ACADEMIC SENATE
CSU BAKERSFIELD

Approved by Executive Committee: August 26, 2025

Academic Senate: Summer Senate

Minutes
WEDNESDAY, MAY 21, 2025
12:00 P.M. – 4:00 P.M.

Location: Seven Oaks Country Club, Library

Members: M. Danforth (Chair), D. Solano (Vice-Chair), J. Rodriguez (Interim Provost), A. Hegde Immediate Past Chair), C. Lam (ASCSU Senator), N. Michieka (ASCSU Senator), J. Deal (AAC 24-25), T. Tsantsoulas (AS&SS 24-25; AAC 25-26), D. Wu (BPC 24-25), Z. Zenko (FAC 24-25, 25-26), A. Grombly (BPC 25-26), L. Kirstein (AS&SS 25-26), and K. Van-Grinsven (Senate Analyst).

I. Call to Order
  a. Chair Danforth called the meeting to order at 12:15 PM.

II. Announcements and Information
  a. Planning and logistics for General Faculty Meeting (August 22)
    i. Draft Agenda:
      1. 8:00 AM - Breakfast
      2. 8:20 AM (?) - Senate Chair Opening Remarks
      3. 8:30 AM –10:30 AM - President and Provost
      4. 10:30 – 10:40 AM - Break
      5. 10:45- 11:30 – Senate updates
        a. Discussion regarding having the updates in a slide deck that can be shared via QR Code in case time does not allow for all of the updates.
      6. 11: 30 – 12:15 – Open Forum (Faculty Only?)
      7. 12:15 – 1:15 PM – Lunch
      8. 1:15 – 1:45 PM – CFA
    ii. The Senate Analyst will reserve the room until 3 PM just in case the meeting runs long. K. Van Grinsven will also check in with CFA on if they will be planning to use the room again as well.
  b. Meeting Modality:
    i. Discussion ensued. The Summer Senate decided that it would be best to keep the meeting as in-person only considering the exorbitant expense to hold it in a hybrid format. Today, Wednesday, May 21 is the last day that faculty are on contract. K. Van

Grinsven will send out the Save the Date and calendar invitation today and update the website RSVP later.

c. New Student Convocation (August 24; tentative)
    i. A. Hegde offered to attend and give remarks if no one else comes forward. N. Michieka also volunteered.

III. Approval of Agenda **(Time Certain:)**
    a. Agenda approved.

IV. Approval of EC and Summer Senate Minutes
    a. April 22, 2025- EC (handout)
    b. April 29, 2025- EC (handout)
    c. May 6, 2025- EC (handout)
    d. May 13, 2025- Summer Senate (handout)
    e. May 15, 2025- Summer Senate (handout)
    f. No discussion on minutes. J. Deal motioned for all minutes listed to be approved; seconded by C. Lam. Motion passed; minutes approved.

V. Carry Over Discussion Items
    a. See Senate log for any unaddressed referrals that should be carried over (handout)
        i. AAC (J. Deal and T. Tsantsoulas)
            1. 2024-2025 Open Referrals:
                a. 2024-2025 #31 Academic Policies Housed in the Registrar's Office
                b. 2024-2025 #37 Academic Degree Policies
            2. For 2025-2026, a broader referral will be needed to look at everything under Strategic Enrollment Management that has an academic component.
        ii. AS&SS (T. Tsantsoulas and L. Kirstein)
            1. See above; 2025-2026 referral on Academic Policies would be a joint referral with AAC.
        iii. BPC (D. Wu and A. Grombly)
            1. 2024-2025 Open Referrals:
                a. 2024-2025 #10 Time Blocks
                b. 2024-2025 #11 Space Utilization
            2. For 2025-20-26, a broader referral will be needed to address time blocks and space utilization. Some suggestions included specifications of how classrooms would be divided up by departments and/or colleges, or the development of a task force to collect data and address the different considerations. Some discussion on whether ASI would be included.
        iv. FAC (Z. Zenko) (handout)
            1. 2024-2025 Open Referrals:
                i. A new referral will be needed with the PAF portion removed.

b. 2024-2025 #06 Sixth-year Lecturer Review – Handbook Change
c. 2024-2025 #36 Clarify ASCSU Lecturer Electorate Procedures
    i. This referral will need to be carried over to 2025-2026; same template and language is fine.
d. For 2025-20-26, FAC will need a new referral for 2024-2025 #34 Unit RTP Committees and PAF Content - Handbook Change, with the PAF portion removed. FAC is waiting for the recommendations and report from the Sixth-year Lecturer Review Task Force. 2024-2025 #36 Clarify ASCSU Lecturer Electorate Procedures can be updated and referred again with the same language.

b. Reports and Recommendations
    i. Scholarship and Creative Activities Taskforce - Z. Zenko, Chair (handout)
        1. The Scholarship and Creative Activities Taskforce are approaching the completion of their report. Some discussion ensued regarding the appropriate distribution. The President, Provost, and FAC would receive the full report. The Executive Summary and recommendations can be distributed more widely. Distribution will be held until Fall 2025.
    ii. Advising Report and Debrief on Meeting w/ Strategic Enrollment Management
        1. Communications from Strategic Enrollment Management should have been sent out after the meeting and discussion, however, nothing has been received or distributed to faculty. This topic may need to be revisited at the next meeting of the Summer Senate if communication still has not been sent. D. Solano suggested we should do something if no follow up occurs. Some concerns were voiced about the VP's commitment to shared governance. Chair Danforth will follow up.
        2. Academic Administrator Review Committee (AARC)
            a. The AARC for D. Cantrell will be convened in the fall. Chair Danforth requested that the provost and his office contact the review committee to inform them as no communications have been sent.
            b. The AARC for the AVP for IRPA is incomplete as it is in the hands of the President. Interim Provost Rodriguez intends to speak with President Harper regarding this review.
    iii. Special Review Committee for Anthropology – AAC and BPC
        1. Both AAC and BPC have reviewed the report and agree to the discontinuation. A resolution to be prepared for Fall 2025.

c. Calendar Committee – Composition and faculty representation [(handout)]()
    i. 2024-2025 Roster:
        1. Representative from the Provost Office who submits to chancellor's office (Dee Dee Price - Faculty Affairs Specialist)
        2. Staff Advisor (Janine Cornelison - Academic Advisor)

3. Representative from the Registrar's Office (Jennifer Mabry - Assistant Vice President)
4. Representative from Extended Education and Global Outreach (Jennifer Patino - Director, Professional & Cont. Educ)
5. Representative from Enrollment Services (Sonya Gaitan - Director of Enrollment Services)
6. Graduate Program Advisor? (Luis Hernandez - Graduate Programs Coordinator)
7. ~~Frankie Jenkins - Assistant to the Vice President for Strategic Enrollment Management and Student Support~~ Not necessary for 2025-2026 as the Calendar Committee will now be under the Senate's purview. The Senate Analyst will provide administrative support for this committee.
8. Representative from Academic Operations (Tonya Nixon - Academic Scheduling Analyst)
9. Representative from Financial Aid (Christine Lopez - Assistant Director of Financial Aid)
10. Di Wu – Professor and Department Chair of Accounting and Finance

ii. Need to add someone from HR (also called People & Culture) with knowledge of the holiday calendar, Housing to ensure the housing contracts align with the calendar (due to the recurring issues with dorm-move out dates), and possibly someone from commencement.

iii. Composition for 2025-2026:
   1. Addition: EC Representative
   2. Addition: Representative from People and Culture
   3. Addition: Representative from Student Housing
   4. BPC Representative
   5. Chancellor's Office Liaison (Provost Office)
   6. One Graduate Staff Advisor
   7. One Undergraduate Staff Advisor
   8. One Representative from Extended Education (EGGO)
   9. One Representative from Academic Operations
   10. AVP for Enrollment Management or designee
       a. The Summer Senate agreed to remove positions from 2024-2025 including the representatives from the Registrar's Office, Enrollment Systems, and Financial Aid. The division can designate one person and communicate with the appropriate offices.
   11. Addition: Commencement liaison
   12. Administrative support - Senate Analyst

d. Add "Statements of the Senate" Process to governing documents – EC

i. The bylaws and Senate flow chart need to be updated, particularly for when the President does not sign a resolution and the inclusion of process for the "Statements of the Senate" where the resolution does not need to come back to the Senate for discussion if the President does not sign.

ii. Some discussion ensued regarding the naming and tracking of these resolutions in the Senate log. The suggestion was made to follow the regular naming and numbering convention for resolutions and just add a footnote that it would be a statement of the senate. C. Lam had some suggestions that other universities use for "Statements of the Senate." He will research them and share them with the EC, particularly for resolutions that oppose legislation or are "Votes of No Confidence."

e. Faculty Ombudsperson- Memo to current incumbent (handout) and drafted Call (handout)

i. The Summer Senate edited the attached memorandum. The call for interest for a new Faculty Ombudsperson will go out in Fall 2025. The Senate Analyst will send the memorandum to Dr. JJ Wang.

f. Resolution to rename the Faculty Leadership and Service Award (handout)

i. Chair Danforth is working on a resolution for the name change and will confirm with J. Kegley for her preferences for what name to use and spelling. First reading cannot be waived.

g. Dorm Move-out date inconsistent w/ final exam schedule (handout)

i. The Summer Senate believes this issue may be addressed for the future by having someone from Student Housing on the Calendar Committee.

VI. New Discussion Items

a. May Revise of State Budget

i. We will not get an update at the campus level until June 15th D. Wu asked if the Summer Senate would normally meet with the CFO? Chair Danforth answered no.

b. Cabinet appointment discussion (President Harper is open to scheduling a meeting)

i. A meeting will be scheduled with President Harper to discuss his intent to make another direct appointment for an administrator. Some discussion ensued regarding that the position proposed is not an academic position, and that President Harper had said direct appointments would be rare, however, this is the third direct appointment. Discussion continued regarding how most members of the President's Cabinet are direct appointments and there is no understandable reason to completely skip the search process. Concerns were also voiced regarding the stifling of faculty voices and rights by some administrators on the Cabinet that are not supporters of shared governance.

c. Summer Academic Master Plan (handout)

i. A new degree program is expected to be added to the Summer AMP, and it has not been received yet. An additional Summer Senate meeting will need to be scheduled when the AMP is submitted from Academic Programs. A. Hegde shared that in summer 2020, meeting participants received $150-200 per person.

d. Handbook and Bylaws Project; Summer Project – funding?
    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).
    xi. Update all references to the AVP of Enrollment Management- distinguish the VP of Strategic Enrollment Management from the new AVP of Enrollment Management
    xii. Bylaws Section IV.A.4 Annual reports from committees- limit to specific committees?
    xiii. Review and update the Standing Committees ex-officio positions due to the re-organization of university
    xiv. Changes to bylaws that were approved by previous resolution but never posted (clarifying the edition of Robert's Rules of Order).
    xv. Discussion:
        1. The Summer Senate agreed that the Handbook would be an extensive project that would be best done during the summer. Faculty are off contract over the summer, and the Senate Chair is the only member from the Academic Senate that receives the Summer MOU. If work is to be done, the provost would need to agree to compensation.
        2. The Interim Provost is hesitant to promise any funding for work that would take place after his last day as Provost (June 30, 2025).
        3. Chair Danforth asked for volunteers for this project. Z. Zenko, A. Grombly, and D. Solano volunteered.

e. Issues between Academic Programs and Enrollment Management Systems (formally Academic Operations) with respect to new/revised curriculum that should have received Senate approval (handout)

i. Chair Danforth noticed that the draft 2025-26 catalog had the CIS program courses added. The CIS program elevation has not been approved by Senate, so nothing related to that program, including the new CIS courses, should be published in the catalog. There were several other items discovered in the current catalog that didn't go through senate, including:
    1. Two new minors (Early Childhood Development and Medical Spanish)
    2. Renaming of the MPA concentration from Healthcare Management to Healthcare Administration

ii. Multiple proposals were sent to Strategic Enrollment Management instead of Academic Programs (see pending fall business) that have since been sent to Academic Programs.

iii. Discussion:
    1. Chair Danforth shared that E Adams responded there are issues with the workflow and she will work with T. Holiwell to ensure that Senate approval is part of the workflow.
    2. There will be a lot of referrals to AAC in Fall 2025 including various curriculum proposals and three minors as it was recently found that there are many items that did not make it through the correct channels.

f. Pending Fall Business

i. Concerns about content and assignment of instructors for CSUB 1029 (handout)
    1. Chair Danforth shared that this issue was raised at DCLC, and this item would concern GECCo. This will likely be an AAC referral.

ii. Renaming of the Computer Science Information Security concentration (handout)
    1. Referral for AAC and BPC.

iii. Elevation of the concentration Computer Information Systems (CIS) to a degree (handout)
    1. Referral for AAC and BPC.

iv. Changing the Master of Computer Science to stateside (handout)
    1. Referral for AAC and BPC.

v. Concerns about teaching modality language in the handbook (handout)
    1. Another issue raised at DCLC was teaching modality language in the handbook and how it is interpreted differently. The handbook is clear that it is not an individual faculty decision, but it is not clear if it can be overridden by the Dean. Some would argue that it is the department who determines the teaching modality, while others argue that it would be the deans, as the deans have purview over the departments. More discussion will need to take place in the fall, and a referral will need to be made. For current concerns, faculty members can go to the grievance process through CFA or go to Faculty Affairs if they believe their dean is violating the Handbook.

vi. Request to develop a rubric for Sabbatical Applications (handout)

1. The request was also made for the development of rubric for sabbatical applications and consideration of the development of some type of appeal process and way for ensuring feedback is received for applicants. A referral will be made to FAC.
2. More discussion is also needed regarding the Faculty Honors and Awards Committee (FHAC). Some discussion ensued regarding the consideration of a two-year term or staggered terms for members to help with the learning curve. The FHAC also needs a staff member assigned specifically to that committee so they can keep records and help with the transition between chairs and members. FHAC chairs have met with the Senate chair, but not all have done so, and continuity is needed.

vii. Concern about catalog change that is not consistent with Title V (handout)

1. Templates being shared by Strategic Enrollment Management for advising have issues. A faculty member had reached out as their template for their program states that 40 upper division units are required for their Bachelor of Science degree, but Title V only requires 40 upper division units for Bachelor of Arts degrees. Chair Danforth could not find any CSUB policy change, although 40 upper division units for Bachelor of Science degrees has been current practice. (Note that it was changed in the fall 2021 catalog...the fall 2020 said 40 units was for BAs only.) Some research will be needed on if CSUB ever approved 40 upper division units as a requirement for Bachelor of Science degrees or not and likely a referral to AAC will be needed.

viii. Faculty VISA (added to agenda per Z. Zenko)

1. CFA is approved a letter to the President requesting an update about how the university will address the issues with HB 1 Visas. Z. Zenko asked if Academic Senate would sign it. There are issues with the processing times, which make it impossible to request a three-year visa. Annual renewals mean more costs. When the appointment letters come late, the regular processing time is not fast enough, so it requires additional expenses to expedite ($1,500 per visa renewal). Visa renewals used to go through HR; however, it has shifted to Faculty Affairs and delayed processing times have become a recurring issue. Interim Provost Rodriguez said that there are potential roadblocks in the sense of the University’s ability to be able to send out any type of notification that a person is to be employed beyond the time that is allowable under the current contract. There are also some processes at the institutional level that need to be developed more thoroughly. Discussion continued involving the proposed letter and suggested edits. It was decided that Senate should send a separate letter removing the timeline, focusing on visa issues, and recommending that a

point person be identified. Also, a line needs to be added regarding the urgency due to concerns in the current climate. We may want to discuss how the RTP process fits in with this in fall. Chair Danforth will get a draft out soon.

ix. Reports due to Senate:
    1. Short discussion ensued regarding which committees are considered "Senate" committees, and which are just committees that the Senate runs elections for and does not house the rosters or expect reports from. The Senate Analyst and Senate Chair will review the list of committees the Senate runs elections for and review over summer.

VII. Adjournment
  a. Chair Danforth adjourned the meeting at 4:00 PM. The Senate Analyst with check with the Office of the President for when a meeting with President Harper and the Summer Senate can be scheduled.