. They can probably provide more relevant information, including genders and races of faculty members whose PAF include memos that were placed by administrators.

This is my first time bringing up an issue officially to the Academic Senate, so I am not quite sure about the exact procedure. If I need to complete any paperwork or send this email to all members of the Academic Senate, please advise. Please also feel free to forward this email to other senators.

Best Regards,  
Yize

Yize Stephanie Li, PhD  
Professor of Physics  
Department of Physics and Engineering  
California State University, Bakersfield

**From:** [Janine Cornelison](#)  
**To:** [Melissa Danforth](#)  
**Cc:** [Katherine Van Grinsven](#)  
**Subject:** Re: Senate Recommendation  
**Date:** Monday, September 23, 2024 10:52:35 AM  
**Attachments:** [Outlook-California.png](#)

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Thank you, Melissa.

We want a specific policy like Long Beach. We are seeing so many students who have completed one major, they are ready to graduate, decide to add a second major. In those conversations, a majority of the time, students tell us they are not ready to leave. Since there is no policy indicating when a student is allowed to declare, we submit the declaration of major. We need a policy that indicates a timeline for declaring.

Advisors have had countless conversations with Dr. Harper regarding this, especially when he asks us why we aren't "getting the students graduated?"

**JANINE CORNELISON, M.S.**  
Academic Advisor  
College of Arts and Humanities  
(661) 654-2221

[www.csub.edu/ah/studentcenter](http://www.csub.edu/ah/studentcenter)



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**From:** Melissa Danforth <[mdanforth@csub.edu](mailto:mdanforth@csub.edu)>  
**Sent:** Monday, September 23, 2024 10:26 AM  
**To:** Janine Cornelison <[jcornelison1@csub.edu](mailto:jcornelison1@csub.edu)>  
**Cc:** Katherine Van Grinsven <[kvan-grinsven@csub.edu](mailto:kvan-grinsven@csub.edu)>  
**Subject:** RE: Senate Recommendation

Hi Janine,

We will add this to the Exec agenda once we get further information from Dr. Adams about systemwide policy. Do note that the Exec agenda is already packed, and we might not get to this specific item until closer to the end of the term.

A point of clarification though. We do have a Double Major policy in the catalog (<https://catalog.csub.edu/policies-procedures/academic-policies/undergraduate/academic-affairs-academic-programs/>):

"Double Majors

Students graduating with a double major are required to complete all components of each major, including the Senior Seminars. Although double-counting of courses from one major to the other is possible, the student must accumulate a minimum number of unduplicated units in each major. For the BA major, the minimum is 24 semester units; for the BS major, the minimum is 36 semester units.”

How specifically are the advisors wishing this policy to be updated?

Thanks,  
Melissa

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**From:** Janine Cornelison <jcornelison1@csub.edu>  
**Sent:** Monday, September 23, 2024 10:11 AM  
**To:** Melissa Danforth <mdanforth@csub.edu>  
**Cc:** Katherine Van Grinsven <kvan-grinsven@csub.edu>  
**Subject:** Senate Recommendation

Dear Senate Chair,

I hope this message finds you well. On behalf of the professional academic advisors, I am writing to formally request the development of a comprehensive double major policy for our campus.

Currently, our campus is one of only six within the system that does not have a specific policy regarding double majors. As a result, we have observed a growing number of students opting to pursue multiple majors, which has, in many cases, led to extended periods of enrollment and the postponement of their graduation. While we encourage academic exploration, the absence of clear guidelines can lead to challenges in advising and an overall delay in students' progress toward degree completion.

To assist with this effort, I have attached examples of the current double major policies from other campuses within our system. These can serve as a useful reference and starting point for developing our own policy. A well-defined double major policy would help to ensure that students are making informed decisions about their academic paths, while also promoting timely graduation. Such a policy could outline criteria such as credit requirements, eligibility, and time-to-degree limits, providing clarity and consistency for both students and advisors. We believe it will enhance the academic experience for our students and contribute to the overall efficiency of our institution.

Please let me know if you have any questions or need anything else from me.

Thank you.

**JANINE CORNELISON, M.S.**  
Academic Advisor  
College of Arts and Humanities

**From:** [Elizabeth Adams](#)  
**To:** [Melissa Danforth](#)  
**Cc:** [Katherine Van Grinsven](#)  
**Subject:** Re: Double majors  
**Date:** Monday, September 23, 2024 3:48:35 PM

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Hi Melissa,

There isn't a systemwide policy on double majors, but the general guidance in the past has been that double majors should not cause a student to extend their time to degree by very much. That guidance was issued during a time (and has not been updated since) when many campuses were over-enrolled and they were enforcing the "forbidden four" policy including exclusion of lower division transfer and second bacc admits. Now we're in a very different landscape.

