



Academic Senate Meeting – Spring 2025

Thursday, March 27, 2025

Agenda

10:00 AM – 11:30 AM

Location: Dezember Leadership and Development Center, Room 409-411

Zoom Link: <https://csub.zoom.us/j/89047995676?pwd=VEdFQVJkZTk5UUVzblQyNDR4UkZrUT09>

Senate Members: Chair M. Danforth, Vice-Chair D. Solano, Senator A. Hegde (excused), Senator C. Lam, Senator N. Michieka, Senator T. Tsantsoulas, Senator M. Naser, Senator D. Wu, Senator S. Sarma, Senator L. Kirstein (excused; alt. I. Edkins), Senator A. Stokes (excused), Senator Z. Zenko, Senator S. Roberts (virtual), Senator K. Holloway (excused; alt. M. Taylor), Senator H. He, Senator A. Grombly, Senator E. Correa, Senator J. Deal, Senator R. Dugan, Senator T. Salisbury, Senator J. Cornelison, Senator E. Pruitt, Interim Provost J. Rodriguez, Senator J. Dong and Senate Analyst K. Van Grinsven.

Guests: President V. Harper

- I. Call to Order and Tejon Tribal Land Acknowledgement
- II. Approval of Minutes
 - a. March 13, 2025 (deferred)
- III. Announcements and Information
 - a. President's Report – V. Harper (**Time Certain: 10:10 AM**)
 - i. CSU Bakersfield Energy Innovation Building
 - b. Elections and Appointments – D. Solano (handout)
 - c. Events:
 - i. Friday, April 4 – Lecturer Town Hall
 1. Time: 1:00 – 2:00 PM
 2. Location: DLC 401 D and virtual
 - ii. Wednesday, April 9 – Special Review Committee for the Discontinuation of Anthropology Campus Open Forum
 1. Time: 10:00 AM – 11:00 AM
 2. Location: BDC 154B and virtual ([Zoom Link](#)).
 - iii. Wednesday, April 23 – President's Open Forum

1. Time: 9:00- 10:30 AM
2. Location: Student Union MPR and virtual ([Zoom Link](#)).

IV. Approval of Agenda **(Time Certain: 10:05 AM)**

V. Reports

- a. Interim Provost's Report – J. Rodriguez
- b. ASCSU Report – Senators Lam and Michieka (handout)
- c. ASI Report – Senator Pruitt
- d. Staff Report – Senator Cornelison
- e. Committee Reports:
 - i. Executive Committee – Vice-Chair Solano (handout)
 - ii. Standing Committees:
 1. Academic Affairs Committee (AAC)– Senator Deal (handout)
 2. Academic Support and Student Services Committee (AS&SS)– Senator Tsantsoulas (handout)
 - a. Memo regarding Referral 2024-2025 #29 Canvas Course End Date
 3. Budget and Planning Committee (BPC) – Senator Wu (handout)
 4. Faculty Affairs Committee (FAC) – Senator Zenko (handout)
- f. CFA Report – Senator Salisbury (deferred)

VI. Resolutions **(Time Certain: 10:35 AM)**

- a. Consent Agenda:
 - i. RES 242526 – Changes to the Spring 2026 Academic Calendar– EC (handout)
- b. Old Business:
 - i. RES 242521 – Composition of the Search and Screening Committees for Academic Administrators– FAC (handout)
 - ii. RES 242523 – Faculty are Humans (AS&SS and FAC) (handout)
- c. New Business:
 - i. RES 242524 – Committee on Professional Responsibility, Revisited – FAC (handout)
 - ii. RES 242525 – Evaluation of Academic Administrators, Part II – FAC (handout)

VII. Open Forum **(Time Certain: 11:15 AM)**

VIII. Adjournment



CALIFORNIA STATE UNIVERSITY
BAKERSFIELD

Academic Senate: Elections & Appointments

March 27, 2025

Important Election Announcements

Lecturer Electorate Representative

- *Election in Progress – Only lecturers are eligible to vote*

SPECIAL ELECTION Senate Constitution Change

- RES 242515 (Bylaws and Handbook Changes in Response to ASCSU Constitution Ratification) proposes to amend the Constitution and must be approved by a vote

Academic Standing Committees

- Calls for interest in serving on Standing Committees to (hopefully) go out before spring break
 - *2025-26 senators must complete the form – All other faculty are invited to complete the form*
- Calls for Academic Standing Committee Chairs to go out at the same time
- New format (probably a Qualtrics form)

Spring 2025 Call Cycle

1. Statewide Senator – *Completed*
2. Senators for Colleges – *Completed*
3. Senators At-Large – *Completed*
4. College Elected Positions on Committees – *Completed*
5. Lecturer Electorate Representative – *Election in progress*
6. At-Large Elected Positions on Committees – *Election in progress*
7. College appointed positions on committees – *run by colleges (calls going out hopefully next week)*
8. At-Large and unfilled college appointed positions – *including unfilled college positions and elected positions with no nominations after second calls*

Results of College Elected Positions (1 of 3)

Artificial Intelligence Committee (AIC)

- *A&H: Steve Gamboa – Philosophy & Religious Studies*
- *BPA: Zhenning Xu – Management/Marketing*
- *NSME: Alberto Cruz – CEE/CS*
- *SSE: Amanda Studebaker – Sociology*

College Election Committees

- *A&H: Sean Wempe – History*
- *BPA: Dan Zhou – Accounting & Finance*
- *BPA: Mansik Hur – Management/Marketing*
- *NSME: Propser Torsu – Mathematics*
- *SSE: Yeunjoo Lee – Advanced Educational Studies*

Committee on Professional Responsibility (CPR)

- *BPA: Di Wu – Finance/ Accounting*
- *NSME: Yize Li – Physics & Engineering*

Faculty Honors & Awards Committee (FHAC)

- *A&H: Sean Wempe – History*
- *A&H Alternate: Mandy Rees – Music & Theatre*
- *BPA: Ji Li – Finance/ Accounting*
- *BPA Alternate: Najmeh Kamyabi – Economics*

2025-26 College Election Committees

Arts and Humanities

- Joel Haney
- Lena Taub
- Sean Wempe
- *Admin Support: Adrianna Hook*

Business and Public Administration

- Richard Gearhart
- Mansik Hur
- Jinping Sun
- Dan Zhou
- *Admin Support: Maria Diaz*

Natural Sciences, Mathematics, and Engineering

- Alberto Cruz
- Sophia Raczkowski
- Prosper Torsu
- *Admin Support: Maria Chavez*

Social Science and Education

- Dirk Horn
- Yeunjoo Lee
- Dahna Stowe
- *Admin Support: Alex Alva*



Results of College Elected Positions (2 of 3)

Faculty Teaching & Learning Center Advisory Board (FTLC)

- *SSE: Michael Ault – Political Science*
- *Library: Kristi Chavez*

General Education Curriculum Committee (GECCo)

- *A&H: Matthew Woodman – English*
- *BPA: Zhenning Xu – Management & Marketing*
- *NSME: Bilin Zeng – Mathematics*
- *SSE: Jahyun Kim – Kinesiology*

Information Technology Committee (ITC)

- *A&H: Joe Ren – Communications*
- *NSME: Jonathan Troup – Mathematics*
- *SSE (Reverted to At-Large): Ji Li – Finance/Accounting*
- *Library: Ying Zhong*

Research Council of the University (RCU)

- *NSME: Matthew Herman – Geology*
- *SSE: R. Aaron Wisman – Advanced Educational Studies*

Results of College Elected Positions (3 of 3)

University Program Review Committee (UPRC)

- *A&H: William Flores – Modern Languages & Literature*
- *NSME: Yize Li – Physics & Engineering*
- *SSE: Zachary Zenko – Kinesiology*

University Review Committee (URC)

- *A&H: Douglas Dodd – History*
- *NSME: Eduardo Montoya – Mathematics*
- *Library: Kristine Holloway*

Academic Administrator Review Committees (AARC)

Deborah Cours, Dean for the College of Business & Public Administration

Three (3) Tenured BPA Faculty Members:

- *John Stark – Management & Marketing*
- *Di Wu – Finance & Accounting*
- *Chandra Commuri – Public Policy and Administration*

Karlo Lopez, Associate Dean for the College of Natural Sciences, Mathematics, & Engineering

- *Call for three tenured, NSME faculty members; to go out with College Appointed Positions*

Terry Hickey, Associate Dean for the College of Social Sciences & Education

- *Call for three tenured, SSE faculty members; to go out with College Appointed Positions*

Results of At-Large Elected Positions

Committee on Professional Responsibility (CPR)

- *Anna Jacobsen – Biology*

Faculty Honors & Awards Committee (FHAC)

- *Election in Progress*

Faculty Teaching & Learning Center Advisory Board (FTLC)

- *Election in Progress*

Student-Centered Enterprises, Inc. (SEI) Board

- *Election in Progress*

University Council

- *Election in Progress*

University Program Review Committee (UPRC)

- *Election in Progress*

University Review Committee (URC)

- *Paul Smith – Biology*

2024-25 College Election Committees

Arts and Humanities

- **Douglas Dodd (Chair)**
- Joel Haney
- Lena Taub
- *Admin Support: Adrianna Hook*

Business and Public Administration

- **Richard Gearhart (Chair)**
- Di Wu
- Atieh Poushneh
- Jinping Sun
- *Admin Support: Maria Diaz*

Natural Sciences, Mathematics, and Engineering

- **Prosper Torsu (Chair)**
- Alberto Cruz
- Sophia Raczkowski
- *Admin Support: Maria Chavez*

Social Science and Education

- **Dirk Horn (Chair)**
- Patrick O'Neill
- Dahna Stowe
- *Admin Support: Alex Alva*





California State University, Bakersfield Energy Innovation Building

CSU Board of Trustees
Committee on Campus Planning,
Buildings and Grounds
Agenda Item 3
March 23-26, 2025

The Energy Innovation Building (EIB)

Project Highlights

- Center for collaborative interdisciplinary research
- Supports STEM workforce throughout the nation and CA
- Promotes community outreach and partnerships
- Ability to expand the engineering program curriculum and enrollment



Project Site



Project Site

N



Rendering of the Energy Innovation Building





CALIFORNIA STATE UNIVERSITY BAKERSFIELD

Report from ASCSU to CSUB Senate Meeting (3/13/2025 – 3/14/2025)

I. Guests

A. Al Liddicoat, Interim Vice Chancellor, Human Resources, and Peter Lim, Civil Rights Programming and Services

1. An update was provided on staffing within the Human Resources and Civil Rights Office, including efforts to ensure compliance and support across campuses. CSU Hired new civil rights directors.
2. Five campuses per semester will undergo a DHR/Title IX review to assess adherence to policies and best practices.
3. Question regarding the recent change to the CSU non-discrimination policy and whether additional policy updates are needed. In particular, it was noted that the Dear Colleague Letter and subsequent federal guidance required immediate compliance with the 2020 Title IX regulations, effectively rolling back 2024 updates.

