

California State University, Bakersfield

Academic Senate

Agenda

Thursday, September 8, 2022

10:00 a.m. – 11:30 a.m.

Location: Student Health Services Conference Room and ZOOM Video Conference

<https://csub.zoom.us/j/89008353888?pwd=V2NoeVBQeURTZzBycUI5V2ltZU5sUT09&from=addon>

1. Call to Order
2. Approval of Minutes
 - i. August 25, 2022 (tabled)
3. Announcements and Information
 - i. President Zelezny (Time Certain: 10:10 AM).
 - ii. Academic Integrity and discipline of Code of Ethics- Dean of Students, E. Poole Callahan (Time Certain: 10:25 AM)
 - iii. Elections and Appointments- M. Danforth
4. Approval of Agenda (Time Certain: 10:05 AM)
5. Reports
 - i. Provost's Report
 - ii. ASCSU Report
 - iii. Committee and Report Requests: *(Minutes from AAC, AS&SS, BPC and FAC to be posted on the Academic Senate Webpage)*
 1. ASI Report- C. Vollmer
 2. Executive Committee- M. Danforth
 3. Academic Affairs Committee (AAC)- J. Tarjan
 4. Academic Support & Student Services Committee (AS&SS)- E. Correa
 5. Budget and Planning Committee (BPC)- C. Lam
 6. Faculty Affairs Committee (FAC) – M. Rees
 7. Staff Report- S. Miller
6. Resolutions **(Time Certain: 10:25 AM)**
 - i. Consent Agenda
 1. RES 222302 Addendum to Academic Calendar - BPC
 - ii. New Business
 1. RES 222301 Composition of Search and Screening Committees- Handbook Change - FAC
 - iii. Old Business
7. Open Forum **(Time Certain: 11:15 AM)**
8. Adjournment

ACADEMIC SENATE LOG – SEPTEMBER 8, 2022

Academic Affairs Committee (AAC): John Tarjan/Chair, meets 10:00 am in BDC 134 and/or via Zoom video conference

Dates: 9/1, 9/15, 9/29, 10/13, 10/27, 11/10, 11/17, 1/26, 2/9, 2/23, 3/9, 3/23, 4/13, and 4/27

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
8/24/21	2021-2022 #02 Department Formation Criteria Revision	Carryover;	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. See 3/1 Minutes EC drafts resolution.			
4/26/22	2021-2022 #45 Academic Programs Assessment Quality Feedback	Carryover;	AAC Whether committee be formed, or whether to include task in School Curriculum Committee duties.			
6/1/22	2022-2023 #02 Academic Integrity Campaign-Ombudsperson and Committee on Professional Responsibility	HOLD while discussed in EC 8/30/22	AAC, AS&SS, BPC, FAC Whether one person serving as ombudsperson is enough; funding to support Ombudsperson position; Ways the Committee on Professional Responsibility works with the Faculty Ombudsperson.			
8/29/22	Removal of courses from catalog: GST 1030, GST 1040, GST 116, and GST 2400	Completed 9/5/22	AAC, acting as university curriculum committee Reviews the rationale for remove and then sends memo to Senate	n/a	n/a	n/a

ACADEMIC SENATE LOG – SEPTEMBER 8, 2022

Academic Support and Student Services (AS&SS): Elaine Correa/Chair, meets 10:00 am in EDU 123 and/or Zoom video conference

Dates: 9/1, 9/15, 9/29, 10/13, 10/27, 11/10, 11/17, 1/26, 2/9, 2/23, 3/9, 3/23, 4/13, and 4/27

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
10/19/21	2021-2022 #28 Academic Testing Center Exploratory Sub-Committee	Carryover;	AS&SS Reference RES 202123. Form sub-committee & include AVP EM, Director Testing Center, ASI & provide path			
6/1/22	2022-2023 #02 Academic Integrity Campaign-Ombudsperson and Committee on Professional Responsibility	HOLD while discussed in EC 8/30/22	AAC, AS&SS, BPC, FAC Whether one person serving as ombudsperson is enough; funding to support Ombudsperson position; Ways the Committee on Professional Responsibility works with the Faculty Ombudsperson.			