All that said, the feds do limit the number of units a student can exceed the basic degree requirements to 20% of the total in awarding aid. In other words, they'll usually cut off aid at 150 units for a 120 unit degree. That 150 unit upper limit is usually the guiding principal behind various campuses allowing up to 140ish units to complete the second major (Humboldt, LB, LA, MB, Northridge).

The only policies from the CO are the minimum units for majors (BA: 24, BS: 36) and the requirement that we award all the earned degrees at the same ceremony. (Same degree, two majors like B.A. in English and Psychology or different degrees different majors like B.A. English and B.S. Computer Science).

The double counting thing is up to the campus, especially vis a vis minors. There are campuses that allow overlap with minors, but won't allow majors and minors in the same field. That tends to help students in interdisciplinary majors get a minor.

I think the 24/36 unit thing does make sense for double majors to ensure the quality and integrity of the degree (a WASC thing).

Always happy to discuss this kind of thing at length.

Elizabeth

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**From:** Melissa Danforth <[mdanforth@csub.edu](mailto:mdanforth@csub.edu)>  
**Date:** Monday, September 23, 2024 at 10:28 AM  
**To:** Elizabeth Adams <[eadams6@csub.edu](mailto:eadams6@csub.edu)>  
**Cc:** Katherine Van Grinsven <[kvan-grinsven@csub.edu](mailto:kvan-grinsven@csub.edu)>

**Subject: Double majors**

Hi Elizabeth,

The Senate Office received a request to consider updating the double-major policy for CSUB. The requestor included the attached document with policies around the system, but I think that information was gathered from the campus catalogs, rather than looking at systemwide policies. For example, impacted campuses may have more restrictive policies than unimpacted ones.

Is there a systemwide policy on double majors and/or maximum units attempted, perhaps as related to the campus's impactation status?

Relatedly, another complaint Senate frequently hears is the CSUB policy on double-counting courses between two majors or between the major and the minor.

Specifically for double-majors, the catalog says: "Although double-counting of courses from one major to the other is possible, the student must accumulate a minimum number of unduplicated units in each major. For the BA major, the minimum is 24 semester units; for the BS major, the minimum is 36 semester units."

And for minors, the catalog says: "The 12 units (normally four 3-unit courses) used in a minor cannot be drawn from those used to satisfy the major requirements. However, in the case of majors requiring extensive lower division cognates (e.g., Business Administration), students may count one of the cognate courses as one of the four required in the minor."

Is there a systemwide policy on double-counting courses between two majors and/or between the major and minor?

Thanks,  
Melissa

--

Dr. Melissa Danforth  
Pronouns: she/they  
Chair, CSUB Academic Senate  
PI, CSUB's S-STEM Scholarship Program  
Professor of Computer Science  
Department of Computer & Electrical Engineering/Computer Science  
California State University, Bakersfield  
Website: <https://www.cs.csub.edu/~melissa/>

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CSU Campuses with No Double Major Policy

- Bakersfield
- Chico
- East Bay
- Sacramento
- San Bernardino
- San Marcos – No double major policy, but does have an excess unit policy

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Channel Islands

**Multiple Majors**

- Students may declare more than one major. If all majors completed lead to the same degree, BA or BS, they will all appear on the diploma. If the majors lead to different degrees, the policy on double degrees applies. Double counting of courses shall conform to the policy in Senate Resolution 34-01.

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Dominguez Hills

**Double Major or Minor**

- A student may complete an additional minor or second major. Units used to satisfy the requirements for an additional major or minor cannot have been used in the first major or minor. The student shall declare the second major or minor at the time the Application for Graduation is filed and have the appropriate advisement form submitted. Whenever a double major is used to satisfy graduation requirements, the upper division courses must not overlap. The completion of an additional major or minor will be noted on the official transcript. A student who completes requirements for two majors under a single degree, BA or BS, may have both majors recorded on the diploma. A student who completes two majors leading to different degrees, for example, philosophy (BA) and public administration (BS), must declare one major as the degree major, in order to determine the appropriate degree to be awarded and notation for the diploma. A student will not be granted two diplomas and two degrees, as distinguished from two majors, at the same time. Note: The residency requirement for a second major is the same as for the primary major: 12 upper division units at CSU Dominguez Hills.