B. Dilcie Perez, Deputy Vice Chancellor of Academic and Student Affairs & Chief Student Affairs Office, and Nathan Evans, Deputy Vice Chancellor of Academic and Student Affairs & Chief Academic Officer

1. Chancellor Garcia has reaffirmed CSU's commitment to its mission, students, and employees amid increasing political and financial challenges. The CSU successfully joined the California Attorney General's Office in securing an injunction against the elimination of Teacher Quality Partnership Grants, preventing the loss of critical funding.
2. Advocacy efforts are ongoing regarding the proposed 7.95% state budget cut. Legislative discussions indicate some support for CSU's position.
3. The new policy on applied and professional doctoral programs has been finalized, and revisions to Professional and Continuing Education (PaCE) are underway. Strategic enrollment planning continues, focusing on re-engaging students who left without a degree and expanding dual enrollment opportunities.
4. On AI initiatives, CSU has launched an AI Workforce Board and the AI Commons Hub to ensure equitable access to AI tools and research opportunities across campuses. A grant program to support faculty in integrating AI into coursework will be announced soon, followed by initiatives to explore AI applications in university operations.
5. Concerns were raised about federal investigations targeting CSU campuses, including Sacramento State, and broader scrutiny of DEI programs and academic freedom. The Chancellor's Office emphasized its commitment to CSU's mission while carefully navigating legal and political challenges.

C. Charles Toombs, CFA President, Liaison Report

1. The CFA and faculty advocates continue to push back against financial and policy challenges impacting the CSU. The Austerity Working Group (Sonoma State) is leading discussions on financial sustainability, and union-wide town halls are gathering input on higher education issues.
 2. Engaging with management on Time, Place, and Manner policy as it relates to faculty.
 3. CFA is planning an event at the State Capitol on April 17th, National Day of Action.
 4. CFA is sponsoring/co-sponsoring legislation, including mandatory external audits of all CSU campuses every three years, add a second faculty trustee, and require justification for CSU expenditures over \$10,000.
 5. Concerns were raised about lack of faculty compensation for research.
 6. Concerns were raised about faculty being targeted under current environment.
 7. Faculty are encouraged to lobby legislators in their home districts.
- D. Dilcie Perez, Deputy Vice Chancellor of Academic and Student Affairs & Chief Student Affairs Officer, Update on Year of Engagement
1. The Graduation Initiative (GI) 2025 process review has highlighted concerns about faculty and graduate student exclusion, data disaggregation, and an overemphasis on four- and six-year graduation rates.
 2. Next phase will incorporate faculty perspectives more deeply. Consultation underway.
- E. Tara Al-Rehani, CSSA Vice President of Systemwide Affairs, CSSA Liaison Report
1. Conversation about affordable textbooks.
 2. Affordable housing white paper guidance document approved.
 3. Introduced and passed a resolution to establish a systemwide CSU undocumented student advisory council and framework for comprehensive support.
 4. Introduced a resolution in support of trans students rights.

II. **Approved Resolutions**

The ASCSU approved the following resolutions.

- A. AS-3728-25/APEP/FGA Resource Needs to Effectively Support the Articulation System Stimulating Inter-institutional Student Transfer (ASSIST) in Supporting Student Success
- B. AS-3720-24/APEP Endorsing the CSU Math Council Resolution Regarding the Implementation of Assembly Bill 1705 as it Pertains to STEM Major Academic Preparation
- C. AS-3726-25/Exec Apportionment of Academic Senate CSU Seat
- D. AS-3727-25/Exec Academic Senate of the CSU 2025-2026 Meetings
- E. AS-3733-25/FGA Federal Advocacy Priorities for the Academic Senate of the California State University
- F. AS-3736-25/AA Proposed Changes to Cal-GETC Standards (with First Reading Waiver)
- G. AS-3746-25/FA Call for a Systemwide Response to the CSU Fiscal and Budget Crisis (with First Reading Waiver)

- H. AS-3747-25/FGA 2025 State Legislative Advocacy Positions of the Academic Senate of the California State University (with First Reading Waiver)
- I. AS-3740-25/JEDI Commitment to a CSU Culture of Dignity, Belonging, and Safety (with First Reading Waiver)

III. First Readings

The following resolutions were presented for feedback from Senators and communication to campuses. The sponsoring committee(s) will revise these resolutions and introduce them for action at the May 2025 plenary.

- A. AS-3732-25/Exec Media Policy of the Academic Senate of the California State University
- B. AS-3734-25/AA The Possible Use of AI in Instruction
- C. AS-3735-25/AA Using Classes and Examinations from External Organizations to Satisfy California State University General Education and College Requirements
- D. AS-3737-25/APEP Recommendations Regarding Lower Division General Education
- E. AS-3738-25/APEP Call for an Analysis of Teacher Retention in California PK-12 Public Schools
- F. AS-3739-25/APEP Demonstration of Subject Matter Competency in Admissions to Teaching Credential Programs in the CSU
- G. AS-3741-25/APEP Request for Task Force Memberships to Resolve Issue Related to CSU General Education
- H. AS-3742-25/APEP AB 1705 and Community College STEM Student Choice in the Mathematics Entry Point
- I. AS-3743-25/APEP/FGA Support for Continued Funding for Teacher Credential Students Affected by Federal Changes to DEI Priorities
- J. AS 3744-25/JEDI Equity, Diversity, Justice, and Inclusion Strategic Action Plan of the ASCSU
- K. AS 3745-25/JEDI Maintaining Liberal Arts and Marginalized Perspectives in our Curriculum in Austere Times
- L. AS-3748-25/Floor Call for the California State Legislature not to Pass AB 1462 or any Similar Bill

IV. Upcoming ASCSU Meetings

- A. Next ASCSU Committee (and Plenary) meeting (5/7/25 – 5/9/25)

V. Prepared by CSUB Representatives to the ASCSU

- A. Charles Lam, Professor of Mathematics
- B. Nyakundi Michieka, Associate Professor of Economics

Report to the Academic Senate

Senate Executive Meetings March 25, 2025

In addition to the regular business of setting the agenda for the Senate meeting, the following items were discussed at the Senate Executive Committee Meeting on March 25th:

- **Spring 2025 Budget Forum Recap:** The Budget Forum was held on Monday, March 24, 2025. Overall, EC felt that the presentation was more transparent, and the information presented more clearly than previous budget forums. It was suggested that next time questions be saved until the end as some questions were answered in the presentation. Additionally, further information regarding aspects of funding in athletics would be useful. There were concerns that the budget issues might affect enrollment/revenue (i.e., students not wanting to attend CSUB). Also, D. Wu expressed concern that the Budget Advisory Committee (BAC) has not yet met. Lastly, there was a general sense that faculty were being blamed for the budget issues when MPPs have increased significantly since 2019. EC would like to see comparative data across divisions regarding numbers of MPPs (e.g., how many were lost and how many remain).
- **CidiLabs Replacement for Ally:** The Chancellor's Office procured an RFP for CidiLabs to replace Ally, the current software that checks Canvas for accessibility and generates alternative accessible formats. We have the option of keeping Ally or switching to CidiLabs; a decision needs to be made by the end of this academic year as our contract with Ally is up this summer. Referred to AS&SS.
- **Elections & Appointments:** Elections for at-large, elected positions and the lecturer representative are currently in progress. An election needs to go out to the general faculty to confirm the changes proposed to the senate constitution by adding the lecturer representative. Also, D. Solano will be trying a different method for collecting the interest in serving on Academic Standing Committees and for interest in serving as Academic Standing Committee Chairs (currently testing out Qualtrics). Lastly, the call for the Faculty Ombudsperson needs to go out soon. FAC does not anticipate changes to this role based on current discussions. We need to confirm whether release time for this position will be funded and ask the President's Office to review the call.
- **ASCSU Lecturer Electorate Representative:** There were some questions regarding the term length and eligibility of non-tenure track faculty without teaching assignments. Additionally, the bylaws should be updated with the selection/election procedures. Referred to FAC.
- **Academic Degree Policies:** There is not a clear timeline for declaring majors and minors. Additionally, there is a question about double counting courses in double majors and between the major and the minor; research on other CSU double counting policies indicates that double counting is allowed at other CSUs. Referred to AAC.

Academic Affairs Committee (AAC)

Report to the Academic Senate

Thursday, March 20, 2025

Chair Deal presented a rough draft of guidelines for class cancellation (Referral 2425 # 26 – Class Cancellation Deadlines) to AAC members. The committee members discussed the rough draft and made some edits, including changes to reflect a desire to include a target date (two weeks before the first day of classes) to use when deciding about cancelling classes or sections of classes. The draft with revisions was subsequently shared with BPC Chair Wu. A final draft incorporating the changes from both committees and a resolution will be finalized at the next committee meeting. In addition, the Committee continued a discussion of Referral 2425 # 27 – Program Discontinuation_Moratorium Policy. AAC members suggested some changes to a rough draft provided by FAC Chair Zenko. In particular, AAC members had suggestions about the appropriate entity to make recommendations about program discontinuation. AAC will formalize suggested changes in the next meeting and forward those suggestions to Chair Zenko.

