

ACADEMIC SENATE EXECUTIVE COMMITTEE

Agenda

Tuesday, March 1, 2022

10:00 a.m. – 11:25 a.m.

Video Conference

1. CALL TO ORDER
2. ANNOUNCEMENTS, INFORMATION AND WELLNESS CHECK
3. APPROVAL OF AGENDA (Time Certain 10:05)
4. APPROVAL OF MINUTES
February 15, 2022 Minutes
5. CONTINUED ITEMS
 - a. AS Log (handout)
 - i. AAC (J. Tarjan)
 - ii. AS&SS (E. Correa)
 - iii. FAC (M. Rees)
 - iv. BPC (C. Lam)
 - b. Provost Update (V. Harper)
 - i. Summer Compensation – General Faculty and Department Chairs
 - c. Searches (V. Harper)
 - i. AVP GRaSP
 - ii. AVP IRPA
 - iii. Dean BPA
 - iv. Dean NSME
 - v. Dean Antelope Valley
 - vi. Dean Library
 - vii. Associate Dean Undergraduate and Graduate Studies
 - d. Assigned Time 20.37 Review Committee
 - e. Financial and strategic planning transparency and faculty participation
 - f. AB 928
 - g. AAC Referrals: Copy Catalog and Special Concerns – J. Tarjan

6. NEW DISCUSSION ITEMS (Time Certain 10:45)
- a. General Faculty Meeting, Spring
 - i. Guidelines for Chat during Senate meetings
 - ii. Modalities moving forward after pandemic – AAC and AS&SS
 - iii. Faculty Rights and disciplinary action (handout)
 - iv. RTP rebuttal letter acknowledgement include interpretation of the substance of the letter
 - v. URC workload as campus grows
 - b. AP Assessment Quality Feedback (handout)
 - c. Elections and Appointments – M. Danforth
 - i. Campus wide Faculty Advising Task Force (handout)
 - ii. Faculty Fourth attempt to fill position turns to EC appointment – Handbook Change
 - iii. Evaluation of Academic Administrators – Handbook 311.1 (handout)
 - iv. School Elections Committee – Handbook Change 202.7
 - v. Order of Business – Bylaws change (Section III. A.)
 - vi. Standing Committee Bylaws change – (Section IV)
 - 1. Chair Election Statement of Interest (J. Tarjan’s suggestion)
 - 2. Two-years on Senate requirement
 - 3. Structure of BPC
 - 4. Strike “at least” (J. Tarjan’s suggestion)
 - vii. Committee proliferation
 - d. Exam Modality for Flex Classes
 - e. Philosophy on Teaching Modalities - Joint Letter - Handbook Appendix
 - f. RTP – 3-year Lecturers, PTR
 - g. Handbook 201.1 – CARS name change GECCo (handout)
 - h. Policies: Reimbursement Rate, and Professional Development Funding (handout)
 - i. Reconsider Time Blocks
 - j. Investment Divestiture
 - k. Academic Integrity
 - i. Academic Integrity Pledge
 - l. Strategic Plan Group data gathering instrument(s)
 - m. Academic Freedom revisited – FAC

- n. Distinguished Professor Award – (handout) FAC
- o. Faculty Poll regarding online instruction (Hold pending further information)
- p. Alma Mater (Hold pending further investigation)
- q. Assigned Time application revision and timing (Hold pending further information) – FAC

7. **AGENDA ITEMS FOR SENATE MEETING March 3, 2021 (Time Certain 11:00 a.m.)**

Approval of Minutes

Announcements

- President's Report – L. Zelezny (Time Certain 10:10-10:15)
- Title IX – Marcus Brown (Time Certain 10:15-10:20)
- Enrollment Management – D. Cantrell (Time Certain 10:20-10:35)
- Elections and Appointments – M. Danforth

Approval of Agenda (Time Certain 10:05)

Reports

Resolutions (Time Certain 10:35)

Consent Agenda

New Business

RES 212220 Formation of a General Studies Review Committee

Old Business

RES 202218 Final Exam Policy – Interim Policy Change

RES 202219 Submission of Electronic Faculty Performance Files

Open Forum (Time Certain 11:15)