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Fresno

**Double (Concurrent) Major Requirements**

- Undergraduate students may desire to complete the requirements for more than one major at the time of completion of the baccalaureate degree (i.e., graduate with a double major). All requirements for each degree must be met. When students apply for graduation, they must designate which is the primary degree major. Minimum requirements and exceptions for double majors are as follows:
  - Double B.A. majors must include a minimum of 24 units exclusive of the other major, 12 of which must be upper-division.
  - Double B.S. majors must include a minimum of 36 units exclusive of the other major, 18 of which must be upper-division.
- Units may be double-counted for both majors above 24 mutually exclusive units (12 upper-division) in B.A. programs and 36 units (18 upper-division) in B.S. programs.
- Courses in General Education may be used to fulfill major or minor requirements.
- Students may not earn a special major as a double major.
- One Degree with More than One Major and/or Minor: Two majors leading to the same baccalaureate degree (such as a B.A. or B.S.) do not constitute separate baccalaureate degrees. Only one degree and one diploma will be awarded. Only one application fee is required for one degree, regardless of the number of majors and minors. A student may earn a maximum of two majors and two minors so long as all work can be completed within 144 units.
- Graduating with Two Degrees: A student may be awarded more than one baccalaureate degree (such as a B.A. & B.S., B.S. & B.F.A., etc.) at the same time provided that requirements of all degree programs have been completed. Students who complete two different baccalaureate degrees must apply for all degrees in a single degree period by submitting separate applications simultaneously. A fee is required for each application submitted. Students who concurrently complete the requirements for two baccalaureate degrees will be acknowledged on separate diplomas for each degree earned.
- Note: Students may not pursue a baccalaureate and master's degree concurrently.

Fullerton

**Multiple Majors and Second Baccalaureate Degrees**

- Within the units required for the baccalaureate, it is possible for a student to complete the requirements for more than one major within one degree (for example, a B.A.) when the additional major is within the same degree (in this case, another B.A.). At least 24 units, including 12 at the upper-division level, in each Bachelor of Arts major, or 36 units, including 18 at the upper-division level, in each Bachelor of Science major, must be applied exclusively to the respective major and may not be used to meet requirements in other majors. The student shall declare the additional major with the appropriate department no later than the beginning of the student's final year of study.
- The completion of additional majors will be noted at the time of graduation by appropriate entries on the academic record and in the commencement program.
- Students seeking two bachelor's degrees concurrently (i.e., in two different degree programs such as B.S. and B.A.) may qualify for graduation with the approval and recommendation of the faculty upon completion of the following:
  - minimum of 60 units in residence (30 units for each degree);
  - minimum of 48 upper-division units among the 60 residence units mentioned above;
  - a minimum of 12 upper-division units in residence in courses offered by each of the major departments in which the two degrees are being sought; and
  - all requirements in major fields of study, general education, scholarship (minimum grade-point average), and all other minimum unit requirements.

Humboldt

**Second Major (Double Major)**

- Students may earn a bachelor's degree with two majors by completing the requirements for both programs. Although both majors appear on the permanent record, the student receives one degree.
- Students may declare and complete a second major only if they meet the following criteria:
  - Declare second major before earning 90 units; and
  - Demonstrate that they can graduate with both majors completed in fewer than 140 total units.
  - Students who choose to complete a second major and cannot complete the required courses in less than 140 units may submit a request for an exception to the department chair and college dean.

Long Beach

**Declaring a Second Major**

- Students may be allowed to complete the requirements for two baccalaureate programs concurrently in accordance with the Timely Graduation Policy. Students wishing to add a second major must meet the major-specific criteria for the new major as defined in Major Specific Declaration Requirements for CSULB Students.
- While students are encouraged to pursue their academic interests, all degree objectives (e.g., majors, minors, certificates) must be completed within 120% of the units allowed for the primary degree as stipulated in CSULB's Timely Graduation for Undergraduate Students policy. Students must declare all degree objectives before reaching 90 units.
- Also note that CSULB's Academic Progress Rules for Undergraduate Programs policy stipulates that if any one of a student's three GPAs is below 2.5, the student must have the approval of their primary major advisor to add any additional degree objectives. Please note that students whose major GPA is near or below a 2.0 are unlikely to be allowed to pursue additional degree objectives until they have improved their major GPA.
- Before the student satisfies the specified criteria, the student should meet with the department academic advisor to discuss the possibility of adding the additional major. If the major advisor supports the request, the advisor will electronically submit the request to Enrollment Services. Be aware that additional information may be requested to ensure compliance with the policies mentioned above prior to processing the request. One diploma will be issued reflecting both majors. A course, or courses, may be used to satisfy the individual requirements of both majors, without limit, as long as the required pattern of course work is completed for each major.