Academic Support & Student Services Committee (AS&SS)

Report to the Academic Senate

Thursday, March 20, 2025

The AS&SS committee discussed Referral #30 – CSU Generative AI and Professional Ethics. We made revisions to RES242523 – Faculty Are Humans in response to the feedback provided to Senate during the first reading. Notably, we moved the proposed amendment from Sect. 303.1.1 to Sect. 108. We also drafted a resolution to create a Senate taskforce to develop guidelines for the ethical and professional use and selection of artificial intelligence tools by faculty. We are consulting with FAC about how to best move forward.



2024-2025 Referral #29

Canvas Course End Date

FROM Dr. Tiffany Tsantsoulas
Academic Support and Student Services Chair

TO Christopher Diniz, MBA
Interim AVP and CIO, Information Technology Services,
Dr. Melissa Danforth
Academic Senate Chair

cc: Katie Van Grinsven, ASC

DATE March 24, 2024

At its March 6, 2025 meeting, AS&SS committee members met with Dr. Alex Slabey (FTLC) and Mr. Don David (ITS) to discuss the recent changes to the Canvas course end date for students. The course end date set by IT defines when a Canvas course will become “read only” for all student users. Faculty may still make changes to the Canvas course after this date. The functionality that allows instructors to override this end date for their students remains unchanged.

Previously, the course end date for students had been one week after the grades due date for the term. The Spring 2025 course end date was modified to May 20th, the final day of the exam period. Final grades are due May 21, 2025.

AS&SS recommends that the Canvas course end date for the Spring 2025 term be changed to May 21, 2025, so that it coincides with the date when final grades are due. We also recommend that this practice continue for future semesters. By aligning the Canvas course end date with the final grades due date, we will avoid issues that may arise for faculty who routinely use the “restrict” course function on Canvas. We also recommend that IT proactively consult with the Academic Senate before enacting future changes to Canvas functionality that may affect the learning experience, faculty access, or student access to course materials.



CALIFORNIA STATE UNIVERSITY
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AY2024-2025 Budget and Planning Committee Report

Thursday, March 20, 2025
10:00-11:30 AM
BDC 134A-Conference Room

BPC met on March 20 and primarily focused on the budget forum slides. For instance,

- Chief Budget Officer, Natasha Hayes, reviewed the forum slides for next week's budget open forum. While members appreciated the increased transparency and additional details, they provided comments and feedback for future consideration.
- Class Cancellation Referral: The BPC had a brief discussion on the draft guidelines prepared by the AAC. A few issues were raised regarding SFR and policies outlined in the CBA handbook.

Report from the Faculty Affairs Committee of the Academic Senate

At the March 20th meeting of the Faculty Affairs Committee, the FAC addressed the following.

1. We responded to feedback on RES 242521 (Composition of the Search and Screening Committees for Academic Administrators). The FAC voted to send this forward for second reading. The FAC appreciates the feedback from the first reading.
2. We discussed the Evaluation of Academic Administrators (Part II). This resolution is designed to, among other things, provide clarity on the review process for associate deans. The FAC also recognizes that campus can be restructured and attempted to create flexibility and adaptability if additional changes are made. The FAC voted to send a draft forward for first reading.

The FAC recognizes the value of faculty feedback for other and potentially new positions on campus, and requests that the President work with the Division of People and Culture and the Executive Committee of the Academic Senate to explore mechanisms for faculty feedback for administrators outside of the Division of Academic Affairs, and determine review processes for new or altered administrative positions within the Division of Academic Affairs.

3. The FAC discussed the draft resolution “Committee on Professional Responsibility, Revisited”. This proposal represents a major overhaul of existing policy. The rationale for these proposed changes is discussed in the resolution (see “Rationale”). But, in brief, it is meant to eliminate some redundancies in process and recognizes the newer role of the Faculty Ombudsperson, as well as statutory grievance processes that exist within the Collective Bargaining Agreement. This proposal reimagines the Committee on Professional Responsibility to focus more on professional development, proactive mentorship and facilitation of a positive campus climate. It also calls for an annual Faculty Town Hall for open discussion about campus climate and future priorities and initiatives.

The FAC recognizes that this is broad, and represents a lot of work. Based on this and an overall appreciation that faculty are experiencing high workloads, the FAC requests the Executive Committee of the Academic Senate to review the activities of the Committee on Professional Responsibilities after five years (if the resolution passes) to determine whether the committee should be maintained, restructured, or eliminated.

4. The FAC began discussion on a new referral and began drafting language to clarify procedures for electing Unit RTP Committees, and to clarify policies related to eligibility to serve on Unit RTP Committees. The FAC will continue this discussion in the future.
5. Via email, we also voted in support of the Faculty are Humans resolution. The FAC appreciates the feedback from the first reading.

2024-2025 Academic Senate: Referral and Resolution Log

Date	Referral	Status	Committee/s Charged	Action	Resolution	Handbook/Bylaws Change	Approved by Senate	Sent to President	Approved by President
2/13/2025	n/a	Canceled; converted to Senate Vote	EC	Appointment of a Special Review Committee for the Discontinuation of the Anthropology MA and BA Programs. <i>Update: Converted to Senate Vote; Committee work has begun (45 day deadline)</i>	RES 242520 Appointment of a Special Review Committee for the Discontinuation of the Anthropology	-	-	-	-
9/3/2024	2024-2025 #01 Proposal for New Concentration_BS in Biochemistry-ACS Certified	Complete	AAC	Whether to approve the proposal for a new concentration in —BS in Biochemistry certified by the American Chemical Society. Carry over referral: 2023-2024 #20 Proposal for emphasis in Biochemistry B.S.	RES 242506 New Concentration_Bachelor of Science in Biochemistry Certified by the American Chemical Society (ACS) Concentration	-	10/24/2024	11/1/2024	11/7/2024
9/3/2024	2024-2025 #02 Proposal to Discontinue AGBS Concentration in BSBA	Complete	AAC	Whether to approve the proposal to discontinue the Agricultural Business concentration in the BS in Business Administration program.	RES 242502 Discontinuation of AGBS Concentration in BSBA	-	9/26/2024	10/4/2024	10/10/2024
9/3/2024	2024-2025 #03 Proposal for New Degree- Bachelor of Music	Complete	AAC and BPC	Review the proposal for the New Degree – Bachelor of Music, Music Teacher Preparation Concentration Carry over referral: 2023-2024 #23 New Degree Program Proposal- Bachelor of Music in Music Education; RES 232416 Drafted- not passed.	RES 242504 Bachelor of Music Teacher Preparation Concentration	-	10/10/2024	10/21/2024	10/22/2024
9/3/2024	2024-2025 #04 Cal-GETC Changes	Complete	AAC	Consider changes to CSUB's lower division General Education (GE) program in relation to the new CSU GE policy, passed by the Board of Trustees in Spring 2024 to align with California General Education Transfer Curriculum (Cal-GETC).	RES 242503 Cal-GETC Changes	-	10/10/2024	10/21/2024	10/22/2024
9/3/2024	2024-2025 #05 Faculty Director Performance Reviews	Complete	FAC	Review and address the Faculty Director performance review process; including which centers and positions need to be reviewed, review committee formation and composition, consideration of Faculty Board Committees to develop their own criteria. Carry over referral: 2023-2024 #08 GECCo Review and Appointment (2022-2023 #22) Carry over referral: 2023-2024 #27 Faculty Director Performance Reviews - Handbook Change	RES 242505 Faculty Director Reviews	Handbook Change	10/24/2024	11/1/2024	11/7/2024
9/3/2024	2024-2025 #07 Evaluation of Academic Administrators- Handbook Change	Complete	FAC	Review and consider changes to the Handbook 311 Evaluation of Academic Administrators: include the Chief Diversity Officer, review Academic Administrator titles to ensure they are consistent with current title; Review procedures to clarify review process and consistency of the role of the review committees.	RES 242501 - Evaluation of Academic Administrators	Handbook Change 311	11/7/2024	11/22/2024	12/2/2024
9/16/2024	2024-2025 #12 Proposal of New Minors- Ethnic Studies, Feminist Ethnic Studies, and Queer Ethnic Studies, and Queer Ethnic Studies	Complete	AAC and BPC	<i>Whether to approve the proposal for new minors in Ethnic Studies, Feminist Ethnic Studies, and Queer Ethnic Studies</i> Carry over referral: 2023-2024 #29 Proposal of New Minors- Ethnic Studies, Feminist Ethnic Studies, and Queer Ethnic Studies	RES 242507 Proposal of New Minors- Ethnic Studies, Feminist Ethnic Studies, and Queer Ethnic Studies	-	11/7/2024	11/22/2024	12/2/2024
9/16/2024	2024-2025 #14 SOCI Process	Complete	AAC and FAC	Review the statewide report on the status of student evaluations in the CSU system. Carry over referral: 2023-2024 #35 Administering SOCI	RES 242510 Process and Timeline of SOCI Administration	Handbook Change 304.4.2.6; 305.4.4; 305.4.5.	2/27/2025	3/11/2025	
9/30/2024	2024-2025 #16 ITS Surveys on Generative AI	Complete	AS&SS	Provide feedback on the two generative AI surveys proposed by ITS for students and faculty. Update: AS&SS Recommendations for student and faculty sent to ITS, Chris Diniz 10/11/2024 and 11/07/2024. No further action needed.	-	-	-	-	-
9/30/2024	2024-2025 #17 ITS Generative AI Governance Structure	Complete	AS&SS	To consider the implementation of one of the two governance structures proposed by ITS: the creation of three new stand-alone AI subcommittees, or combining current ITS governance structures, ITAC and ITC, with a generative AI committee.	RES 242508 ITS AI Governance Structure	n/a	12/5/2024	12/17/2024	12/19/2024
10/11/2024	2024-2025 #18 Revision of RES 232431 Search and Screening Procedures for Administrators	Complete	FAC and BPC	Revision of RES 232431 Search and Screening Procedures for Administrators addressing whether to add use of search firms, add language regarding exceptions, and add an option for university to retreat. RES 232431 Passed in Senate; not approved by President. EC discussed with President Harper in EC on October 8, 2024.	RES 242509 Search and Screening Procedures for Administrators	Handbook Change 309	2/13/2025	2/24/2025	2/26/2025
11/8/2024	2024-2025 #19 Academic Master Plan- 2025-26 through 2034-35	Complete	AAC and BPC	Review and approval of the proposed Academic Master Plan (AMP) 2025-26 through 2034-35.	RES 242512 AMP 2025-26 thru 2034-35	n/a	12/5/2024	12/17/2024	12/19/2024
11/14/2024	2024-2025 #20 New Certificate Proposal: Nursing PG-NEC Certificate	Complete	AAC and BPC	Review the proposed new certificate, Post Graduate Nurse Educator Certificate submitted by the Department of Nursing.	RES 242516 Nursing PG-NEC Certification Program	-	2/27/2025	3/11/2025	
11/21/2024	2024-2025 #21 Academic Calendar, Fall 2025 through Summer 2026	Complete	BPC	Review and approve the proposed Academic Calendars for Fall 2025 and Spring 2026 thorough to Summer 2026 for submission to the Chancellor's Office in January 2025.	RES 242513 Academic Calendar, Fall 2025 through Summer 2026	n/a	12/5/2024	12/17/2024	12/19/2024
1/15/2025	2024-2025 #22 Proposal for Elevation of a Concentration to Degree- BA in Ethnic Studies	Complete	AAC and BPC	Review the proposal for the elevation of a concentration to a degree in the Bachelor of Arts in Ethnic Studies	RES 242517 Proposal for Elevation of a Concentration to Degree_BA in Ethnic Studies	-	2/27/2025	3/11/2025	
1/15/2025	2024-2025 #23 Bylaws and Handbook Changes in Response to ASCSU Constitution Ratification	Complete	FAC	Propose changes to the bylaws, constitution and appendix to identify a process for the selection of the lecturer electorate representative, including identifying if that individual is elected, to have seat on the CSUB Senate.	RES 242515 Bylaws and Handbook Changes in Response to ASCSU Constitution Ratification	Handbook/Bylaws Change	2/13/2025	2/24/2025	2/26/2025
2/14/2025	2024-2025 #28 Changes to Spring 2025 Academic Calendar	Complete	BPC	Review the proposed revisions to the Spring 2025 Academic Calendar from the Division of Strategic Enrollment Management and Student Support. Proposed revisions: Move Fall 2025 Advising for Continuing Students from March 17 to April 1. Move Fall 2025 Registration for Continuing Students from April 7 to April 28. Please note this is a time sensitive matter. Resolution must be presented to Senate on February 27, 2025.	RES 242522 Changes to Spring 2025 Academic Calendar	-	2/27/2025	3/11/2025	3/11/2025
12/2/2024	n/a	Complete	EC	Commencement - Fall 2024	RES 242511 Commencement-Fall 2024	n/a	12/5/2024	12/17/2024	12/19/2024
12/3/2024	n/a	Complete	EC	Resolution on the Interim Time, Place and Manner Policy	RES 242514 Resolution on TMP	n/a	1/30/2025	2/11/2025	n/a