8. COMMENTS FROM THE FLOOR

9. ADJOURNMENT (Time Certain 11:25 am)

ACADEMIC SENATE LOG – MARCH 1, 2022

Academic Affairs Committee: John Tarjan/Chair, meets 10:00am via Zoom

Dates: Sept 2, Sept 16, Sept 30, Oct 14, Oct 28, Nov 18, Jan 27, Feb 10, Feb 24, Mar 10, Mar 24, Apr 21, May 5

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
8/24/21	2021-2022 02 Department Formation Criteria Revision		AAC, BPC, FAC The need to clarify and extend the current department formation procedures. Task Force sent recommendations to EC 12/1/ 2021. See EC Agenda 12/7/21. AAC will take up discussion.			
8/31/21	2021-2022 05 EEGO Summer Term Unit Limits		AAC Consider Summer Session as a single term with a cumulative student workload and what is the maximum number of units which enables student success. RES 212213 Unit Cap During Summer Term	2/17/22	2/25/22	
	2020-2021 23 MA INST Moratorium	Complete	AAC Consider the rationale as presented in the attached letter from the Director of INST and the impact on students in the program. RES 212204 MA INST Moratorium	10/7/21	10/15/21	10/15/21
8/31/21	2021-2022 07 GECCo Reporting Structure		AAC, BPC, FAC Where GECCo fits into other committee & program structures and whether to change Handbook 202.1 or Handbook Appendix C Article 8.			
8/31/21	2021-2022 08 Proposal for the Formation of a General Studies (GST) Department	Withdrawn 10/19/21	AAC, BPC, FAC Rationale behind dept. creation, existing support services, additional supports services needed			
8/31/21	2021-2022 09 Proposal to Employ High Impact Practice (HIP) Tracking		AAC, AS&SS Whether: to use existing code in PeopleSoft, apply AAC&U's definition, there's a campus body that could identify HIPs and can dev & deliver HIPs, need for training guide for analysis & reporting. AAC presenting RES 212212 High Impact Practice Designation and Tracking	2/17/22	2/25/22	
10/5/21	2021-2022 21 Proposal for Ethnic Studies ETHS 1508 and Change to ETHS Curriculum	Complete	AAC in its capacity as the interschool curriculum committee, approved the ETHS 1508 course proposal for Introduction to Chicana/Chicano/Chicanx Studies and approved the proposed changes to the Ethnic & Area Studies concentration.			
10/5/21	2021-2022 24 BA Sociology Concentration Revision – Racial and Ethnic Dynamics		AAC Review rationale and impact. RES 212214 Approval of Revised Sociology Concentration in Racial and Ethnic Dynamics	2/17/22	2/25/22	

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Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
10/16/21	2021-2022 25 General Studies (GST) Department Formation		AAC Lack of home for GST, whether GST more suited as a program, mechanism for GST faculty review, GST report to EC annually			
10/16/21	2021-2022 26 AMP 2022-23 through 2031-32	Complete	AAC BPC RES 212208 Academic Master Plan 2022-23 through 2031-32	12/02/21	12/10/21	12/13/21
10/19/21	2021-2022 29 Task Stream Usage and Access		AAC, AS&SS BPC Whether policy needed from academic, student, and planning perspectives.			
12/8/21	2021-2022 32 Undergraduate Re-Enrollment Policy Change	Complete	AAC Revising CSUB policy for re-entry and addressing concerns identified by Chancellor Castro.	12/2/21	12/10/21	12/10/21
1/25/22	2021-2022 35 BA in History with Social Science Teaching Concentration		AAC Consider rationale and impact on students.			

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Academic Support and Student Services: Elaine Correa/Chair, meets 10:00 via Zoom video conference