Los Angeles

**Changing your Major or Declaring a Second Major**

- Students may change their major or add a second major if they will be able to complete their baccalaureate degree in no more than 120% (144 units for a standard 120-unit program) of the units required by their primary degree program, including a second major or any minors. Undergraduates may declare up to (a) two majors without a minor (b) one major and two minors.
- If you are considering changing your major or declaring a second major, be aware that you must meet any major-specific criteria in the new major. To determine whether your desired major has major specific criteria, see the list of Major Specific Declaration Requirements. You can check how your academic course work applies to the proposed new major's admission requirements or degree requirements by creating a 'What-if Report' available in the 'Academics Section' of the GET Student Center. If you want to see your progress towards meeting the admission requirements, select the 'pre-major' code under the Area of Study drop down, such as Pre-Criminal Justice. If you want to see all of the degree requirements for the major, select the actual major in the Area of Study drop down such as Criminal Justice.
- Once you have satisfied the specified criteria, meet an advisor from the College Advising and Student Success Center to explore the possibility of changing your major. If the advisor supports your request, the advisor will electronically submit your request to Enrollment Services. Be aware that additional information may be requested to insure compliance with the policies mentioned above prior to the processing of the request.
- Note: Due to special requirements, PaGE and Second Baccalaureate students are not allowed to change their degree objective nor are they eligible to declare additional bachelor-level majors or minors.

Maritime Academy

**Declaring Double Major Procedures**

- Students interested in completing double majors must follow the procedures detailed on the "Application for Double Major" form and meet the minimum standards provided therein. Application for a double major will take into consideration numerous factors including, but not limited to, student academic progress, space restrictions, competitive standards, and time to degree completion.
- Requirements of double majors include:
  1. Each of the two majors must consist of a minimum of 36 non-overlapping major units.
  2. A student who began at Cal Maritime as a freshman must complete coursework for both degrees within five academic years.
  3. A student who began at Cal Maritime as a transfer or second baccalaureate student must complete coursework for both degrees in no more than four years.
  4. The second major of a double major may not be an impacted major.
  5. Approval of double majors is not guaranteed.
  6. Double majors, if granted, are considered conditional and subject to change if: a student fails to meet academic requirements in the first or second major; a student has a change of academic and/or disciplinary status; or, a student fails to enroll in the approved courses as outlined by academic advisors each term for each major.
- In accordance with CSU Executive Order 971, if a student has completed the requirements for two or more majors leading to the same baccalaureate degree, those majors shall be acknowledged on the diploma. If a student has completed the requirements for two or more majors leading to different baccalaureate degrees, those degrees and the completed major or majors leading to each degree shall be acknowledged on the diploma. If more than one major or degree is to appear on the diploma, the student shall be consulted regarding the order in which the student prefers the degree(s) and major(s) to appear.



Monterey Bay

**Declaring a Second Major**

- Students may declare a second major (i.e., double major) only if they can complete both the requirements for both majors within 144 units. Students must have a minimum cumulative GPA of 2.5 to add additional degree objectives, unless approved by the advisor for their current primary academic program. Students may not declare a second major after completing the requirements of their first major.
- Student requests to declare a second major must be approved by the advisors of both majors. If the student seeking to declare a second major has 90 or more earned units, the request must also be approved by the AVP for Academic Programs. All requests to declare a second major must be accompanied by an advisor-approved educational plan demonstrating that the additional major requirements can be completed within 144 units. When a student completes two majors, both majors will be documented on the transcript, and appropriate diploma(s) will be issued.
- For majors leading to a Bachelor of Arts, 24 units (of which at least 12 units are upper-division and taken in residence at CSUMB) shall only be used for fulfillment of the requirements of one major. Units completed in addition to the 24 units may be used for fulfillment of the requirements of the second major (i.e., double counted).
- For majors leading to a Bachelor of Science, 36 units (of which at least 18 units are upper-division and taken in residence at CSUMB) shall only be used for fulfillment of the requirements of one major. Units completed in addition to the 36 units may be used for fulfillment of the requirements of the second major (i.e., double counted).

Northridge

**Adding a Second Major**

- Students may add a second major (double major) only if they can complete both majors within 140 units. Students may not add a second major after completing the requirements for their first major. Student requests to add a second major must be approved by the department chairs of the existing major and the second major. If the student seeking to add a major has 90 or more earned units, the request also must be approved by the associate dean (or college designee) of the new major. All requests to add a second major must be accompanied by a plan demonstrating that the additional major can be completed within 140 units. When a student completes two majors, both majors will be recorded on the diploma. Courses taken to satisfy the requirements for one major may be double counted if they satisfy requirements in the second major.
- Double majors in the same department are permitted unless specifically excluded in the University Catalog.