Date	Referral	Status	Committee/s Charged	Action	Resolution	Handbook/Bylaws Change	Approved by Senate	Sent to President	Approved by President
2/14/2025	2024-2025 #29 Canvas Course End Date	Complete	AS&SS	AS&SS to meet with Information Technology Services (ITS) to discuss the Canvas course end date. During your discussion, please consider: The impact of the course end date in Canvas on students' ability to submit work, read feedback, and access their grades, including when faculty restrict access after the course end date. A methodology for setting the course end date in Canvas relative to the Academic Calendar. Note: Memo from AS&SS sent to ITS. Referral complete. No further action needed. Included in Senate agenda 03/25/2025.		n/a			
9/16/2024	2024-2025 #13 Reconsideration of the Role and Structure for the Committee on Professional Responsibility (CPR)	RES IP	FAC	Reconsideration of the role and committee structure for the Committee on Professional Responsibility (CPR) including the role CPR plays in the new Faculty Affairs Discrimination, Harassment and Retaliation (DHR). The composition of CPR given the new Faculty Ombudsperson.	RES 242524 Committee on Professional Responsibility, Revisted (1st reading scheduled for 3/27/25)	Handbook Change 303.8			
1/15/2025	2024-2025 #24 Administrator Search Committee Composition - Handbook Change	RES IP	FAC	Review and address the issues in the University Handbook section 309.5 Composition of the Search and Screening Committee for Administrators. During discussion, consider clarification of the language to determine which of the search and screening committee compositions is associated with each administrator position, specifics of the the composition of the search and screening committees including the addition of a department chair to the provost search committee, specification of a dean as one of the administrator appointments for the provost and dean search committees and that the staff and administrator appointments be someone from within Academic Affairs, or related area.	RES 242521 Composition of the Search and Screening Committees for Academic Administrators (2nd reading scheduled 03/27/2025)	Handbook 309.5			
1/22/2025	2024-2025 #25 Academic Advising Structure and Report	Complete	AS&SS	Consider drafting a resolution stating that Advising remains an academic endeavor under the purview of the Academic Senate, even though it has been reorganized under the Division of Strategic Enrollment Management and Student Support and determine a feasible extension for the due date for the report from the Interim Director of Advising as required by Resolution 222316.	RES 242518 Academic Advising Structure Is an Academic Endeavor RES 242519 Interim Director of Academic Advising Report Extension	-	2/27/2025; 3/11/2025; 3/13/2025	3/11/2025; 3/21/2025	
2/14/2025	2024-2025 #30 CSU Generative AI and Professional Ethics	RES IP	AS&SS and FAC	Discuss the following matters pertaining to Generative AI. During your discussion, please consider whether the Senate should: Create guidelines for the professional and ethical use of Generative AI by faculty members. Develop a CSUB response to the CSU Chancellor's Office AI initiative and generative AI report. Create a policy similar to the 2023-2024 Assembly Bill 2370 (AB-2370) for California Community Colleges.	RES 242523 Faculty are Humans (2nd reading scheduled 03/27/2025)	Handbook 303.1.1			
3/13/2025	2024-2025 #32 Composition of the Academic Review Committees for Associate Deans	RES IP	FAC	For FAC to discuss formalizing their recommendations for the composition of the Academic Administrator Review Committee (AARC) for Associate Deans into a Handbook change	RES 242525 Evaluation of Academic Administrators - Part II (1st reading scheduled 3/27/25)	Handbook			
3/25/2025	n/a	RES IP	EC	Change Spring 2026 Academic Calendar to have faculty due back January 2026 per CSU Chancellor's Office.	RES 242526 Change to Spring 2026 Academic Calendar (on consent agenda 03/27/2025)	-			
9/3/2024	2024-2025 #06 Sixth-year Lecturer Review - Handbook Change	Taskforce formed; Work IP	FAC	Purpose and outcome(s) of the Sixth-year Lecturer Review, etc. <i>Carry over referral 2021-2022 #41 Sixth-year Lecturer Review - Handbook Change</i> Carry over referral: 2023-2024 #03 Sixth-year Lecturer Review - Handbook Change Update: FAC Drafted memo and recommendations - included in Senate Agenda packet 9/26/2024. Task Force for Periodic Evaluation created- EC appointed members 11/12/2024; first meeting 12/2/2024		Handbook Change			
9/3/2024	2024-2025 #08 Faculty Hiring Prioritization- Position Control		BPC	Discuss the administration's commitment to the hiring of tenured and tenure-track faculty to match the growth trends of student enrollments and the demographic make up of the student population, and to match or exceed growth in administrative positions (MPPs). Carry over referral: 2023-2024 #36 Faculty Hiring Prioritization- Position Control					
9/3/2024	2024-2025 #09 Need for an Academic Testing Center		AS&SS and BPC	Whether there is a need for the campus to have an Academic Testing Center to assist with proctoring exams and perhaps full-fledge entrance testing. Consider resources needed and what the structure might be to meet the needs of faculty and students. Carry over referral: 2023-2024 #31 Need for an Academic Testing Center					
9/13/2024	2024-2025 #10 Time Blocks		BPC	The need to reconsider Time Blocks for classes. During discussion, consider how to address meeting patterns that are not visualized in RES 1314059, whether the 50 minutes M/W/F time blocks are sufficient for pedagogical reasons, overlap between current time blocks of different types, effects of time blocks on space utilization. Carry over referral: 2023-2024 #04 Time Blocks and Space Utilization					
9/13/2024	2024-2025 #11 Space Utilization		BPC	The need to reconsider space utilization tactics; consider Assessment of space utilization such as highly used time blocks, poorly used time blocks, classes scheduled outside of time blocks, classes scheduled in non-classroom spaces, etc. Impact of space utilization on approval of future buildings, policies regarding classes scheduled outside of time blocks, and policies to encourage broad use of time blocks and higher space utilization. Carry over referral: 2023-2024 #04 Time Blocks and Space Utilization					
9/16/2024	2024-2025 #15 Timeframe of SOCI Administration		AAC and FAC	Discuss the differences between paper and online SOCI administration considering; timelines and changes to the Academic Calendar. Carry over referral: 2023-2024 #35 Administering SOCIs. Update: FAC memorandum included in Senate packet 9/26/24 and sent to Brian Chen and Chris Diniz, ITS.		Possible Handbook Change			
2/3/2025	2024-2025 #26 Class Cancellation Guidelines		AAC and BPC	Address concerns regarding class cancellations: inconsistencies in class section cancellations between colleges, effects of class section cancellations on student graduation progress and retention, developing guidelines for class section cancellation that take in to account exceptions for smaller programs, availability of lab/studio stations and equipment, accreditation requirements, etc.					
2/3/2025	2024-2025 #27 Program Discontinuation/Moratorium Policy		AAC and FAC	Review and address the concerns regarding the current program discontinuation/ moratorium policy. Consider: whether lecturers in the program should be added to the list of faculty members notified in writing at the beginning of the process; updating the notification to Senate to be a formal discontinuation proposal instead of "written notification"; clarifying Senate's role in both the notification and approval processes; and updating the timeline for all proposals to align with Senate procedures and timelines.					
3/13/2025	2024-2025 #31 Academic Policies Housed in the Registrar's Office		AAC	For AAC to discuss shared governance with respect to the academic policies listed under the Registrar's Office section of the campus catalog.					