ACADEMIC SENATE LOG – SEPTEMBER 8, 2022

Faculty Affairs Committee (FAC): Mandy Rees/Chair, meets 10:00 am in UA Conference room and/or Zoom video conference

Dates: 9/1, 9/15, 9/29, 10/13, 10/27, 11/10, 11/17, 1/26, 2/9, 2/23, 3/9, 3/23, 4/13, and 4/27

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
8/24/21	2021-2022 #02 Department Formation Criteria Revision	Carryover;	AAC, BPC, FAC The need to clarify and extend the current department formation procedures. Task Force sent recommendations to EC 12/1/ 2021. See 3/1 Minutes EC drafts resolution			
-	2019-2020 #08 Honorary Doctorate – Handbook Change	Carry-over from 3 AYs	FAC refer to RES 121329 Procedures for Honorary Doctorate Nominations and Selection REVISED			
8/31/21	2021-2022 #20 Accessibility of Instructional Materials	Carryover;	FAC Identify owner and maintainer of textbook master list, specify policies for adopting a textbook.			
10/19/21	2021-2022 #27 Composition of Search and Screening Committees – Handbook Change	Carryover;	FAC Handbook 309.5: clarify candidate eligibility, add “General Faculty”, reconstitute committee > 18 months. RES 222301- Composition of Search and Screening Committees- brought to senate 9/8/22			
3/1/22	2021-2022 #39 The Personnel Action File (PAF) and the Working Performance Action File (WPAF) – Handbook Change	Carryover;	FAC Whether the PAF or WPAF is the official file...flow chart of levels of involvement.			
3/1/22	2021-2022 #40 Digitizing the Performance Review Process	Carryover;	FAC Access, process, CFA & HR perspective, training of chairs & deans.			
3/1/22	2021-2022 #41 Sixth-year Lecturer Review – Handbook Change	Carryover;	FAC Purpose and outcome(s) of the Sixth-year Lecturer Review, etc.			
6/1/22	2022-2023 #02 Academic Integrity Campaign- Ombudsperson and Committee on Professional Responsibility	HOLD while discussed in EC 8/30/22	AAC, AS&SS, BPC, FAC Whether one person serving as ombudsperson is enough; funding to support Ombudsperson position; Ways the Committee on Professional Responsibility works with the Faculty Ombudsperson.			
8/29/22	2022-2023 #03 Holding Exams on the Last Day of Class		FAC Identifying the time of the final exam data collection challenges, possible solution, whether there are adequate resources, potential consequences.			
8/29/22	2022-2023 #04 Scheduling Office Hours Policy	9/6/2022	FAC Whether changes need to be made to the existing office hours policy	n/a	n/a	n/a

ACADEMIC SENATE LOG – SEPTEMBER 8, 2022

			MEMO- No change to existing policy; Report in materials for 9/8/2022 AS meeting.			
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ACADEMIC SENATE LOG – SEPTEMBER 8, 2022

Budget and Planning Committee (BPC): Charles Lam/Chair, meets 10:00 am in SCI III-100 and/or via Zoom video conference

Dates: 9/1, 9/15, 9/29, 10/13, 10/27, 11/10, 11/17, 1/26, 2/9, 2/23, 3/9, 3/23, 4/13, and 4/27

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
	2021-2022 #02 Department Formation Criteria Revision	Carryover	AAC, BPC, FAC The need to clarify and extend the current department formation procedures. Task Force sent recommendations to EC 12/1/ 2021, and 2/10/22. See 3/1 Minutes EC drafts resolution. RES212202			
6/1/22	2022-2023 #01 Time Blocks and Space Utilization		BPC The need to reconsider Time Blocks for classes.			
6/1/22	2022-2023 #02 Academic Integrity Campaign- Ombudsperson and Committee on Professional Responsibility	HOLD while discussed in EC 8/30/22	AAC, AS&SS, BPC, FAC Whether one person serving as ombudsperson is enough; funding to support Ombudsperson position; Ways the Committee on Professional Responsibility works with the Faculty Ombudsperson.			
8/29/22	2022-2023 #05 Reclassify Assistant VP of IRPA to Associate VP of IRPA		BPC The need to reclassify Assistant VP of IRPA to Associate VP of IRPA per Dr. Harper's request.			
8/26/22	2022-2023 #06 Addendum to Academic Calendar 22-23		BPC Addendum to change campus evacuation date from April 4 to April 11 when campus is open RES 222303- Addendum to Academic Calendar- sent to Senate 9/8/22			

AAC Report

September 1, 2022 Meeting

1. In our capacity as the inter-school curriculum committee, AAC approved the deletion of 4 GST prefix courses from the catalog that are no longer being taught.
2. We had a broad-ranging discussion about program student outcomes assessment, including ways in which to better support and provide a structure for those engaging in, and reporting, student outcomes assessment. Dean James Rodriguez will meet with the committee at its next meeting on September 15 to provide a dean's perspective on the related issues.
3. We received suggested changes to the language in the proposed new policy to govern the formation of new academic departments from BPC. We will be discussing the document, including and proposed changes from BPC and FAC, at our next meeting.

From: [John Tarjan](#)
To: [Katherine Van Grinsven](#)
Subject: AAC Report
Date: Tuesday, September 6, 2022 6:01:51 AM
Attachments: [AAC Report September 1 2022.docx](#)
[image001.png](#)

Please find the attached for the Senate meeting on Thursday. Thanks. JT

John Tarjan
Chair, Management/Marketing
CSU, Bakersfield
BDC A 144
661-654-2181 (Department Office)
661-654-2321 (Office)



AS&SS Report for September 1, 2022

From: Elaine Correa <ecorrea1@csub.edu>

Sent: Thursday, September 1, 2022 4:19 PM

To: Senate Executive Committee Group <executivecommittee@CSUB.onmicrosoft.com>

Cc: Elaine Correa <ecorrea1@csub.edu>; Katherine Van Grinsven <kvan-grinsven@csub.edu>; Melissa Danforth <mdanforth@csub.edu>

Subject: re: Representation on AS&SS

Dear Colleagues,

As today was our first sub-committee meeting, I wanted to verify the committee composition and missing representation. I made a slide-show presentation (on zoom, which went over quite well 😊) – see intro slide below!

Can you please confirm who will serve as representatives from the following units:

- 1.) Student Affairs and Student Services,
- 2.) ASI
- 3.) As proxy for Dr. Cantrell

Also, please note that Dr. Alicia Rodriguez will be Vice-Chair for AS&SS (unanimously approved).

Update for Academic Senate Report:

AS&SS began the first meeting with an ice-breaker introduction, followed by an overview of the committee's charge, and responsibilities. AS&SS did not receive any referrals for the first meeting. Dr. Alicia Rodriguez graciously accepted to serve as Vice-Chair, with the unanimous support of the committee. An update from the Exploratory sub-committee for the Testing Center will be requested for the next AS&SS meeting. AS&SS has identified zoom as the modality for the meeting for the Fall 2022 semester.



Elaine



Alicia



Jeroen



Pratigya



Matt



Melanie



Monica



Steve

Academic Support and Student Services



Sandra



Denver



Markel



ASI Student



Mariela



Dwayne



AVP SA & SS

Best,
Elaine

Dr. Elaine Correa [she/her/hers]
Professor and Chair
California State University, Bakersfield
Department of Human Development, and Child, Adolescent, and Family Studies, (HD-CAFS)
Room #150
9001 Stockdale Highway
Bakersfield California
93311, U.S.A.

Phone: (661) 654-3066
Email: ecorrea1@csub.edu

** I respectfully and gratefully acknowledge CSUB is on cession land treaties 285, 286, and 311 of Tejon Tribe that includes the Chumash, Yokuts, and Hul Kuhk'u lands.*

I am grateful for the opportunity to work as a guest in communities and territories across the lands known today as the United States, and Canada. I honor the stewardship of the many Indigenous peoples who have resided on and cared for these Indigenous Lands since time immemorial. I make my acknowledgement, as a sign of respect for all Indigenous Peoples, and awareness of histories and practices of injustice. I accept the true impact of the past, and the pain suffered by generations of Indigenous Peoples. I express my commitment to support activities that are inclusive by remaining committed to building relationships based in honor and respect.

Budget and Planning Committee Report

Thursday, September 1st, 2022
10:00 –11:30 AM

SCI 3-100

1. Vice-chair election – Di Wu will be the new vice-chair of BPC
2. Representative to serve in Calendar Committee – Luis Hernandez
3. Referral 06 – Addendum to Academic Calendar – Approved change of Emergency Evacuation Day. Resolution submitted to Senate.
4. Referral 05 – Reclassification of AVP IRPA – Approved change to reclassification. Resolution submitted to Senate.
5. 2021-22 Referral 02 – Department Formation Criteria – Even though changes were approved in 2021-22. BPC revisited the proposed changes and decided to further refine the language. The issue will be revisited in the next meeting.
6. Referral 01 – Time Blocks and Space Utilization – Initial discussion on the data needed to be collected before proceeding.

Katherine Van Grinsven

From: Mandy Rees
Sent: Tuesday, September 6, 2022 11:12 AM
To: Katherine Van Grinsven
Subject: FAC Report for Agenda

Faculty Affairs Committee considered the current office hours policy. We reviewed and discussed the Collective Bargaining Agreement and the *University Handbook*. We concluded that since the handbook already allows exceptions with chair and dean approval, that no change was needed.

We also discussed the composition of administrative search committees and developed a resolution for Senate consideration.

Mandy Rees
Professor of Theatre
Theatre Program Coordinator
Music & Theatre Department
California State University, Bakersfield
(661) 654-2240 mrees@csub.edu

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

ADDENDUM TO ACADEMIC CALENDAR
RES 222302

BPC

RESOLVED: That the Campus-wide Emergency Evacuation Day in 2023 be changed from April 4th, 2023 to April 11th, 2023.

RATIONALE: The request was presented by Lieutenant Mari Gonzalez and University Campus Police. The original date falls on Spring Break 2023. The request is to move the date to the following week when campus is populated with students, staff, and faculty.

Distribution List:

President

AVP for Academic Affairs and Dean of Academic Programs

AVP Faculty Affairs

School Deans

Interim Library Dean

Interim Dean Antelope Valley

Department Chairs

General Faculty

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

Composition of Search and Screening Committees - Handbook Change

RES 222301

FAC

RESOLVED: That the Academic Senate recommend revisions to the *University Handbook* language regarding the composition of search committees for administrative positions (deletions in strikethrough, additions in **bold underline**) as specified below:

309.5 Composition of the Search and Screening Committees

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 the following positions: Provost and Vice President for Academic Affairs, Associate/Assistant Vice President for Faculty Affairs, 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 school and one at-large (drawn from the General Faculty including librarians, counselors, and coaches). For individual school ~~deans: Library or Antelope Valley Dean positions:~~ four full-time tenured faculty members drawn from and elected by the ~~affected constituency~~ **relevant school. For library and Antelope Valley dean positions: five full-time tenured faculty members, including one drawn from and elected by each school, and one faculty member drawn from and elected by the affected constituency (i.e., a librarian for the library dean position and a current Antelope Valley faculty member for the Antelope Valley dean position.)**
- 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 maintaining the majority faculty membership. The appointments shall be made to assure representation of the entire university.

309.6 Roles and Procedures of the Search and Screening Committees

n. If none of the candidates recommended by the committee accepts the position offer, the appointing officer and President shall meet with the committee to determine whether any acceptable candidates remain in the applicant pool. If **after consultation between** the committee, ~~in consultation with~~ the appointing officer and President, **it is determined that the search is unsuccessful** ~~there are no further acceptable candidates~~, the search process shall begin anew, **which means starting from the beginning and forming a new search committee.**

RATIONALE: The composition of the search committees for school, library and Antelope Valley deans needed to be clarified. For instance, the "affected constituency" for the library is the entire campus, and following the current policy no diversity of disciplines would be guaranteed. Antelope Valley draws faculty from across the four schools as well. This is corrected by calling for faculty from each school. By specifying that a librarian and current Antelope Valley faculty member serve on their respective dean searches guarantees representation from those constituencies.

When an administrative search yields no hire, the handbook specifies that the search process shall "begin anew," which means starting from the beginning and forming a new search committee. Revised language is suggested to broaden the reasons why a search is not completed. The text "no further acceptable candidates" implies that an acceptable candidate was found and it may be that no candidates were found, or there was disagreement about which candidates were acceptable. By replacing this with "it is determined that the search is unsuccessful," multiple circumstances for the lack of a hire are now included.