**Changing Major or Option**

- Students seeking to change majors/options must be able to complete the new major/option within 140 units. Student requests to change a major/option must be approved by the department chair of the new major/option. If the student has 90 or more earned units, the request also must be approved by the associate dean (or college designee) of the new major/option. Requests to change majors/options must be accompanied by a plan demonstrating that the new major/option can be completed within 140 units.

Pomona

**Declaration of Minors and Additional Majors**

- Students may declare up to two minors in addition to their primary major if all academic programs can be completed within 36 units above the number of units required for their primary major. Students must receive the approval of the chair of the department offering the proposed academic program.
- Students may declare one major in addition to their primary major if all academic programs can be completed within 48 units above the number of units required for their primary major. Students must receive the approval of the chair of the department offering the proposed academic program.
- Minors or double majors may be declared at any time in a students' career but students are strongly encourage to declare minors and double majors early in their career. After earning 135 totals units, students may declare a minor or additional major only if they are in good academic standing and have the approval of the chair of the department offering the proposed academic program.
- Credits from transfer units, non-traditional college-level work (including AP, IB, and CLEP examinations, and credit by challenge examinations), and military service in excess of 90 quarter units shall be excluded from the unit count for the purposes of the minor and double major policies.\*
- Students may request exceptions to the minor and double major policy by filing a general academic petition.
- \*Students often have credits from these sources that are not applicable to their Cal Poly Pomona degree program for a variety of reasons, including unfamiliarity with how tertiary education works (especially first generation college students), poor advising at Community College, exploration/change of career direction, credits for sports, etc. The intention of this policy is to count up to 90 quarter units that likely fulfill GE and academic program requirements at Cal Poly Pomona without prohibiting transfer students from minoring or double majoring if they have a large number of units that do not further their Cal Poly Pomona degree.

San Diego

**Multiple Majors**

- Some students may wish to complete up to three majors. In such a case, each major must be declared with the Office of the Registrar, and all requirements for each major must be fulfilled.
- In the case where the same class is required for each major, the class can only be counted towards one of the major requirements. Therefore, you must substitute another class for one of your majors, as approved by your major advisor.

San Marcos

**Excess-Units Seniors**

- Students seeking a first baccalaureate degree who have earned 150 or more units and who have not yet graduated are considered to be “excess-units seniors” (exception: Nursing majors and Integrated Credential Program students are not subject to this policy). The records of such students will be reviewed and advising will be provided in order to facilitate their graduation. This may include such actions as
  - Automatic graduation of students who have met all graduation requirements;
  - Identification of possible course substitutions that would make it possible for students to graduate;
  - Early priority registration for the purpose of being able to register in courses needed for graduation; and
  - Additional advising and the development of a graduation plan that the student would be expected to follow.
- Students choosing to appeal their automatic graduation must submit a Degree Conferral Appeal. The appeal must include a narrative statement elaborating how excess units were accumulated, their educational intent, and completion timelines. The appeal will be reviewed by a committee consisting of Dean or Designee from the College of the student’s major, a designated academic advisor from the student’s major, and an appropriate faculty representative from the student’s academic department/program.
- Students with more than 130 attempted units may only change their majors if the change of major allows for graduation at a date no later than the earliest date possible with the current major. Similarly, students with more than 130 attempted units may only declare additional majors or minors if the additional majors or minors allow for graduation at a date no later than the earliest date possible with the first major. In these cases, approval from a staff advisor in Advising Services will be needed. Exceptions can be granted by an appropriate faculty advisor such as the department chair or designee.

San Francisco

**Double Major**

- With careful academic planning, it may be possible for students to complete two majors. When possible, students are encouraged to complete both degrees without exceeding 120 units. Students who are significantly over 120 units may be monitored and required to meet with an academic advisor to track their degree progress. Students who complete two majors may apply for both degrees in a single commencement by submitting one degree application with approval from both major departments. No additional fee is required for the second application.

San Jose

**Double Major**

- If a student has completed the requirements for two or more majors leading to the same baccalaureate degree (e.g., two B.A. degrees or two B.S. degrees) for the same graduation application period, those majors shall be acknowledged on a single diploma and on the student’s transcripts. Each major, not including courses in preparation for the major, must consist of at least 36 units for Bachelor of Science degree majors, or at least 24 units for Bachelor of Arts degree majors, units that are completely separate and distinct from the other degree. The University has the right to restrict students from pursuing double majors, particularly when resources must be equitably distributed among all students.

## Deliverables:

1. **Assessment Report:** A detailed report on the current communication tools, their usage, and effectiveness.
2. **Best Practices Guide:** A guide outlining best practices for communication in educational institutions.
3. **Cost Efficiency Analysis:** A report analyzing the cost efficiency of current communication tools and potential alternatives.
4. **Integration Plan:** A plan for integrating recommended communication tools with Canvas.
5. **Final Recommendations:** A comprehensive report with recommendations for communication standards.