Date	Referral	Status	Committee/s Charged	Action	Resolution	Handbook/Bylaws Change	Approved by Senate	Sent to President	Approved by President
3/13/2025	2024-2025 #33 Interruption Practice - Bylaws Change		FAC	For FAC to discuss adopting an Interruption Practice as recommended by ASCSU Resolution AS-3551-21/FA/AEDI.		Bylaws; Section 1			
3/13/2025	2024-2025 #34 Unit RTP Committees and PAF Content - Handbook Change		FAC	For FAC to review the University Handbook sections related to Unit RTP Committees and the content of the PAF maintained at each Dean's Office.		Handbook 305.6.1, 301.6.4			



Changes to the Spring 2026 Academic Calendar

RES 242526

EC

RESOLVED: That the Spring 2026 “Faculty Due on Campus” date be changed from January 14, 2026, to January 15, 2026.

RATIONALE: The CSU Chancellor’s Office has mandated the change for Spring 2026, as the earliest that term can begin for payroll and HR compliance is January 15, 2026. The updated calendar, with this change, remains in compliance with the CSU policy on instructional days. Fall 2025 calendar has also been updated to reflect the Spring 2025 advising and registration date changes approved in RES 242522.

Attachment: Fall 2025-Spring 2026 Calendar Approved by the Senate Revised on 03.27.2025

Distribution List: All CSUB Students, Faculty, Staff and Administrators.

Approved by the Academic Senate:

Sent to the President:

President Approved:

California State University, Bakersfield

Academic Calendar

2025/2026

Fall Semester, 2025

March 17 April 1	Academic Advising for Continuing Students Begins (for Summer 2025 & Fall 2025)
April 07 28	Registration for Continuing Students Begins (for Summer 2025 & Fall 2025)
May 01	Orientation for Fall 2025 New Undergraduate Students Begins (for Fall 2025)
June 02	Academic Advising for New Transfer Students Begins (for Fall 2025)
June 02	Registration for New Transfer Students Begins (for Fall 2025)
June 02	Registration for New Postbaccalaureate Students
June 19	HOLIDAY – Juneteenth – (Campus Closed)
June 23	Academic Advising for First-Time First-Year Students Begins (for Fall 2025)
June 23	Registration for New First-Time First-Year Students Begins (for Fall 2025)
June 30	Deadline to Apply for Fall 2025 Graduation
August 18	ALL FACULTY DUE ON CAMPUS
August 25	First Day of Classes
September 01	HOLIDAY – Labor Day – Campus Closed
September 03	Last Day to Add Classes
September 03	Last Day to Change between Audit and Letter Grading
September 22	Census Day
September 22	Last Day to Change between Credit/No-credit and Letter Grading
September 22	Last Day to Withdraw from Classes without a "W" being recorded
September 26	Last Day for Faculty to Order Course Materials Through Campus Bookstore (for Spring 2026)
September 29	Academic Advising for Continuing Students Begins (for Spring 2026)
October 08	Campus-wide Emergency Evacuation Day
October 20	Last Day to Register to Vote for the CA General Election
October 27	Last Day for Department Chairs/Program Directors to Confirm All the Course Materials Have Been Ordered Through Campus Bookstore (for Spring 2026)
October 27	Registration for Continuing Students Begins (for Spring 2026)
November 04	CA Statewide General Election
November 11	HOLIDAY - Veterans Day – Campus Closed
November 14	Last Day to Withdraw from Classes for a Serious and Compelling Reason
November 17	Academic Advising for New Students Begins (for Spring 2026)
November 17	Registration for New Students Begins (for Spring 2026)
November 17 – 21	SOCI Week (for both Online and Paper SOCs)
November 26	No Classes - Campus Open
November 27 – 28	HOLIDAY - Thanksgiving - Campus Closed
December 01	Deadline to Apply for Spring 2026 Graduation
December 01	Deadline to apply for Summer 2026 Graduation
December 08	Last Day to Submit Completed Thesis / Dissertation
December 08	Last Day of Classes
December 09 – 15	Examination Period
December 13	Commencement
December 16-17	Evaluation Days
December 18	Grades Due

Winter Break: December 19, 2025 - January 13, 2026

*In addition to our Fall Semester listed above, CSUB's **Extended Education** offers classes during **Winter Session**. The Session begins January 2, 2026 and ends January 13, 2026. **Call the Extended Education at (661) 654-2441** for detailed information regarding their course offerings and schedules*

California State University, Bakersfield

Academic Calendar

2025/2026

Spring Semester, 2026

September 29	Academic Advising for Continuing Students Begins (for Spring 2026)
October 27	Registration for Continuing Students Begins (for Spring 2026)
November 17	Academic Advising for New Students Begins (for Spring 2026)
November 17	Registration for New Students Begins (for Spring 2026)
December 01	Deadline to Apply for Spring 2026 Graduation
December 01	Deadline to Apply for Summer 2026 Graduation
January 4 15	ALL FACULTY DUE ON CAMPUS
January 19	HOLIDAY – Martin Luther King, Jr. Day – Campus Closed
January 20	First Day of Classes
January 29	Last Day to Add Classes
January 29	Last Day to Change between Audit and Letter Grading
February 16	Census Day
February 16	Last Day to Change between Credit/No-credit and Letter Grading
February 16	Last Day to Withdraw from Classes without a "W" being recorded
March 06	Last Day for Faculty to Order Course Materials Through Campus Bookstore (for Summer 2026 and Fall 2026)
March 09	Academic Advising for Continuing Students Begins (for Summer 2026 & Fall 2026)

Spring Semester Break: March 30, 2026 – April 5, 2026 (Easter is April 05, 2026)

March 31	HOLIDAY - Cesar Chavez Day- Campus Closed
April 06	Registration for Continuing Students Begins (for Summer 2026 and Fall 2026)
April 06	Last Day for Department Chairs/Program Directors to Confirm All the Course Materials Have Been Ordered Through Campus Bookstore (for Summer 2026 and Fall 2026)
April 07	Campus-wide Emergency Evacuation Day
April 10	Last Day to Withdraw from Classes for a Serious and Compelling Reason
April 20 – 24	SOCI Week (for both Online and Paper SOCIs)
May 01	Orientation for New Undergraduate Students Begins (for Fall 2026)
May 01	Deadline to Apply for Fall 2026 Graduation
May 11	Last Day to Submit Completed Thesis / Dissertation
May 11	Last Day of Classes
May 12 – 18	Examination Period
May 15 – 16	Commencement
May 18	Last Day to Register to Vote for the CA Primary Election
May 19-20	Evaluation Days
May 21	Grades Due
May 25	HOLIDAY - Memorial Day – Campus Closed
June 2	CA Statewide Primary Election



Composition of the Search and Screening Committees for Academic Administrators

RES 242521

FAC

RESOLVED: The following changes be made to the University Handbook (additions in **bold underline**, deletions in ~~striketrough~~).

Rationale: This update to the Handbook is designed to achieve the following objectives:

1. Specifies that the academic administrator for University-Wide positions shall be a college dean
2. Specifies that the staff member for academic administrator search committees shall have an appointment within academic affairs and be an area related to the administrator position
3. Adds a department chair elected by the General Faculty to the search committee for University-Wide academic administrator positions
4. Specifies that the chair of these search committees shall be a tenured faculty member
5. Enhances clarity by separating the composition of the search committees for (a) University-Wide positions and (b) individual college, library, or antelope valley campus dean positions
 - a. This was previously merged into one section
6. Improves grammar

309.5 Composition of the Search and Screening Committees for Academic Administrators

Search and screening committees for positions concerning faculty and academic matters shall consist of the membership outlined below. Faculty shall make up a majority of the total membership of the search committee for **all academic** the following positions, **including**: Provost and Vice President for Academic Affairs, Associate/Assistant Vice President for Faculty Affairs, **Associate Vice President for Academic Affairs and Dean of Academic Programs**, Associate Vice President for Academic Programs/Dean of Undergraduate and Graduate Studies, all Academic Deans, and Associate/Assistant Academic Vice Presidents.

The appointing officer shall assure the selection of the Search and Screening Committees as follows:

- ~~a. For university-wide positions: five full-time tenured faculty members one from each College and one at-large (drawn from the General Faculty including librarians, counselors, and coaches). For individual College, Library or Antelope Valley Dean positions: four full-time tenured faculty members drawn from and elected by the affected constituency.~~
- ~~b. One academic administrator appointed by the appointing officer in consultation with the Cabinet.~~
- ~~c. One student selected by the Executive Committee of Associated Students, Inc.~~
- ~~d. One staff member jointly selected by the appointing officer and the Executive Committee of the Academic Senate.~~
- ~~e. Additional members may be added, when appropriate by the Appointing Officer and the Executive Committee of the Academic Senate maintaining the majority faculty membership. The appointments shall be made to assure representation of the entire university.~~
- ~~f. The search committee shall elect its chair. In the case of cabinet level positions, the President in consultation with the search committee will appoint the chair.~~

309.5.1. Composition of the Search and Screening Committees for University-Wide positions

The appointing officer shall ensure that the selection of the Search and Screening Committee includes:

- 1. Five full-time tenured faculty members**
 - a. One from each College, elected by the faculty of each College**
 - b. One from the Library, elected by the librarians**
- 2. One department chair, elected by the General Faculty**

3. One college dean appointed by the appointing officer in consultation with the Executive Committee of the Academic Senate
4. One student selected by the Executive Committee of Associated Students, Inc.
5. One staff member jointly selected by the appointing officer and the Executive Committee of the Academic Senate
 - a. This staff member must have an appointment within academic affairs and in an area related to the administrator position
6. Additional members may be added, when appropriate, by the Appointing Officer and the Executive Committee of the Academic Senate while maintaining the majority faculty membership. The appointment(s) shall be made to ensure representation of the entire university.
7. The chair of the search committee shall be a tenured faculty member.
 - a. The search committee shall elect its chair.
 - b. In the case of cabinet level positions, the President—in consultation with the search committee—will appoint the chair.