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Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
	2020-2021 Referral 26 Testing Center	Complete	AS&SS RES 202123 Academic Testing Center approved by Senate 3/18/21. Not by President pending Fall '21 enrollment, need, resources.			
9/28/21	2021-2022 Referral 10 Faculty Advising Structure		AS&SS Whether there is a need for a change to the advising structure Refer to AS&SS minutes 2021-05-06 for recommendations. See report from Faculty Fellow & AVP AP. Task Force TBD			
8/31/21	2021-2022 09 Proposal to Employ High Impact Practice (HIP) Tracking		AAC, AS&SS Whether: to use existing code in PeopleSoft, apply AAC&U's definition, there's a campus body that could identify HIPs and can dev & deliver HIPs, need for training guide for analysis & reporting. RES 212212 HIP Designation & Tracking. AS&SS did not support the resolution.	2/17/22	2/25/22	
10/19/21	2021-2022 28 Academic Testing Center Exploratory Sub-Committee		AS&SS Reference RES 202123. Form sub-committee & include AVP EM, Director Testing Center, ASI & provide path			
10/19/21	2021-2022 29 Task Stream Usage and Access		AAC, AS&SS BPC Whether policy needed from academic, student, and planning perspectives.			
1/25/22	2021-2022 36 Appendix K IMAP – Handbook Change		AS&SS Align IMAP with CO's new goals and performance indicators, whether LMS is instructional goal, and identify responsible party of the master textbook list.			

ACADEMIC SENATE LOG – MARCH 1, 2022

Faculty Affairs Committee: Mandy Rees/Chair, meets 10:00am via Zoom video conference

Dates: Sept 2, Sept 16, Sept 30, Oct 14, Oct 28, Nov 18, Jan 27, Feb 10, Feb 24, Mar 10, Mar 24, Apr 21, May 5

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
8/24/21	2021-2022 01 Extension of RES 192020 RTP Guidelines for 2020 to 2021		FAC The same factors that restricted or prevented faculty from doing certain activities related to RTP still exist.			
8/24/21	2021-2022 02 Department Formation Criteria Revision	Complete	AAC, BPC, FAC The need to clarify and extend the current department formation procedures. Task Force sent recommendations to EC 12/1/ 2021. See EC Agenda 12/7/21			
8/24/21	2021-2022 03 Electronic RTP as Application Standard	Second Reading 3/3/22	FAC Whether use of vendor with electronic RTP application platform is viable for CSUB. RES 212219 Submission of Electronic Faculty Performance Review Files			
8/24/21	2021-2022 04 Exceptional Service Article 20.37 Application and Screening Process		FAC Research CSU campus' rubrics & applications and establish improvement and consistency to application & screening.			
8/31/21	2021-2022 07 GECCo Reporting Structure		AAC, BPC, FAC Where GECCo fits into other committee & program structures and whether to change Handbook 202.1 or Handbook Appendix C Article 8.			
8/31/21	2021-2022 08 General Studies (GST) Department Formation	Withdrawn 10/19/21	AAC, BPC, FAC Rationale behind dept. creation, existing support services, additional supports services needed			
8/31/21	2021-2022 Referral 12 Criteria and Nomination Process for Faculty Awards		FAC Define meritorious, pressure from senior faculty, confidentiality of process			
	2020-2021 06 CSUB Patent Policy	Complete	FAC RES 202117 CSUB Patent Policy approved by Senate. Not by President pending CO policy update.			
	2019-2020 Referral 08 Honorary Doctorate – Handbook Change	Carry-over from 2 AYS	FAC refer to RES 121329 Procedures for Honorary Doctorate Nominations and Selection REVISED			
8/31/21	2021-2022 13 Notification to Chairs of Assigned Time		FAC Specifying the appropriate timing and notification to the department chair and how the coordination with AA and HR can improve.			
8/31/21	2021-2022 20 Accessibility of Instructional Materials		FAC Identify owner and maintainer of textbook master list, specify policies for adopting a textbook.			

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8/31/21	2021-2022 17 Handbook 305.2.4 Early Award of Tenure and 305.3.4 Early Promotion of Probationary and Tenured Faculty	Complete	FAC The language regarding performance differs. Make them consistent. Departments need to have early tenure criteria or revise it. RES 212202 Early Award of Tenure	9/23/21	10/1/21	10/4/21
8/31/21	2021-2022 19 DEI Faculty Fellows Exploratory Group Report		BPC, FAC Review institutional and faculty issues and comment whether there are actionable items.			
8/31/21	2020-2021 14 Proposal for the Creation of Ethnic Studies Department	Complete	FAC RES 212207 Formation of Ethnic Studies Department	12/02/21	12/10/21	12/10/21
9/21/21	2021-2022 23 Faculty Hall of Fame Selection Process Change		FAC Whether selection process should move to FHAC; whether time conflict with Faculty Awards, data transfer			
10/19/21	2021-2022 Referral 15 Sabbatical Application Process Improvement		FAC Identify what is different or extra between the 1) Faculty Information Bulletin 2) Application Cover Sheet, 3) Handbook with directions for the applicant and 4) directions for the evaluating committee and then make consistent between them, and other considerations. RES 212216 Sabbatical and Difference in Pay Leave Policies	2/17/22	2/25/22	
10/19/21	2021-2022 27 Composition of Search and Screening Committees – Handbook Change		FAC Handbook 309.5: clarify candidate eligibility, add “General Faculty”, reconstitute committee > 18 months.			
1/25/22	2021-2022 30 Completeness of RTP File – Handbook Change		FAC Consider direction, clarification, order of review, include chair letter, timeline, items from PAF to WPAF			

ACADEMIC SENATE LOG – MARCH 1, 2022

Budget and Planning Committee: Charles Lam/Chair, meets 10:00am via Zoom video conference

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2021-2022 02 Department Formation Criteria Revision	Complete	AAC, BPC, FAC The need to clarify and extend the current department formation procedures. Task Force sent recommendations to EC 12/1/ 2021. See EC Agenda 12/7/21			
2021-2022 16 Institutional Research in Response to WSCUC Report	Complete	BPC Feedback from CO, access and permissions to data, what faculty needs, what data department chairs' need. See M. Malhotra's report. BPC decided that there is sufficient ongoing process that no follow-up action is required at this time			
2020-2021 20 UPRC Changes	Pending Task Force. Tabled to 2021-2022	AAC, BPC Combine concerns from 2019-2020 #19 referral and 2020-2021 Addendum with the recommendations from UPRC current Chair and Jinping Sun's report.			
2021-2022 07 GECCo Reporting Structure		AAC, BPC, FAC Where GECCo fits into other committee & program structures and whether to change Handbook 202.1 or Handbook Appendix C Article 8.			
2021-2022 08 General Studies (GST) Department Formation	Withdrawn 10/19/21	AAC, BPC, FAC Rationale behind dept. creation, existing support services, additional supports services needed			
2021-2022 18 CSUB Policy on Use of sUAS – GraSP Update	Complete	BPC Consider whether documents submitted by GraSP are informational or need action. RES 212205 CSUB Policy on Use of sUAS – GRaSP Update	10/7/21	10/15/21	10/15/21
2021-2022 19 DEI Faculty Fellows Exploratory Group Report		BPC, FAC Review institutional and faculty issues and comment whether there are actionable items.			
2021-2022 22 Summer 2022 Schedule EEGO	Complete	BPC Whether unequal days between two summer sessions, eliminate break, reinstate two five-week terms in future. RES 212206 Winter Intersession 2021-2022 Calendar Update	10/7/21	10/15/21	10/15/21
2021-2022 26 AMP 2022-23 through 2031-32	Complete	AAC BPC RES 212208 Academic Master Plan 2022-23 through 2031-32	12/02/21	12/10/21	12/13/21

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11/2/21	2020-2021 31 Academic Calendar 2022-2023	Complete	BPC RES 212211 Academic Calendar 2022-2023	12/02/21	12/10/21	12/10/21
12/7/21	2021-2022 33 Final Exam Schedule – Interim Policy Change	Second Reading 3/3/22	BPC Creation of policy that gives students and faculty the option of taking final exam at a time that doesn't conflict with Commencement. RES 212218 Final Exam Policy – Interim Policy Change			
1/25/22	2021-2022 34 Academic Calendar Fall Recess Schedule		BPC Consider impact on number of teaching days and survey of other CSUs			
1/26/22	2021-2022 37 Addendum to Academic Calendar 2022-2023	Complete	BPC RES 212215 Addendum to Academic Calendar 2022-2023	2/3/22	2/11/22	2/17/22
		Complete	BPC RES 212217 Addendum to Academic Calendar 2021-2022	2/3/22	2/11/22	2/17/22
2/15/22	2021-2022 38 Saturday Commencement		BPC Explore the issues and proposed alternatives to resolve schedule conflict with exam finals and commencement.			