## Timeline:

The working group will aim to complete its work within six months, with the following milestones:

- **Month 1-2:** Assess current communication tools and identify best practices.
- **Month 3-4:** Conduct cost efficiency analysis and explore integration with Canvas.
- **Month 5:** Develop draft recommendations and seek feedback.
- **Month 6:** Finalize recommendations and submit the report to campus leadership.

## Approval:

This charter will be reviewed and approved by the campus administration.

**Katherine Van Grinsven**

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**From:** Carl Kloock  
**Sent:** Friday, January 31, 2025 4:15 PM  
**To:** ORG-AcademicSenateOffice  
**Subject:** Policy change suggestion: Minors  
**Attachments:** Minors & double-counting.docx

Please see attached for a suggested change to the Minor policy at CSUB, with rationale. Thank you very much,  
Carl

Dr. Carl Kloock  
Professor, Department of Biology  
California State University, Bakersfield.

We need to change the rule that says only one course can double-count for a minor. (Catalog: Academic Affairs and Academic Programs; my emphasis)

## Minors

CSUB offers four different types of minors: a traditional minor from a single discipline, a thematic minor, an interdisciplinary minor, and a special minor. Regardless of type, minors require a minimum of 12 semester units, at least 6 of which must be upper division units. The 12 units (normally four 3-unit courses) used in a minor cannot be drawn from those used to satisfy the major requirements. However, in the case of majors requiring extensive lower division cognates (e.g., Business Administration), **students may count one of the cognate courses** as one of the four required in the minor.

This rule penalizes students in majors with a high cognate load.

For example, Biology students currently have eight units of Chemistry as cognates. The Chemistry minor requires 16 units, 8 of which must be upper division. With the current minor policy, students can double-count one three-unit course and therefore, need to complete 21 total units of chemistry to get a chemistry minor, while students from non-science areas need only 16. What is the logic that says that some students can get a chem minor with ~76% of the units a Biology major needs?

Beginning in Fall 25 Biology will require an additional four Chemistry units to get us up to the minimum of 18 of the 20 other CSU campuses with biology programs (we currently require 8, most CSU Biology require 12-15 units of Chemistry). With this change and under the current policy, Biology majors will need 25 units in Chemistry to earn a Chemistry minor. So biology students will need 156% more chemistry units than most other students to earn a Chemistry minor. This is unfair to Biology students, and I suspect other majors have similar issues.

The bar on overlap between the major and the minor is a CSUB policy and not a CSU-wide policy, and in fact, contradicts CSU policy, which explicitly states that additional requirements (i.e. cognates) may normally be applied to the minor. (see EO 1071, next page).

I propose a change to the overlap requirement to allow all lower division cognate units to also count for the minor. Then with 8 units of upper division chemistry on top of what we require, a Biology major could get a Chemistry minor. If we make this change, a Biology major would currently need 16 units, just like any other student; in Fall 2025, this would increase to 20 units, which is still 125% of other majors, but far more equitable than the current situation.

Proposed change to Minor policy.

## Minors

CSUB offers four different types of minors: a traditional minor from a single discipline, a thematic minor, an interdisciplinary minor, and a special minor. Regardless of type, minors require a minimum of 12 semester units, at least 6 of which must be upper division units. The 12 units (normally four 3-unit courses) used in a minor cannot all be drawn from those used to satisfy the major requirements. However, ~~in the case of majors requiring extensive lower division cognates (e.g., Business Administration),~~ students may count ~~one of the~~ lower division cognate courses ~~as one of the four required~~ intoward the minor.

The following is excerpted from EO 1071 (my emphasis):

(<https://calstate.policystat.com/policy/15032383/latest>)

### Definition of Terms

1. Options, concentrations, emphases and similar subprograms are not defined at the system level, nor are unit minima for these "subprograms" established at the system level.
2. Minors are not defined at the system level, and campuses may set local policy regarding minors.

AND: Cognates do count toward minors at other CSU!! (at least one of them): From Fresno state catalog (where they call cognates "additional requirements": with my emphases):

(<https://catalog.fresnostate.edu/content.php?catoid=3&navoid=77&hl=%22Minor%22&returnto=search>)

**Additional Requirements.** Courses from one or more departments or programs that are required in support of the major. Such courses are not included in the minimum 2.0 grade point average required in the major for graduation and may be waived or substituted at the discretion of the major department or program. Additional requirements normally may be applied toward a minor. Additional requirements may also be applied toward General Education unless specifically prohibited by the major department.

...

**Minor.** In addition to academic majors, the university offers a number of minors. A minor is a formal set of courses in a designated subject area distinct from a student's major. The intent of a minor is to provide a condensed and cohesive academic experience, in addition to a major. Minors consist of a minimum of 12 semester units, at least 6 of which must be upper-division residence units. Minors must be completed with a minimum GPA of 2.0. Minors offered by academic departments and programs are listed in the minors section of the catalog. Detailed descriptions are found in the listings of the particular departments and programs. Courses in the minor may not also count toward a student's major except as Additional Requirements to that major. However, courses fulfilling requirements for a minor usually may be counted toward General Education. Refer to the description of the specific minor for exceptions.

From the CSUB Catalog:

### Requirements for the Minor in Chemistry

Although no minor is required for the BS degree, a minor in chemistry is available, consisting of 16 units, 8 of which must be in upper division courses taken at CSUB.

Dr. Carl Kloock  
Professor, CSUB Dept. of Biology

**ACADEMIC SENATE  
OF  
THE CALIFORNIA STATE UNIVERSITY**

AS-3551-21/FA/AEDI (Rev)  
March 17-18, 2022

**ESTABLISHING AN INTERRUPTION PRACTICE FOR THE ASCSU**

- RESOLVED:** That the Academic Senate of the California State University (ASCSU) acknowledge that establishing an environment which values and prioritizes equity, diversity and inclusion requires attention to the impact of our discourse, regardless of intent; and be it further
- RESOLVED:** That the Academic Senate of the California State University (ASCSU) adopt a Standing Rule of Order – Interruption Statements (Attachment A); and be it further
- RESOLVED:** That the ASCSU adopt a Special Rule of Order -Point of Interruption (Attachment B); and be it further
- RESOLVED:** That the ASCSU urge campus Senates to consider adopting similar policies in pursuit of our joint goals of equity, diversity and inclusion; and be it further
- RESOLVED:** That the ASCSU distribute this resolution to the CSU Board of Trustees, CSU Chancellor, CSU campus Senate Executive Committees, California Faculty Association (CFA), California State Student Association (CSSA), and the CSU Emeritus and Retired Faculty & Staff Association (CSU-ERFSA).

***RATIONALE:** The impact of our words can sometimes be quite different from that intended by the person speaking. This is recognized in a wide variety of policies concerning hate speech (e.g. <https://items.ssrc.org/disinformation-democracy-and-conflict-prevention/classifying-and-identifying-the-intensity-of-hate-speech> and ALA publication <https://www.ala.org/advocacy/intfreedom/bate>). An integral part of anti-racism work involves acknowledging those impacts and seeking to minimize the number of occasions where our words reify racial or gender-based narratives. The process of thoughtfully and kindly interrupting the meeting to draw the issue to one another's attention is an effective mechanism for raising the issue without engaging in shaming or blaming – in the vernacular, Calling In rather than Calling Out.*

*The intentionality of our efforts toward equity, diversity and inclusion and to address issues of racism and misogyny are reflected in the following formal statements of this body:*

[AS-3404-19/EX \(Rev\): Creation Of An Ad Hoc Committee To Advance Equity, Diversity And Inclusion Within The Academic Senate Of The CSU](#)

*This resolution urges the creation of a committee to examine ASCSU practices to provide recommendations to the Executive Committee about ways to increase equity, diversity and inclusiveness in the ASCSU. (Approved Unanimously January 23-23, 2020).*

***AS-3404-19/EX (Rev) Rationale:*** *in light of the anti-bias training in which the ASCSU participated during the previous academic year and the interrupting racism training during the first plenary of this academic year, a conversation arose among many senators encouraging a theme of inclusiveness and anti-bias be adopted for the current academic year. It was suggested that one way the ASCSU can advance this agenda is by moving beyond individual actions, interactions and attitudinal changes, but also striving for appropriate changes in institutional policies and procedures. Approved unanimously - January 23-24, 2020*

[AS-3370-19/FA/EX \(Rev\): Request That The ASCSU Schedule An Interrupting Racism Training Session In September 2019](#) - Approved Unanimously – May 16-17, 2019

*The ASCSU encourages the 2019-2020 ASCSU executive committee to allocate sufficient time at the September 2019 plenary for a complete session of the interrupting racism training offered by the California faculty association (CFA), or equivalent training, to help provide an effective learning environment for our students, especially students from historically marginalized communities*

[AS-3518/2022 EX \(Rev\): Increasing the Membership of the Ad Hoc Committee to Advance Equity, Diversity, and Inclusion \(AEDI\) Within the ASCSU](#) - Approved Unanimously January 20-21, 2022

*That the Academic Senate of the California State University (ASCSU) increase the membership of the ad hoc committee to Advance Equity, Diversity, and Inclusion (AEDI). The Committee will consist of at least seven (7) Senators appointed by the Executive Committee, with at least one member from the Executive Committee.*

**Approved – May 19-20, 2022**



## **Attachment A**

### **Standing Rule of Order – Interruption Statements**

All agendas of the ASCSU and its committees shall include the following:

#### **Interruption Practice Statement**

As part of our continuing commitment to an environment where equity, diversity and racial/social justice may thrive, when we experience examples of racial narratives, racism, whiteness or misogyny in our meetings, or as we conduct our business, we will speak up. This means we can interrupt the meeting and draw the issue to one another's attention. We will do this kindly, with care and in good faith. Further, as we engage interruptions we will take an intersectional approach, reflecting the fact that white supremacy, racism and misogyny operate in tandem with interlocking systems of oppression of colonialism, class, cisheteropatriarchy, and ableism, among others.

## **Attachment B**

### **Special Rule of Order – Point of Interruption**

When any communication by any speaker during a meeting involves invidious racial narratives, racism, misogyny, or other forms of bias, any member may raise a Point of Interruption to draw attention to the issue.

#### **Usage**

The concerned member calls out ‘Point of Interruption’. The speaker pauses. The chair recognizes the concerned member and asks them to state the issue. The concerned member gives a polite and brief explanation. The chair returns the floor to the speaker.

#### **Technical details**

This device is a form of Raise a Question of Privilege pertaining to the privileges of the assembly as a whole (§19).

Takes precedence over all other motions, including other Questions of Privilege, except the higher-ranked privileged motions to *Recess*, to *Adjourn*, and to *Fix the Time to Which to Adjourn*.

#### **In order when another has the floor**

A Point of Interruption cannot provide the basis for a Question of Privilege pertaining to the privileges of the interrupted speaker.

## Katherine Van Grinsven

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**From:** Melissa Danforth  
**Sent:** Thursday, January 23, 2025 11:04 AM  
**To:** Katherine Van Grinsven  
**Subject:** FW: Addition to handbook?

Hi Katie,

Please add this to the EC agenda under the new item we added yesterday for SOCI issues not covered by the current resolution. Make this a new sub-bullet point labeled "RTP committee training with respects to SOCI".

Carol is okay with sharing this email with EC as backup to the item. It was also discussed at the December Senate meeting.

Thanks,  
Melissa

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**From:** Carol Dell'Amico <cdellamico@csb.edu>  
**Sent:** Wednesday, January 22, 2025 1:25 PM  
**To:** Melissa Danforth <mdanforth@csb.edu>  
**Subject:** Addition to handbook?

Hi Melissa,

I was encouraged to contact you about this – I'm in the AAC right now and it came up as we were discussing SOCI last semester. I was thinking that a short section that might be added to the Handbook could cover **RTP Committee Members' Responsibilities**—*but I think dept chairs might have a responsibility, too*. Let me explain:

One thing we were talking about was bias in SOCI. A couple of the AAC members said that they were bowled over to hear about some of the comments that had appeared on SOCI and that had been shared with them – about a faculty member being pregnant was one. The couple of comments that struck faculty and that were shared were extremely obvious instances of bias, comments that any sensible committee member would ignore--comments that now would get the whole SOCI form along with its quantitative data thrown out. What was not mentioned until I brought it up was the routine, endemic, "unseen" bias that exists in evaluations of this sort: professors with accents (or rather certain accents), women professors, professors of color – etc. - that is, there are groups whose SOCI can show generally lower scores and less enthusiastic written responses. *Committee members need to be aware of this.* (Yes, certain professors are just stars, but the most of us are just as earnestly good as we can be and potentially subject to biased responses.) The scholarship on bias of this kind is everywhere and has been for a long time. My point? Every SOCI season, it should be the chair's responsibility to remind RTP committee members that these sorts of bias exist—and remind committee members of the Handbook responsibilities, if they come to exist – and chairs could even be expected to SEND out that section of the handbook. Other "responsibilities" that might be listed:

- Members should respond to the contents of the folder **strictly in relation to the departmental criteria** (to guard against the infiltration of agendas or personal hobby-horses).
- Commentary on SOCI should concern itself with relevant **patterns** in student response and never isolated or rare commentary. (We have all wondered at committee letters that managed to find the ONE negative comment and dilate on that, despite all the other gushing responses!).

I wish such a section weren't necessary, but I think it is. We all have or have heard horror stories.

That's my two cents, for now.

Thanks,

Carol

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Carol Dell'Amico  
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