309.5.2. Composition of Search and Screening Committees for individual College, Library, or Antelope Valley Campus Dean positions

The appointing officer shall ensure that the selection of the Search and Screening Committee includes:

1. Four full-time tenured faculty members drawn from and elected by the affected constituency
2. One academic administrator appointed by the appointing officer, in consultation with the Executive Committee of the Academic Senate
3. One student selected by the Executive Committee of Associated Students, Inc.
4. One staff member jointly selected by the appointing officer and the Executive Committee of the Academic Senate
 - a. This staff member must have an appointment within academic affairs and in an area related to the administrator position
5. Additional members may be added, when appropriate, by the Appointing Officer and the Executive Committee of the Academic Senate while maintaining the majority faculty membership. The appointment(s) shall be made to ensure representation of the entire college, library, or Antelope Valley campus.
6. The chair of the search committee shall be a tenured faculty member.
 - a. The search committee shall elect its chair.

The search and screening committees for other administrative positions (excluding assistant or associated deans) shall be as follows:

- ~~a. One full-time tenured faculty member, representative of and elected by the affected constituency.~~
- ~~b. One administrator appointed by the appointing officer in consultation with the Cabinet.~~
- ~~c. One student selected by the Executive Committee of Associated Students, Inc.~~
- ~~d. One staff member jointly selected by the appointing officer and the Executive Committee of the Academic Senate.~~
- ~~e. Additional members may be added, when appropriate by the Appointing Officer and the Executive Committee of the Academic Senate. The appointments shall be made to assure representation of the entire university.~~

309.5.3. Composition of Search and Screening Committees for Other Academic Administrative Positions (excluding assistant or associate deans)

The appointing officer shall ensure that the selection of the Search and Screening Committee includes:

- a. One full-time tenured faculty member, representative of and elected by the affected constituency.**
- b. One academic administrator appointed by the appointing officer in consultation with the Executive Committee of the Academic Senate**
- c. One student selected by the Executive Committee of Associated Students, Inc.**
- d. One staff member jointly selected by the appointing officer and the Executive Committee of the Academic Senate**
 - a. This staff member must have an appointment within academic affairs and in an area related to the administrator position**
- e. Additional members may be added, when appropriate, by the Appointing Officer and the Executive Committee of the Academic Senate. The appointments shall be made to ensure representation of the entire university.**

310.2 Composition of Search Committees

- a. For assistant or associate school deans and Assistant or Associate Dean of University Library:
 - 1. Three full-time tenured faculty members elected by the faculty of the school in the case of assistant/associate school deans or three tenured librarians elected by the librarians in the case of assistant/associate dean of university library;
 - 2. One or two additional members jointly selected, when appropriate, by the administrator and the Executive Committee of the Academic Senate.
- b. For assistant or associate university-wide administrators:
 - 1. Four full-time tenured faculty, one from each school, elected by the faculty of each school;
 - 2. One or two additional members jointly selected, when appropriate, by the administrator and the Executive Committee of the Academic Senate.

310.2 Composition of Search Committees for Assistant or Associate College and Library Deans

The appointing officer shall ensure that the selection of the Search and Screening Committee includes:

- a. For assistant or associate college deans and Assistant or Associate Dean of University Library:**
 - 1. Three full-time tenured faculty members elected by the faculty of the college in the case of assistant/associate college deans, or three tenured librarians elected by the librarians in the case of assistant/associate dean of university library;**
 - 2. One staff member jointly selected by the appointing officer and the Executive Committee of the Academic Senate**
 - a. This staff member must have an appointment within academic affairs and in an area related to the administrator position**
 - 3. Additional members may be added, when appropriate, by the Appointing Officer and the Executive Committee of the Academic Senate while maintaining the majority faculty membership. The appointment(s) shall be made to ensure representation of the college or library.**
- b. For assistant or associate university-wide academic administrators not listed elsewhere:**
 - 1. Four full-time tenured faculty**
 - a. one from each college, elected by the faculty of each college;**
 - 2. One staff member jointly selected by the appointing officer and the Executive Committee of the Academic Senate**

a. This staff member must have an appointment within academic affairs and in an area related to the administrator position

3. Additional members may be added, when appropriate, by the Appointing Officer and the Executive Committee of the Academic Senate while maintaining the majority faculty membership. The appointment(s) shall be made to ensure representation of the entire university

Distribution List:

President
Provost and VP for Academic Affairs
VP for Enrollment Management and Student Support
AVP for Faculty Affairs
AVP for Academic Programs
College Deans
Associate Deans
Dean of Libraries
Dean of Antelope Valley
Department Chairs
General Faculty

Approved by the Academic Senate:

Sent to the President:

President Approved:



Faculty are Humans

RES 242523

FAC, AS&SS

RESOLVED: The following changes be made to the University Handbook (additions in **bold underline**, deletions in ~~striketrough~~).

108 Faculty

Consistent with the Collective Bargaining Agreement (2.13), the term "faculty member," as used in this handbook, refers to a bargaining unit member who is a full-time faculty unit employee, part-time faculty unit employee, probationary faculty unit employee, tenured faculty unit employee, temporary faculty unit employee, coaching faculty unit employee, counselor faculty unit employee, faculty employee, or library faculty unit employee. The term "faculty" includes all of those individuals who are faculty members. This definition of faculty does not take precedence over specific handbook or departmental requirements for addressing personnel matters, curricular matters, or committee assignments. Nothing in these policies shall limit the right of participants in the Faculty Early Retirement Program to serve on committees.

All faculty members and instructors of record must be qualified humans with appropriate credentials, expertise, and/or experience in their respective fields. Automated systems, artificial intelligence, or non-human entities shall not serve as replacements for human faculty, shall not serve as instructors of record, and shall not hold faculty positions. This policy ensures the integrity of instruction and the maintenance of academic standards.

303.1.1 Teaching Assigned Courses

Faculty shall teach their assigned courses in accord with the officially approved course descriptions provided in the current university catalog. ~~Unless~~ **Unless** authorized by the department or program to teach a course in an online or hybrid format, faculty shall teach in a face-to-face format. ~~All faculty teaching online or hybrid courses must be certified to teach online or hybrid instruction following the procedures established by the Distributed Learning Committee (refer to Section 203.12).~~

Academic Senate

California State University, Bakersfield
9001 Stockdale Hwy. • 22 EDUC • Bakersfield, CA 93311

Rationale:

1. This resolution ensures that faculty are qualified human individuals, and not replaced by Artificial Intelligence.
2. This is intended to ensure that the instruction and educational quality at California State University, Bakersfield, is first-class.
3. The Distributed Learning Committee does not currently have a formal certification process for faculty teaching in online or hybrid formats.

Distribution List:

President
Provost and VP for Academic Affairs
AVP for Faculty Affairs
AVP for Academic Programs
College Deans
Associate Deans
Dean of Libraries
Dean of Antelope Valley
Department Chairs
General Faculty
CSUB Students

Approved by the Academic Senate:

Sent to the President:

President Approved:



Committee on Professional Responsibility, Revised

RES 242524

FAC

RESOLVED: The following changes be made to the University Handbook (additions in **bold underline**, deletions in ~~striketrough~~).

308.8 Alleged Breaches of Professional Responsibility

The fundamental purpose of the statement of professional responsibility in Appendix F is to establish a guide for responsible performance that is consistent with the highest ideals of the academic profession. It thus establishes an ideal to which faculty members can and should aspire, rather than a minimum standard to which faculty members must adhere. Hence, the statement is not intended to serve primarily as a reference for disciplinary action. Nevertheless, when cases of gross disregard for principles of professional responsibility occur, the faculty has both a right and a duty to call the breach to the attention of the individual concerned and to expect that the irresponsible behavior will be discontinued.

Most departures from responsible professional behavior are likely to be minor breaches that can be corrected simply by calling the matter to the attention of the person involved.

Ordinarily, such matters are handled within the faculty member's academic unit **or with the Dean**. The faculty member may also consult the Faculty Ombudsperson for informal conflict resolution or may proceed to formal procedures.

If a breach of professional responsibility is alleged that cannot be or is not adequately handled informally within the basic academic unit, **with the Dean**, or with the Faculty Ombudsperson, **The matter may be referred to the AVP for Faculty Affairs, and the faculty member may consult with the California Faculty Association.** ~~Committee on Professional Responsibility. Any member of the academic community may refer allegations of unprofessional conduct to this Committee. Such allegations shall be submitted in writing and signed by the person making the complaint.~~

~~The procedures described in this section provide a formal process whereby faculty members can resolve disputes regarding professional responsibility without resorting to a disciplinary~~

process. It is expected that in most instances, the weight of an adverse conclusion by the Committee on Professional Responsibility will bring about a correction of irresponsible behavior.

303.8.1 Committee on Professional Responsibility Membership

Members of the Committee on Professional Responsibility are elected with special attention to the high ethical and professional regard in which their colleagues hold them. The Committee consists of five (5) tenured faculty members, one elected by the faculty of each school **college** and an at-large member elected by the General Faculty, **including counselors or librarians.** Committee members serve overlapping two-year terms.

Additional tenured faculty members may be appointed by the Executive Committee of the Academic Senate in an effort to ensure representation of the entire university. All members should achieve the highest professional standards and be examples of excellence.

A committee member who has a conflict of interest in a particular case shall recuse himself or herself. In that instance, the Senate Executive Committee shall appoint a substitute. The appointed member shall represent the constituency of the replaced member.