**ACADEMIC SENATE
OF
THE CALIFORNIA STATE UNIVERSITY**

AS-3517-21/FA (Rev)
November 4-5, 2021

**FACULTY RIGHTS TO DUE PROCESS IN DISCIPLINARY ACTION
PROCEDURES WITHIN THE CSU**

RESOLVED: That the ASCSU recommend that CSU Campus Senates address faculty rights to due process in disciplinary action procedures, including but not limited to developing policies regarding the following:

- requirements for notifying faculty when such actions are being considered but before such actions are initiated;
- providing faculty with any written documents, witness statements, or other evidence being considered before such actions are initiated;
- allowing faculty to submit any information or evidence to appropriate CSU administrator(s) before such actions are initiated;
- allowing faculty to meet with appropriate CSU administrator(s) accompanied by California Faculty Association (CFA) and/or faculty representative(s) before such actions are initiated; and be it further

RESOLVED: That the ASCSU distribute this resolution to the CSU Board of Trustees, CSU Office of the Chancellor, California Faculty Association (CFA), California State Student Association (CSSA), CSU campus Presidents, CSU campus Provosts/Vice Presidents of Academic Affairs, CSU campus Offices of Faculty Affairs, CSU campus Senate Chairs, CSU College Deans, and the CSU Emeritus and Retired Faculty & Staff Association (CSU-ERFSA).

***RATIONALE:** The United States Constitution guarantees a fundamental right to due process in the 5th and 14th Amendments. Due process includes fair procedures and the right to meaningfully defend oneself and be meaningfully represented against allegations of wrongdoing. Article 19 in the Collective Bargaining Agreement (CBA) does not specify rights of faculty to respond to allegations of wrongdoing before disciplinary actions are initiated, only after disciplinary action(s) are already pending, which allows CSU administrators to begin punishments for faculty without ever speaking to them or receiving any information from them. Article 19 specifically allows for creation of additional steps in the disciplinary action process, including opportunities for informal consultation between faculty and appropriate administrators (19.3). Further, CSU Executive Order (EO) 1096-revised indicates that in cases involving accusations of discrimination, harassment, retaliation, dating/ domestic violence, or stalking, investigation procedures must give equal opportunity to complainants and respondents to meet with administrators*

and to provide information and evidence, and give respondents the right to receive information about allegations of wrongdoing against them (Article III, Section C, Campus Investigation Process, Parts 3 {Intake Interview} and 7 {Investigation Procedure}). The Supreme Court decision in National Labor Relations Board v. J. Weingarten Inc. (1975) provides Weingarten Rights to CSU faculty members, including the right to be accompanied by a CFA or faculty representative(s) to any investigatory interviews with CSU administrators, and the right to receive copies of documents, allegations, and any other evidence that is being considered in investigating a possible disciplinary action.

Approved Unanimously – January 20-21, 2022



MEMORANDUM

DATE: January 24, 2022

TO: Dr. Aaron Hegde / Chair, Academic Senate

CC: Dr. Vernon Harper / Provost and Vice President, Academic Affairs
Ms. Monica Malhotra / Interim AVP for Institutional Research, Planning, and Assessment

FROM: Dr. Debra Jackson / AVP for Academic Affairs, Dean of Academic Programs

RE: Academic Program Assessment Quality Feedback

On behalf of the Strategic Plan Goal 3 workgroup, I request that the Academic Senate develop a formal structure to ensure that academic programs receive regular feedback on the quality of their student learning outcomes assessment efforts. This will assist our campus in achieving Sub-Strategy 3.7.2 of the CSUB Strategic Plan.

One possible structure to consider is the inclusion of the Faculty Assessment Coordinators on their respective School Curriculum Committees in an ex-officio capacity. The FACs could provide the Committees with regular updates about program assessment compliance and the Committees could provide substantive feedback on the quality program assessment efforts.

Background:

In August 2021, Beth Bywaters interpreted the language of Handbook 311.1 as the call for faculty on Academic Administrator Review Committee (AARC) Provost to be early in Fall '21 semester; the first academic year after the Provost's May 2020 hire. Upon mentioning the Fall '21 formation the AARC to Dee Dee Price, she shared her interpretation, having served as coordinator of many AARCs:

The AARC for Provost would be formed in the Spring of his second year after hire. That would be this semester.