303.8.2 Augmentation to the Committee for Librarians or Counselors

~~When a librarian or counselor is referred, the Committee shall be augmented by a librarian or counselor, respectively, who is elected by the members of the appropriate unit. The role of the librarian or counselor is limited to providing advice and feedback to the Committee regarding specific issues and questions pertaining to the profession. The librarian or counselor does not vote as a member of the Committee.~~

Purpose of the Committee on Professional Responsibility

The Committee on Professional Responsibility serves as a resource and advisory body dedicated to fostering a culture of professionalism, collegiality, and continuous growth among faculty. It balances conflict resolution, faculty development, and professional accountability through proactive engagement, structured guidance, and meaningful collaboration with campus partners.

The Committee on Professional Responsibility is committed to fostering a proactive and supportive faculty development culture by formalizing mentorship processes and enhancing professional development opportunities. The committee will establish structured mentorship programs to help faculty navigate professional challenges and

obstacles, promote collegiality, and support career advancement. Through a strong partnership with partners such as the Faculty Teaching and Learning Center and the Office of Faculty Affairs, the committee will design and implement faculty training initiatives that emphasize inclusive pedagogy, ethical workplace interactions, and effective conflict resolution strategies.

In collaboration with Deans, the California Faculty Association, and other key stakeholders, the committee will develop targeted professional development programs for new faculty, department chairs, and Unit RTP Committees. These programs will equip faculty with the skills and knowledge necessary for success in teaching, research, and service. Additionally, the committee will facilitate workshops and structured dialogue sessions that reinforce best practices in professionalism, faculty governance, and workplace culture. By tracking patterns of faculty concerns and providing structured feedback, the committee will contribute to institutional improvements that promote a thriving and collegial academic community.

303.8.3 Procedures for the Committee on Professional Responsibility

The chair of the Academic Senate shall convene a meeting of the Committee on Professional Responsibility at the beginning of each academic year to **issue its charge**; revise procedures. The members of the committee shall also elect a chair at this meeting.

Requests for the Committee on Professional Responsibility to ~~act~~ **provide service** shall be delivered in writing to the chair of the committee. **Requests may be made by the Provost and Vice President for Academic Affairs, the AVP for Faculty Affairs, Deans, and Faculty. The Committee on Professional Responsibility may also work proactively in consultation with the Academic Senate. The Committee on Professional Responsibility is expected to hold at least one Faculty Town Hall per academic year to have an open discussion about the campus climate and future priorities and initiatives.** Upon receipt of a request, the chair shall confer with the designated administrator and with the designated representative of the California Faculty Association to identify any issues that require administrative intervention or union representation. After any administrative or union issues have been identified and referred, the chair shall convene a meeting of the Committee on Professional Responsibility, which shall begin an inquiry into the remaining issues, if any. The Committee shall discontinue the inquiry at any time it determines that the facts do not provide sufficient evidence to support the allegation. The Committee may also decide at any time that the case involves only minor matters that properly should be handled by the basic academic unit through informal resolution and so refer it, with or without recommendations.

~~If the Committee determines that the facts support the allegation and that the matter cannot be properly resolved by the basic academic unit, the Committee shall conduct an impartial review.~~

~~Following an impartial review, the committee may make one or more of the following recommendations:~~

- ~~a. No further action.~~
- ~~b. Referral to the basic academic unit.~~
- ~~c. Referral for assistance with dispute resolution.~~
- ~~d. Recommendations for change in faculty behavior.~~
- ~~e. Referral to the President or designee.~~

~~If the Committee determines that its recommendations have not been followed, the committee shall refer or re-refer the matter to the President or designee.~~

~~When referring to the President, the committee shall not make recommendations regarding corrective actions. Once the committee has made a referral to the President or designee, the committee has fulfilled its responsibility, and because of rules of confidentiality, the committee will not receive reports of subsequent actions.~~

~~The Committee on Professional Responsibility shall prepare a formal written report of the disposition of each referral it receives. The report shall present the committee's conclusions and the basis for those conclusions. Copies of the report shall go to the individual (faculty member, librarian, or counselor) whose behavior was questioned, to the person(s) requesting committee consideration, and to the committee files. If the Committee refers the matter, a copy of the report shall be forwarded along with the referral.~~

~~Nothing in this section shall be construed to abridge the rights of any faculty member or of the University enumerated in the Collective Bargaining Agreement, the Faculty Handbook, professional code of conduct, or state or federal laws. Neither shall anything in this section be construed to abridge the responsibility of the Committee to follow up on cases it has reviewed.~~

303.8.4 Annual Reports

303.8.4.1 Report to Senate Chair and Provost

At least two weeks before the last meeting each year of the Academic Senate, the Committee shall meet conjointly with the Chair of the Senate and the Provost to review the committee's work.

303.8.4.2 Report to the Senate

At the last meeting each year of the Academic Senate, the Committee on Professional Responsibility shall submit an annual summary report of its activities. Information that identifies individuals or departments shall not be included in the report.

Rationale:

1. This resolution addresses some redundancies in existing processes.
2. The Faculty Affairs Committee acknowledges that the Committee on Professional Responsibility has not been convened in several years, likely since the creation of the Faculty Ombudsperson.
3. The Collective Bargaining Agreement currently has a statutory grievance process, that has functioned similarly to the Committee on Professional Responsibility. The statutory grievance process “utilizes a Faculty Hearing Committee composed of full-time faculty to make non-binding recommendations to the campus President”. This process is very similar to the existing procedures of the Committee for Professional Responsibility.
 - a. See: <https://www.calfac.org/resources/cfa-grievance-and-discipline-appeal-filing-guide/>
 - b. See <https://www.calfac.org/contract-2022-2025/#article-10>
4. In discussions, the Faculty Affairs Committee clearly recognizes the need for professional development, training, and proactive avoidance of unacceptable professional behavior.
5. The role of mediation may be fulfilled most effectively by the Faculty Ombudsperson, who is acts as an independent person. A committee of five or more faculty members may not be able to manage confidential matters effectively and in confidence.
6. This resolution reimagines the Committee on Professional Responsibility to focus on professional development and creating a more positive campus climate.
7. If passed and approved by the President, these procedures are expected to be implemented at the start of the 2025-2026 academic year.
8. When the budget allows, the Faculty Affairs Committee recommends 3 units of reassigned time for each member of the Committee for Professional Responsibility given the expectations for proactive efforts and programming.
9. The Executive Committee of the Academic Senate is requested to review the activities of this committee after five years to determine whether it should be maintained, restructured, or eliminated.

Distribution List:

President
Provost and VP for Academic Affairs
AVP for Faculty Affairs
AVP for Academic Affairs and Dean of Academic Programs
College Deans
Associate Deans
Dean of Libraries
Dean of Antelope Valley
Department Chairs
General Faculty

Approved by the Academic Senate:
Sent to the President:
President Approved:



Evaluation of Academic Administrators - Part II

RES 242525

FAC

RESOLVED: That the Academic Senate requests the President, in collaboration with the Division of People and Culture, explores mechanisms for obtaining feedback from faculty regarding the performance of administrators on campus, including those outside of the Division of Academic Affairs.

RESOLVED: The President, in consultation with the Executive Committee of the Academic Senate, will determine review processes for new administrative positions within the Division of Academic Affairs, or when there is a change to existing administrative positions (e.g., revised roles, titles, etc.).

RESOLVED: That the Academic Senate recommend revisions to the University Handbook language regarding the evaluation of academic and university-wide administrators. (Deletions in ~~strike through~~, additions in **bold underline**.)

RATIONALE: This resolution clarifies the membership of review committees for Associate Deans, including College Associate Deans and the Associate Dean of EEGO. This also removes the position of "AVP for Enrollment Management", which is currently outside of the Division of Academic Affairs. Recent changes to campus, including the elimination and/or capturing of some administrative positions, also requires flexibility and adaptability of review procedures.

311.1 General Guidelines

Each academic administrator shall be evaluated according to these procedures at three-year intervals. The President will initiate the review process for the Provost in writing, and the Provost's office, in writing, will initiate the review process for all academic administrators. In August of each academic year, the Provost's office will send to the Executive Committee of the Senate a schedule of which administrators will undergo review in the current academic year and the next academic year. The President or Provost may, if they believe it is appropriate, call for an evaluation of an individual before a scheduled evaluation. Academic administrators who are retiring or who have left the administrative role shall be reviewed upon exiting the

respective role; this review shall also apply to academic administrators who are promoted or temporarily move into interim roles.

311.2 Academic Administrators

The following positions shall be subject to this policy:

- Provost and Vice President for Academic Affairs (P&VPAA)
- AVP Academic Affairs/Dean of Academic Programs
- ~~AVP Enrollment Management~~
- AVP Faculty Affairs
- AVP Grants, Research, and Sponsored Programs (GRaSP)
- AVP Institutional Research, Planning, and Assessment (IRPA)
- Dean, College of Arts and Humanities
- Dean, College of Business and Public Administration
- Dean, College of Natural Sciences, Mathematics & Engineering
- Dean, College of Social Sciences and Education
- Dean, University Library
- Dean, Division of Extended Education and Global Outreach (EEGO)
- **Associate Dean of Extended Education and Global Outreach (EEGO)**
- Dean, California State University, Bakersfield Antelope Valley Campus
- ~~And all respective College All Associate Deans~~
- **And other academic administrator positions as determined by the President, in consultation with the Executive Committee of the Academic Senate**

The Academic Administrator Review Committee (AARC) is formed in the Spring of the administrator's second year, and the review process begins in the Fall of the third year. The supervisor for each administrator undergoing review is responsible for providing the criteria for evaluation to the administrator and to the AARC.