Here is some clarifying language which conforms to the timing and practice of the Academic Administrator Review Committee.

311.1 General Guidelines

Each academic administrator shall be evaluated according to these procedures at three-year intervals. The **first** review **process** should be initiated early in fall semester after their initial hire. **The Academic Administrator Review Committee (AARC) is formed in the following Spring of the administrator's second year.** The President or the President's designee prepares the schedule of the evaluations.

The President may, if he or she believes it is appropriate, call for an evaluation of an individual before a scheduled evaluation.

The supervisor, after consulting with the administrator being evaluated, is responsible for developing the categories to be used for evaluating a director, dean, or academic vice president.

(Revised 12-01-16)

Please consider whether these suggestions go to the EC for discussion and referral.

CAMPUS WIDE ACADEMIC ADVISING TASK FORCE

This ad hoc committee will review the current structure of student advising to determine how to improve collaboration between faculty advising and staff advising to provide a seamless and consistent service to our students. The committee consists of one faculty advisor from each school, one staff advisor from each school, a representative from Senate AS&SS, a representative from the Advising Leadership Team and a representative from Academic Advising & Resource Center (AARC). Dr. Brian Street, author of the Academic Support Services at CSUB: Student Success through Advising, Tutoring, Supplemental Instruction, and Course Scheduling, shall serve as non-voting member. Term: Spring 2022

Faculty Advisor A&H	Joel Haney	Music	
Faculty Advisor BPA	Lori Paris	Management & Marketing	
Faculty Advisor NSME	Amber Stokes	Biology	
Faculty Advisor SS&E	Kris Grappendorf	Kinesiology	
Staff Advisor A&H	Janine Cornelison		
Staff Advisor BPA	Cindy Zuniga-Prado		
Staff Advisor NSME	Anayeli Gomez-Navarro		
Staff Advisor SS&E	Gilberto Herrera		
AS&SS member	Paul Salie	Student Services	
Advising Leadership Team (ALT)	Yvette Morones		
AARC	Denise Romero		
ex-officio:			
Author of Student Success Report	Brian Street	Kinesiology	

200 UNIVERSITY PROGRAMS

201 ACADEMIC PROGRAMS

Four schools administer the University's instructional programs: Business and Public Administration (BPA); Education (SOE); Humanities and Social Sciences (H&SS); and Natural Sciences and Mathematics (NSM). Detailed information on their programs may be found in the current University catalog.

201.1 General Education

Oversight, coordination and assessment of the University's general education program is the responsibility of the **Committee on Academic Requirements and Standards**. The Associate Vice President for Academic Programs, or designee, coordinates the availability of courses.

201.2 Baccalaureate Degree Programs

Departments, program committees, and relevant school deans administer the baccalaureate degree programs. The Dean of Academic Programs coordinates these programs.



**California State University, Bakersfield
Division of Academic Affairs**

Policy Title: PROVOST Direct Reports Professional Development Funding

Policy Status: DRAFT

Affected Units

Provost's Council, Provost's Direct Reports

Policy Statement

Professional Development is a critical component of CSUB's success. By investing in people, CSUB internally grows its base of talent.

For professional development expenses above \$500, the Provost must provide written authorization to his/her direct reports before any professional development expense is incurred. A professional development expense would be a workshop or training series designed to enhance an individual's skill or competence. Importantly, regular travel for conference meetings etc. are not included within the scope of this policy.

Consultations

Provost's Council

Approved Date

TBD

Effective Date

TBD

Date Submitted to Policy Portal

TBD

Distinguished Professor

Here is what it refers to (via Anna Jacobsen)

As we look for ways to increase the visibility and support of our scholarship-active faculty, I think that it would be worth examining the creation of the title of "**Distinguished Professor**" on our campus. I am aware of this title being used for "internationally recognized faculty scholars" at CSU MB and LB and there are probably other campuses as well. At some institutions, it seems that these are "funded" positions through donors (often they are named distinguished professorships).

Not sure it is the right thing for our campus, but I think that it would be worth exploring.

This is not from a CSU, but I like the clarity of purpose and eligibility on this

webpage: <http://sphhp.buffalo.edu/home/information-for-faculty-staff/faculty-awards/ub-distinguished-professor.html>