311.3 Review Committee Membership

For review of the P&VPAA, **AVP Academic Affairs/Dean of Academic Programs, AVP Enrollment Management, AVP Faculty Affairs, AVP GRaSP, AVP IRPA, and Dean of EEGO, Associate Dean of EEGO, and academic administrators not mentioned elsewhere who are subject to this policy**, the review committee shall be as follows:

A. The faculty of each college shall elect one tenured faculty;

B. The General Faculty (including teaching faculty, librarians, and counselors) shall elect one at-large tenured faculty;

~~BC. **The Provost (or President, in the case of the review of the P&VPAA)** The President or Provost shall select a member of the Provost's Council; and~~

~~CD. **The Provost (or President, in the case of the review of the P&VPAA)** The President or Provost shall choose a sixth member of the committee.~~

For review of the Dean of Arts and Humanities, Dean of Business and Public Administration, Dean of Natural Sciences, Mathematics & Engineering, Dean of Social Sciences and Education, Dean of University Library, Dean of the CSU Bakersfield Antelope Valley Campus, **and College or Library Associate Deans,** the review committee shall consist of five members.

A. The faculty of the college dean being reviewed, or the librarians in the case of the Dean of University Library, shall elect three (3) tenured faculty members or librarians. In the case of the Antelope Valley Campus Dean, an election shall be held to select three (3) representatives from the faculty, staff, and librarians who are at the Antelope Valley Campus.

B. The P&VPAA shall select a college dean **for the review of Deans, or a college or associate dean for the review of College or Library Associate Deans;** and

C. The P&VPAA shall choose the fifth member of the committee.

Any prospective committee member with an active grievance (or other legal proceeding) against the specific Administrator under review at the time of review is not eligible for election or selection and cannot serve on the review committee.

The administrator under review may request that the supervisor of the review recuse any member who is ineligible due to an active grievance (or other legal proceeding) against the administrator under review, and the Senate will initiate a new election to replace that individual.

311.4 Review Procedures and Constituencies

The procedures for review committees of academic officers are as follows:

A. The President and P&VPAA shall maintain a schedule showing the year in which the regular review of each administrative officer is due, and shall complete the committee selection and initiate the review process prior to the end of the academic year preceding the actual academic year in which the review takes place. A schedule for an evaluation should then be constructed with April 1 as the target date for completion of the process. A list of academic officers to be reviewed with review timelines shall be made available on the Provost's website. The Provost and Vice President for Academic Affairs is charged with maintaining and updating this list.

B. At the time of initial appointment and immediately following each review, the supervisor will review with the administrator being evaluated the areas (i.e., academic leadership, program development,

management, diversity initiatives, etc.) in which their performance will be assessed. In all cases, the areas to be evaluated will include aspects of the position outlined in the job description and the following, as relevant:

1. Leadership and Strategic Vision (e.g., ability to set clear goals, make informed decisions, and inspire faculty, staff, and students toward achieving institutional objectives)
2. Resource and Financial Management (e.g., effective oversight of budgets, personnel, and operational resources, ensuring sustainability and efficiency in daily operations)
3. Academic Program Development and Quality Assurance (e.g., support for curriculum innovation, academic standards, and research initiatives while ensuring compliance with accreditation and quality benchmarks)
4. Student Success and Support Services (e.g., implementation of policies that enhance student retention, graduation rates, and equitable access to academic and support services)
5. Faculty and Staff Development and Support (e.g., promoting professional development, fostering an environment of excellence, and ensuring that faculty and staff are well-supported in fulfilling their roles and achieving success)
6. External Relations and Fundraising (e.g., building partnerships with external stakeholders, enhancing the institution's reputation, and securing external funding for institutional growth)
7. Diversity, Equity, and Inclusion (e.g., contributing to the creation of an inclusive campus environment that values diversity, promotes equity, and ensures all members of the community feel respected and supported)

In setting up the review process, the supervisor will solicit advice from the administrator under review as to any additional areas that should be included in the evaluation. In all cases, the appropriate faculty, librarians and staff shall be given the opportunity to participate in the evaluation.

The supervisor will complete the process of academic administrator review committee formation by October 1st of the academic year in which the review takes place. The supervisor will provide the review committee information regarding the additional areas where the administrator's performance is to be assessed. The academic administrator review committee shall elect its own chair.

In the case of University-level administrators, including the Provost and Vice President for Academic Affairs, Associate Vice Presidents, Dean of the University Library, Dean of the Division of Extended Education and Global Outreach, and Dean of the California State University, Bakersfield Antelope Valley Campus, the constituents shall include faculty, staff, and students from the entire University community. Constituents participating in the review process shall be connected to the work of the administrator who

is actively under review as determined by the review committee. These constituents shall be given an opportunity to participate in the evaluation. The administrator's supervisor may recommend additional constituencies to be sampled.

In the case of College-level administrators, including the College Deans, School Deans, and Associate Deans, constituents shall include faculty, staff, and students from the respective College, or School (if applicable). Constituents participating in the review process shall be connected to the work of the administrator who is actively under review as determined by the review committee. These constituents shall be given an opportunity to participate in the evaluation. The administrator's supervisor may recommend additional constituencies to be sampled.

The areas of assessment should not be changed once the supervisor has reviewed them with the administrator being evaluated unless the administrator and supervisor agree and provide written justification for the changes in assessment to the academic administrator review committee. Throughout the review process, all parties shall bear in mind that the purpose of the administrator review is developmental as well as evaluative, in keeping with the essential mission of the University.

C. The review committee shall request from the administrator under review a ~~concise~~-thorough and detailed self-study. The self-study will focus on areas to be evaluated, major accomplishments, problems and issues related to the responsibilities of the position (e.g. job description), future goals and plans, and personal professional development and accomplishments. The self-study shall include evidence and documentation to support evidence of major accomplishments, and evidence of the administrator's roles, contributions, and support of faculty and staff under their supervision. The review committee shall review evidence of accomplishments provided by the administrator. The administrator under review should provide evidence of their own contributions. Administrators with oversight of faculty and staff projects or activities should acknowledge the contributions of other administrators, faculty or staff responsible for the project/activities. A clear distinction should be identified between administrator accomplishments and those of the faculty/staff under their supervision. This self-study shall be completed and submitted to the review committee and the supervisor.

D. The review committee shall survey various performance appraisal systems to determine the appropriate guidelines and instruments for the evaluation process. The evaluation shall cover a three-year period; therefore, the guidelines and process should be constructed to reflect this time frame. The committee, in consultation with the supervisor and the person being reviewed, shall develop the specific format for the appraisal.

E. In the case of evaluation of College Associate Deans, during the third year, all College Deans, including those in their final year of service as College Associate Dean and those who are retiring, shall be reviewed by the College faculty. The Dean shall meet with the faculty to discuss how they wish to proceed with the review. In preparation for the review, College Associate Deans, may, at their own initiative, submit to the College faculty and the Dean a brief self-evaluation of their performance for the period under review. In addition, the appropriate Dean shall offer the opportunity to all faculty of the College to give individual,

confidential advice, orally, or in writing. This review shall assess the College Associate Dean's effectiveness based on the criteria established at the time of appointment. The review must occur during the fall semester of the third year. The written review of the College Associate Dean should be submitted to the College Dean by April first (1st) of that year. The Dean and the ~~School~~ College Associate Dean shall then meet to discuss the report by April 15th.

F. The review committee shall issue calls for feedback and comments at multiple times in the review process and shall remind constituents that the process is confidential. Individuals participating in the evaluation of administrators shall submit their written comments ~~on~~ in a confidential survey that does not collect identifiable information (e.g., names, email addresses). This survey shall include quantitative and qualitative (i.e., open-ended) assessments, including questions about constituency type so that data can be disaggregated and reviewed by the committee. The review committee may work with Information Technology Services to develop the survey and build processes for ensuring confidentiality, fairness, and validity. The comments will then be coded, deidentified, and aggregated by the review committee to ensure the person's confidentiality in the review process. Examination of the deidentified and aggregated documents by the administrator under review may occur in the event of a protested personnel action. Comments will be collected, and the confidential coding maintained in the office of the ~~P&VPAA~~ administrator's supervisor.

G. While conducting their review, the review committee may request a meeting with the administrator under review to request additional evidence, context, and documentation related to the self-study and the areas under review to be used in finalizing their final report. The review committee shall consolidate all evaluations and forward the final report, which will include the administrator's self-study, to the appropriate supervisor. The administrator's supervisor will review the evaluation, self-study, and any written response, discuss these with the administrator under review, and forward the package with appropriate comments/recommendations to the President with a copy to the administrator under review by April 15th of that year. In cases where there is a supervisory level between the administrator under review and the P&VPAA, the evaluation shall pass through that level for comments and go forward to the P&VPAA. The supervisor's written comments and recommendations should include components related to future goals and plans in addition to the expected review and comments on the evaluation.

In the case of the P&VPAA, the same process as outlined above will be followed except that the review committee's report shall be forwarded directly to the President.

H. In all cases the final review level will be the President.

I. In the case of the review of the P&VPAA, the President and P&VPAA shall meet to discuss the report before acknowledging to the campus that the review process has been completed by May 1st of that year. In the case of the review of the AVPs and Deans, the P&VPAA and administrator under review shall meet to discuss the report before acknowledging to the campus that the review process has been completed by May 1st of that year.

J. In the event the administrator under review does not agree with any aspect of the evaluation, a written commentary may be submitted, and it shall accompany the report. The administrator under review shall

have ten working days after receiving a copy of the final evaluation to prepare his/her their reaction and commentary. The Academic Administrator Review Committee and all respondents are protected from any form of reprisal, not only by the expectation of high ethical behavior from all University personnel, but by Executive Order No. 929 and California Government Code Section 8547.12.

HK. Provisions governing campus personnel files such as confidentiality, disclosure, and rebuttal shall apply to the evaluation process. The consolidated report and all data collected for this report will become a part of the personnel file and will reside in the office of the administrator's supervisor.

Distribution List:

- President
- Provost and VP for Academic Affairs
- VP for Strategic Enrollment Management and Student Support
- AVP Academic Affairs and Dean of Academic Programs
- AVP Faculty Affairs
- AVP GRaSP
- AVP IRPA
- College Deans
- Dean of Libraries
- Dean of Antelope Valley Campus
- Dean of EEGO
- Department Chairs
- General Faculty

Approved by the Academic Senate:

Sent to the President:

President Approved: