

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD

ACADEMIC SENATE

AGENDA

THURSDAY, MARCH 30, 2023

10:00 A.M. – 11:30 A.M.

LOCATION: DEZEMBER LEADERSHIP AND DEVELOPMENT CENTER, ROOM 409-411
AND ZOOM VIDEO CONFERENCE

<https://csub.zoom.us/j/86276576714?pwd=bVFjVzdDSG1HekJnZDQzck45Y0NxQT09&from=addon>

Meeting ID: 862 7657 6714

Passcode: 874596

- A. Call to Order
- B. Approval of Minutes
 - a. March 16, 2023
- C. Announcements and Information
 - a. President Zelezny's Report (**Time Certain: 10:10 AM**).
 - b. Elections and Appointments- M. Danforth
- D. Approval of Agenda (**Time Certain: 10:05 AM**).
- E. Reports
 - a. Provost's Report
 - b. ASCSU Report
 - c. Committee Reports: (*Minutes from AAC, AS&SS, BPC and FAC to be posted on the Academic Senate webpage; Senate Log attached*).
 - i. ASI Report- C. Vollmer
 - ii. Executive Committee- M. Danforth
 - iii. Academic Affairs Committee (AAC)- J. Tarjan (*handout*)
 - iv. Academic Support & Student Services Committee (AS&SS)- E. Correa (*handout*)
 - v. Budget and Planning Committee (BPC)- C. Lam (*handout*)
 - vi. Faculty Affairs Committee (FAC) – M. Rees
 - vii. Staff Report- S. Miller
- F. Resolutions (**Time Certain: 10:45 AM**)
 - a. Consent Agenda
 - RES 222324 Addendum to the Academic Calendar 2023-2024
 - b. New Business
 - RES 222322 Change Title from Small Business Management Concentration in the BSBS Program to "Entrepreneurship Concentration"
 - RES 222323 Reclassify Assistant VP to Associate VP IRPA and Associate VP GRaSP

RES 222325 Bylaws Change to Membership of Academic Support and Student Services Committee

c. Old Business

RES 222317 Periodic Evaluation/Performance Review Calendar-Handbook Change

RES 222318 Graduation Writing Assessment Requirement (GWAR) Committee Membership and Charge

RES 222319 Discontinuation of the Master of Science in Administration

RES 222320 Bylaws Change to the Composition of the Budget and Planning Committee

RES 222321 Faculty Hall of Fame – Handbook Change

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

H. Adjournment

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD

ACADEMIC SENATE

MINUTES

THURSDAY, MARCH 16, 2023

10:00 A.M. – 11:30 A.M.

*LOCATION: DEZEMBER LEADERSHIP AND DEVELOPMENT CENTER, ROOM 409-411
AND ZOOM VIDEO CONFERENCE **

Members: A. Hegde (Chair), M. Danforth (Vice Chair), M. Ayuso, E. Correa, V. Harper, H. He, C. Lam, A. Lauer, M. Martinez, J. Millar (Alt.), S. Miller (virtual), J. Rodriguez (virtual), A. Rodriguez, M. Rush, D. Solano, M. Rees, T. Salisbury (virtual), A. Sawyer (virtual), B. Street, J. Tarjan, M. Taylor (virtual), C. Vollmer (Alt.), D. Wu

Guests: E. Adams (virtual), A. Avila, J. Basilio (virtual), D. Boschini (virtual), E. Bowen (virtual) S. Camarena (virtual), M. Cohen (virtual), J. Cornelison, K. Flachmann (virtual) D. Fowler, A. Gomez-Navarro (virtual), K. Grappendorf (virtual), G. Guizar(virtual), D. Jackson, A. Jacobsen (virtual), S. Jafarzadeh (virtual), T. James (virtual), H. Li (virtual), J. Luna (virtual), A. Martinez (virtual), V. Mayorga (virtual) D. Mendez, B. Mendiola, Y. Morones(virtual), L. Morris, M. Novak (virtual), G. Ochoa-Vega (virtual), E. Poole-Callahan (virtual), M. Quarles (virtual) S. Roberts (virtual), J. Roper (virtual), P. Salie (virtual), A. Silva (virtual) M. Slaughter (virtual), F. Sanchez, L. Zelezny (virtual), K. Ziegler-Lopez

A. Call to Order

A. Hegde called the meeting to order. He read a statement acknowledging CSUB's stewardship of the land of the Tejon Tribe.

B. Approval of Minutes

E. Correa moved to approve the minutes of March 2, 2023. C. Lam seconded. Approved.

C. Announcements and Information

a. President Zelezny's Report

- CSU Chancellor search – It continues to require the President's involvement
- Advocacy Day in Sacramento with Legislators - Student body President and Academic Senator, Carson Vollmer, was the star of our meetings.
- CSUB Honorary Doctorates have been approved by the CSU: 1) Cesar Chavez, posthumously and 2) Irma Carson, first African American Bakersfield Police Officer and first African American to sit on the Bakersfield City Council

- Native American Graves Protection and Repatriation Act (NAGPRA) - CSUB had its role on the call with legislators. It's a big job and they were satisfied with how we're organized. All CSUs are part of this legislative audit. It's a legal requirement.
- WSCUC visit - Thank you to Debra Jackson and all who participated. It went very well. The exit meeting had the following commendations. It included significant progress on the Strategic Plan, reorganization of the institutional research division, improving our graduation rates, and support for our students, faculty and staff during the pandemic.
- Diversity Strategic Plan – Visioning the roles of Faculty and Professional Advisors and closing our equity gaps
- Budget Forum - Monday March 20th 11:00 a.m. Location Dezember Leadership Room and virtually
- BPA Dean Search – Four candidates selected and she's looking forward to feedback from the search committee
- Diversity Action Plan – National expert on DEI best practices, Amy Lambert PhD, will lead listening sessions next week. The action planning summit is March 29 at the Student Union.

b. Elections and Appointments- M. Danforth

At-Large elected

- Elaine Correa – Human Development, Child, Adolescent & Family Studies
- John Dean – Economics
- Alicia Rodriguez – History

Senators Staff Representative election ends today

Q: General Studies Review Committee – Planning a Call for Interest? (J. Tarjan)

A: Yes (M. Danforth)

D. Approval of Agenda

E. Correa moved to approve the agenda. M. Rush seconded. Approved.

E. Reports

a. Provost's Report

- Faculty Hall of Fame - Jan Gillespie and Mark Evans are prominent members of our community and they deserve much of appreciation for all their services
- WCSUC – D. Jackson was thanked for her leadership on an outstanding performance, and all of the individuals, faculty, staff
- CERC RFP - Looking for interdisciplinary teams to focus on energy in support of the new facility
- GRaSP – I. Sumaya sent a note about important investment made for the addition of grant writers and analysts, and a new summer program

Q: How many grant writers? (E. Correa) A: Two grant writers, one analyst. (V. Harper)

- b. Academic Senate CSU (ASCSU) Report (M. Martinez, J. Millar)
M. Martinez and J. Millar are attending the ASCSU meeting.
- c. Committee Reports: (*Minutes from AAC, AS&SS, BPC and FAC to be posted on the Academic Senate webpage; Senate Log attached*).
- i. ASI Report - C. Vollmer –
 - Advocacy Day in Sacramento just concluded. C. Vollmer took part in the California Higher Education Student Summit. It was an opportunity to represent the Antelope Valley Campus and our main campus and to help promote some of the bills on behalf of the California State Student Association (CSSA). He will be traveling to do more advocacy at the federal level.
 - Elections in process – Please encourage students who may be interested to apply. ASI has new position, Director of Special Populations.
 - Antelope Valley Campus – Visited this week. Happy to see many renovations.
 - ii. Executive Committee - M. Danforth
Extra meeting took place to get ten (10) referrals to sub-committee since last Senate meeting.
Thank you to the Sub-Committee Chairs, ASCSU rep, and the Provost for their willingness to meet weekly. CSUB is probably the most active Senate in system (A. Hegde) The best idea the Senate had was to include the Provost in the Executive Committee and thank you to A. Hegde and M. Danforth for their leadership. (J. Tarjan)
 - iii. Academic Affairs Committee (AAC) - The committee is working on the definitions of concentration and emphasis. They're leaning toward recommending that it be based on the number of units rather than a percentage of units are required in the core of the major. (J. Tarjan) Coming from a department with many majors with a large core, M. Danforth recommends percentage, it makes it more equitable for those who have a large core. Example: BS degree can range anywhere from 35 to 90 units. (M. Danforth) Discussion to continue.
 - iv. Academic Support & Student Services Committee (AS&SS) - The most recent Standing Committee meeting was chaired by Vice-Chair A. Rodriguez while Chair, E. Correa was at a conference. E. Correa reported that the committee discussed the Interim Director of Advising resolution. Thank you to M. Taylor who created a working draft of the Handbook Appendix K for the referral on ATI. The committee is working on complete revisions with the help from A. Slabey and M. Danforth. An update on the Testing Center was provided. There was discussion on making the student representative a voting member. Thank to A. Rodriguez for chairing the committee.

- v. Budget and Planning Committee (BPC) - The committee discussed Referral #24 which considers a change in student membership on AS&SS. Referral #29 amends BPC membership to CFO or designee. The BPC reviewed the slides to be presented at the Budget Forum, March 20. (C. Lam)
- vi. Faculty Affairs Committee (FAC) – The committee discussed the two resolutions to be presented later. (M. Rees)
- vii. Staff Report- Nothing to report. (S. Miller)

F. Resolutions

- a. Consent Agenda - N/A
- b. New Business

RES 222318 Graduation Writing Assessment Requirement (GWAR) Committee Membership and Charge – J. Tarjan introduced on behalf of the AAC. GWAR has been operating for decades on campus. When CSUB established the AIMS GE program under semesters, CSUB delegated authority over graduation requirements to GECCo. However, the role of the Graduation Writing Assessment Requirement Committee (GWAR) didn't function as it had in the past. There was debate that some responsibility be delegated to a specific group, and, if we should carve out a role for the GWAR committee, then what would be the relationship with GECCo. The resolution would delegate the oversight of the GWAR courses, the course requirements and recommendation responsibility over substitutions would be given to the GWAR committee. The GWAR committee would be composed of people teaching composition related courses and have some people who have training in composition. (J. Tarjan) The GE Faculty Director is not supportive of the proposal. Any feedback? (D. Solano) From the Faculty Director's perspective, it makes sense to have everything in one committee. There is some question whether GWAR would have an advisory role to GECCo. The question is would it benefit to delegate GWAR to a committee with an emphasis in composition, which currently GECCo is not guaranteed to have. (J. Tarjan) Is someone from GWAR sitting in the GECCo meetings? (M. Rees) Yes. This resolution has GWAR as a subcommittee to GECCo. (M. Rush) GWAR is a graduation requirement separate from other courses that are being developed on campus. This is a mandate from the CO. (K. Flachmann) We're not recommending a change to the structure of GECCo. However, the GE Faculty Director currently serves on the AAC. We could recommend that the GE Faculty Director be an ex officio member of the GWAR committee. (J. Tarjan)

RES 222319 Discontinuation of the Master of Science in Administration – J. Tarjan presented on behalf of AAC. We have a strong commitment to student success. Any enrolled student who is in the program can be allowed to finish the program. If there's no longer sufficient demand to justify the

offering of a program, there is an obligation to deploy resources elsewhere. The MS in Administration is a fully asynchronistic program. The desire is to accept the small number of students who have already applied for summer. If resolution is approved, notification would be sent to applicants applying in the fall that the program is being discontinued. Low demand is likely a reflection that this degree doesn't meet critical workplace needs. There is a teach-out plan. People seem to be seeking the units and not the degree. It's a self-supported program, offered by Extended Education and Global Outreach (EEGO). (J. Tarjan) What happens to students currently in the program? (C. Vollmer) Current student in the program will be given the opportunity to finish. There is a graduation teach-out plan in the attachment. (J. Tarjan) Consultation was taken with faculty and the Faculty Coordinator, and the budget. We are looking to use resources to develop for latest workplace needs. The market is different than it used to be. (M. Novak) What is the difference between discontinuation and hiatus? (E. Correa) "Moratorium" is used for the purpose of hoping that the program will recover, and "discontinuation" is ending the program. (D. Jackson) Where does the budget for the degree program go; What are the plans? (C. Vollmer) The program is losing money and doesn't receive any Statewide funds. (J. Tarjan) There is Master of Science in Computer Science and a couple others we're waiting to launch. (M. Novak)

RES 222320 Bylaws Change to the Composition of the Budget and Planning Committee – Presented by C. Lam. The CFO is an Ex-officio member.

Assistant VP & Chief Budget Officer, N. Hayes has been attending as his designee. The resolution changes the membership to CFO or designee.

RES 222321 Faculty Hall of Fame – Handbook Change – M. Rees presented on behalf of the FAC. The Library has been handling the Faculty Hall Of Fame (HOF) awards and wanted to move to Faculty Honors and Award Committee (FHAC). FAC discussed the difference between Emeritus and Faculty HOF.

The Library's argument is that the Faculty Hall of Fame is archived in the Library and becomes part of history. The FAC suggests putting the Faculty HOF next to Emeritus in Handbook so one can see what's similar and what's different. The changes to Emeritus are that it states a career honor, having a CV submitted, and self-nomination is disallowed. For the HOF eligibility, FAC took information from the Library and made it consistent. The Hall of Fame honors those faculty who have made a significant contribution that has positively transformed or impacted the University or their discipline. The length of service at CSUB is not a factor. The review and recommendation process goes through the FHAC rather than the Library. (M. Rees) Regarding Emeritus, what does "career" mean and how long is it? (D. Solano) It was discussed. FAC felt they were not in a position to answer that question. (M. Rees) The resolution gives more clarity on how to treat individuals who have made a significant contribution. (J. Tarjan)

c. Old Business

RES 222316 Interim Director of Academic Advising Recommendations – C.

Lam spoke on behalf of the AS&SS and BPC committees. Thank you to Senators and visitors who provided valuable comments. As a result, more verbiage is included about the need for the position, the Provost rationale is included, and there is added language that the Provost is committed to provide funding to fill vacancies created by the appointment to the Interim Director of Advising. (C. Lam) In support, in particular resource allocation. The concern is how is the decision process made whether it goes on further? What is the campus involvement in the decision on the permanent position? (B. Street) The Provost would go to the Senate. (V. Harper) As the Provost has done in the past, he'd have to go to the Senate to make it permanent. (A. Hegde) Faculty want to get involved in advising and this looks specifically for staff. There hasn't been a place for faculty advisors. The Advising report should be more widely distributed. (D. Solano) Faculty are not involved in this. It's about the students. Don't want to hold up resolution, but we have to get back to the faculty involvement. (T. Salisbury) Need more cohesive involvement of faculty advisors. Perhaps this position can bring synergy to the advising process. (M. Danforth) Speaking in favor, there are a lot of issues to be addressed and there's appreciation to the accomplishments that this one year makes. Faculty can have a role in the permanent position. (M. Rush) Students are in support of having a Director of Advising. This change is a step forward to see what they can do to for the students. (C. Vollmer) Speaking in favor, during discussions in AS&SS, we recognized that there are issues that need to be addressed. It might not be perfect. In this document, the Interim Director would be responsible for consultation with faculty, ASI, Deans and staff. (A. Rodriguez) A. Lauer is not in support. NSME hired 5-7 staff advisors. Simply adding staff advisors doesn't solve the problem. Faculty don't have enough time for advising. There are 400 students per staff advisors. There are 170 students per faculty advisor plus teaching, service, research. (A. Lauer) Identify where the bottleneck occurs and other places to improve. It's more than about hiring. (A. Rodriguez) Let's try something new. (T. Salisbury) J. Rodriguez is in favor of the resolution, as a result of listening to people in his role as dean. It's not perfect. It will allow for all constituents to get involved going forward for our students. (J. Rodriguez) M. Rush is in support. It's a cry for help from the students. (M. Rush) T. Salisbury requested for a faculty member to be included. (T. Salisbury) D. Solano moved to amend to have two interim co-directors of academic advising positions, one from faculty and one from staff. (D. Solano) Seconded by T. Salisbury. Discussion ensued. A vote for the amendment failed. Back to the resolution. (A. Hegde) Per WSCUC, each school should go through internal review of advising. So far only SSE has done it. To ask the Interim Director for a report by November 2023 is setting up for failure. Advising centers

report to Deans. (K. Ziegler) Discussion on November deadline ensued. What is the rationale of November report? (M. Rush) So a resolution can get to the Senate by 2024. (V. Harper) No motion to change deadline. Back to resolution. (A. Hegde) Speaking in support of the resolution, to find the interim Director will be a lengthy process. There is interest in extending the interim position beyond one year and to have a date for implementation of the position. (J. Roper) We share the same goals. To install restrictions, we may not fill the position as desired. (J. Tarjan) The Senate is a reasonably body. If there is a request for term extension, the Provost will entertain it. (V. Harper) Speaking in favor, this resolution is an opportunity for professional advisors to improve the consistency, effectiveness, and overall collaborative advising efforts with faculty for the students' success. (Y. Morones) A. Hegde called for a vote. The resolution passed with a majority vote.

Comment: Speaking in support of democracy and process, this is a wonderful process in terms of all the opinions that were expressed for and against. It is a sign of our strength, of our shared governance, which the Provost spoke of to WSCUC. Thank you for your participation and we look for your participation in the future. (V. Harper) The Academic Senate Chair thanked everyone in attendance. The meeting discussion has been noted. There will be further discussion upon hearing back from the Interim Director about the state of advising. (A. Hegde)

RES 223317 Periodic Evaluation/Performance Review Calendar-Handbook Change – (Tabled for next meeting.)

G. Open Forum

Topic: Hong Kong Human Rights Activist on Campus - Thank you to the CSUB Center for Social Justice for bringing the film, *The Hong Konger*, to campus April 12. It's about a newspaper owner, Jimmy Lai. He is jailed, awaiting trial for violating National Security law in Hong Kong. A very prominent Human Rights activist, Sammy Chu, is invited to speak afterwards. He is the founder and President of The Campaign for Hong Kong, based in Washington, D.C. If one wishes to schedule time to speak to him or bring him to your class, contact C. Lam or M. Martinez. (C. Lam)

Topic: The Pandemic Research Group – It is currently accepting proposals for a brief talk or poster for the Symposium on April 19, 9:00 am - noon. Go to <https://www.csub.edu/prg>

Topic: Sustainability Symposium – Various events to be held April 12 – April 14. There are speakers, posters, an art exhibition, and is a low-carbon footprint day. Please visit the website <https://www.csub.edu/sustainability>

Topic: Gender Matters Conference – April 28, 9 a.m. – Noon. Please encourage students to submit papers. It will be a safe and welcoming space and help them develop their speaking skills. (A. Rodriguez)

H. Adjournment

A. Hegde adjourned the meeting at 11:30.

DRAFT

ACADEMIC SENATE LOG – MARCH 30, 2023

Academic Affairs Committee (AAC): John Tarjan/Chair, meets 10:00 AM in BDC 134 and/or via 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
08/24/2021	2021-2022 #02 Department Formation Criteria Revision	Complete	AAC, BPC, and 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. RES 222308 - Department Formation Criteria.	11/03/2022	11/14/2022	11/15/2022
04/26/2022	2021-2022 #45 Academic Programs Assessment Quality Feedback	Complete	AAC Whether committee be formed, or whether to include task in School Curriculum Committee duties. RES 222304 – Reconstitution of the Campus Assessment Team	10/20/2022	10/31/2022	11/2/2022
06/01/2022	2022-2023 #02 Academic Integrity Campaign- Ombudsperson and Committee on Professional Responsibility	ON HOLD	AAC, BPC, and 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.	ON HOLD		
08/29/2022	Removal of courses from catalog: GST 1030, GST 1040, GST 1160, and GST 2400	Complete	AAC, acting as university curriculum committee Reviews the rationale for remove and then sends memo to Senate. Completed 9/15/2022.	n/a	n/a	n/a
09/09/2022	Removal of courses from catalog: GST 1050, 1400, 1410 and to update the degree requirement for BA in Interdisciplinary Studies w/ concentration in WGSS	Complete	AAC, acting as university curriculum committee Reviews the rationale for removal and update and then sends memo to Senate. MEMO received 9/12/2022. No further action needed.	n/a	n/a	n/a
09/28/2022	2022- 2023 #08 GVAR Exam and/or Course Requirement	Complete	AAC Generate a statement in response to memo from Chancellor’s Office re GVAR Exam and/or course requirement. RES 222305 – GVAR Concerns	10/20/2022	10/31/2022	-

ACADEMIC SENATE LOG – MARCH 30, 2023

Academic Affairs Committee (AAC) continued...						
Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
11/02/2022	2022-2023 #11 GVAR Committee Structure	Second Reading 3/30/23	AAC Address the question of the GVAR committee structure; consider who to report to, role in approving GVAR courses and committee composition. RES 222318 GVAR Committee Membership & Charge			
11/02/2022	2022-2023 #12 A2 and A3 Skills Reinforcement in AI History and AI Government	Complete	AAC Design of the AIMS GE program; consider removing A2 pre-requisites for AIH and A3 pre-requisites for AIG. MEMO received. No further action needed 1/26/2023.	-	-	-
11/09/2022	2022-2023 #13 Proposal to add minor in Environmental Sustainability	IP; Sent to AAC	AAC Review the proposal to add a minor in Environmental Sustainability to the Environmental Resource Management (ERM) Program. <i>IP; in contact with department chair.</i>			
11/09/2022	2022-2023 #14 Proposal to add a minor in Public Health	Complete	AAC Review the proposal to add a minor in Public Health. RES 222313- Approval of Minor in Public Health	12/1/2022	12/12/2022	12/13/2022
11/09/2022	2022-2023 #14 Proposal to add a minor in Public Health	Complete	AAC Review the proposal to add a minor in Public Health. RES 222313- Approval of Minor in Public Health	12/1/2022	12/12/2022	12/13/2022
11/09/2022	2022-2023 #15 New FYS Course for Business Majors	Complete	AAC Review the proposal for a new FYS course BPA 1028 for Business majors. MEMO received. No further action needed 1/26/2023.	-	-	-

ACADEMIC SENATE LOG – MARCH 30, 2023

Academic Affairs Committee (AAC) continued...						
Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
11/22/2022	Proposal for New GST 2230 Course	Complete	AAC Consider the addition of GST 2230 Course to the CSUB course catalog. MEMO received. No further action needed. 01/30/2023	-	-	-
01/19/2023	2022-2023 #18 Academic Probation Proposed Terminology Change	Complete	AAC and AS&SS Consider the proposed terminology change from “Academic Probation” to “Academic Notice”	2/16/2023	2/24/23	2/24/23
2/21/2023	2022-2023 #21 Concentration vs. Emphasis to Describe Size of Program		AAC Use of the terms “Concentration” and “Emphasis” and whether CSUB is using appropriate term(s) in reporting			
3/3/2023	2022-2023 #24 Academic Support & Student Services Membership – Bylaws Change	First Reading 3/30/2023	AAC, AS&SS, BPC, FAC Whether there is any reason(s) not to change the student membership to voting member. RES 222325 Bylaws Change to Membership of AS&SS Committee			
3/7/2023	2022-2023 #27 Standing Committee Bylaws Change Section IV		AAC, AS&SS, BPC, FAC Whether statements of interest in Chair required, two-year experience required, term limits, and qualifications.			
3/7/2023	2022-2023 #28 MS Administration Discontinuance	Second Reading 3/30/23	AAC Whether there is any impact to students, university or community. RES 222319 Discontinuation of the MS in Administration			
3/14/2023	2022-2023 #36 Graduate Studies Committee		AAC Whether the proposed language change to the Graduate Studies Committee Bylaws benefit students and the university at-large.			

ACADEMIC SENATE LOG – MARCH 30, 2023

			AAC continued next page			
Academic Affairs Committee (AAC) continued...						
Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
3/21/2023	2022-2023 #39 Small Business Concentration Name Change – Entrepreneurship Concentration	First Reading 3/30/23	AAC Consider rationale and impact on students in the program. RES 222322 Change in Title from Small Business Management Concentration in the BSBA Program to Entrepreneurship Concentration			

ACADEMIC SENATE LOG – MARCH 30, 2023

Academic Support and Student Services (AS&SS): Elaine Correa/Chair, meets 10:00 AM in EDUC 123 and/or via 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
10/19/2021	2021-2022 #28 Academic Testing Center Exploratory Sub-Committee	IP; 21-22 Carryover	AS&SS Reference RES 202123. Form sub-committee & include AVP EM, Director Testing Center, ASI & provide path <i>IP; Committee members conducting more research.</i>			
09/08/2022	2022-2023 #07 Advising Task Force Recommendations	Canceled	AS&SS and BPC Address and consider taskforce report recommendations; consider current advising structure and whether to accept all recommendations, a few of them, or if other recommendations are needed. <i>Canceled- New referral 2022-2023 #21 Drafted.</i>	-	-	-
10/17/2022	2022-2023 #10 Knowmia Replacement Project	Complete	AS&SS Address and consider replacement options for Knowmia Techsmith video media management service; consider FTLC/ITS report and evaluation and expected timeline of implementation. RES 2223010- Knowmia Replacement Project	12/1/2022	12/12/2022	12/13/2022
01/19/2023	2022-2023 #18 Academic Probation Proposed Terminology Change	Complete	AAC and AS&SS Consider the proposed terminology change from “Academic Probation” to “Academic Notice” RES 222315	2/16/2023	2/24/23	2/24/23
1/25/2023	2022-2023 #21 Advising Task Force Recommendations- Director of Advising		AS&SS and BPC Address the need, role and duties of a Director of Advising position. RES 222316 Interim Director of Academic Advising Recommendations	3/16/2023	3/24/2023	3/24/2023
			AS&SS Continued next page			

ACADEMIC SENATE LOG – MARCH 30, 2023

Academic Support and Student Services (AS&SS) continued						
Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
3/7/2023	2022-2023 #27 Standing Committee Bylaws Change Section IV		AAC, AS&SS, BPC, FAC Whether statements of interest in Chair required, two-year experience required, term limits, and qualifications.			
3/14/2023	2022-2023 #34 Advisor and Student Initiated Course Add/Drops in Adobe Sign		AS&SS Whether there is a need for guidance or policy when student initiates form, when there is compound input from faculty, etc.			
3/14/2023	2022-2023 #35 Skipping Course Waitlist		AS&SS Whether it's possible to skip queue, roll students off waitlist, policy change, etc.			
3/14/2023	2022-2023 #37 Academic Integrity Pledge		AS&SS Creating an Academic Integrity Pledge to be included in matriculation, place in student file, etc.			
3/14/2023	2022-2023 #38 Disability Accommodations Statement in Syllabus		AS&SS Whether the current statement for all faculty use contains the correct info, and include links			
3/21/2023	2022-2023 #41 Statement on Open Educational Resources OER		AS&SS Support and obligation to reduce costs for students, ways to incorporate OER, Bookstore terminology change			

ACADEMIC SENATE LOG – MARCH 30, 2023

Budget and Planning Committee (BPC): Charles Lam/ Chair; meets 10:00 AM in SCI III-100 Conference room and/or via video conference.

Dates: 9/1, 9/15, 10/13, 10/27, 11/10, 11/17, 01/26, 02/09, 02/23, 03/09, 03/23, 04/13, and 04/27

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
08/24/2021	2021-2022 #02 Department Formation Criteria Revision	Complete	AAC, BPC, and 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. RES 222308- Department Formation Criteria.	11/03/2022	11/14/2022	11/15/2022
06/01/2022	2022-2023 #01 Time Blocks and Space Utilization	IP; Sent to BPC	BPC The need to reconsider Time Blocks for classes. <i>IP; still in discussion.</i>			
06/01/2022	2022-2023 #02 Academic Integrity Campaign- Ombudsperson and Committee on Professional Responsibility	ON HOLD	AAC, BPC, and 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.	ON HOLD		
08/23/2022 3/21/23	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. Resent 3/21/23 with updated job description – proposed Handbook change Section 104			
08/26/2022	2022-2023 #06 Addendum to Academic Calendar 22-23	Complete	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	9/8/2022	9/20/2022	9/30/2022
3/3/2023	2022-2023 #24 AS&SS Membership – Bylaws Change	First Reading 3/30/2023	AAC, AS&SS, BPC, FAC Whether there is any reason(s) not to change the student membership to voting member. RES 222325 Bylaws Change to Membership of AS&SS Committee			

ACADEMIC SENATE LOG – MARCH 30, 2023

Budget and Planning Committee (BPC) continued...

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
9/28/2022	2022-2023 #09 Addendum to the Academic Calendar 22-23	IP	BPC Addendum to add federal holiday Juneteenth as a campus holiday <i>IP; New information received, pending resolution</i>			
11/09/2022	2022-2023 #17 Academic Calendar 2023-2024	Complete	BPC Address the Academic Calendar 2023-2024 as presented by the Calendar Committee. RES 222314- Adoption of Academic Calendar 2023-2024	12/1/2022	12/12/2022	12/13/2022
1/19/2023	2022-2023 #20 RTP Review Calendar Timeline	Second Reading 3/30/2023	BPC and FAC Consider changes proposed to RTP review calendar timeline. RES 222317 Periodic Evaluation/Performance Review Calendar – Handbook Change			
1/25/2023	2022-2023 #21 Advising Task Force Recommendations- Director of Advising		AS&SS and BPC Address the need, role and duties of a Director of Advising position. RES 222316 Interim Director of Academic Advising Recommendations	3/16/2023		
3/3/2023	2022-2023 #24 Academic Support & Student Services Membership – Bylaws Change	First Reading 3/30/2023	AAC, AS&SS, BPC, FAC Whether there is any reason(s) not to change the student membership to voting member. RES 222325 Bylaws Change to Membership of AS&SS Committee			
3/7/2023	2022-2023 #27 Standing Committee Bylaws Change Section IV		AAC, AS&SS, BPC, FAC Whether statements of interest in Chair required, two-year experience required, term limits, and qualifications.			
3/7/2023	2022-2023 #29 BPC Membership – Bylaws Change	Second Reading 3/30/23	BPC Whether to edit membership, CFO <u>or designee</u> RES 222320 Bylaws Change to the Composition of BPC			

Budget and Planning Committee (BPC) continued...

ACADEMIC SENATE LOG – MARCH 30, 2023

Budget and Planning Committee (BPC) continued...

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
3/7/2023	2022-2023 # 30 Election Attempt Limit – Revert to Appointment-Handbook Change		BPC Whether to revert elected positions open to eligible faculty after four attempts			
3/7/2023	2022-2023 #31 Academic Administrators Search & Screening -Handbook Change		BPC Whether to add use of search firms, add language regarding exceptions, and add an option for university to retreat.			
3/21/23	2022-2023 #40 Search Committee Composition AVP GRaSP 309.5, 310		BPC Clarify Handbook sections 309.5 and 310 regarding composition of Search Committee. Memo from BPC stating use of Section 309.5 applies.			

ACADEMIC SENATE LOG – MARCH 30, 2023

Faculty Affairs Committee (FAC): Mandy Rees/Chair, meets 10:00 AM in HOB 100 and/or via 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
08/24/2021	2021-2022 #02 Department Formation Criteria Revision	Complete	AAC, BPC, and 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. RES 222308- Department Formation Criteria.	11/03/2022	11/14/2022	11/15/2022
-	2019-2020 #08 Honorary Doctorate – Handbook Change	Carryover from 3 AYs;	FAC refer to RES 121329 Procedures for Honorary Doctorate Nominations and Selection REVISED			
08/31/2021	2021-2022 #20 Accessibility of Instructional Materials	IP; 21-22 Carryover;	FAC Identify owner and maintainer of textbook master list, specify policies for adopting a textbook. <i>IP; discussions started.</i>			
09/21/2021	2021-2022 23 Faculty Hall of Fame Selection Process Change	Second Reading 3/30/23	FAC Whether selection process should move to FHAC; whether time conflict with Faculty Awards, data transfer RES 222321 Faculty Hall of Fame Selection Process – Handbook Change			
10/19/2021	2021-2022 #27 Composition of Search and Screening Committees – Handbook Change	Complete	FAC Handbook 309.5: clarify candidate eligibility, add “General Faculty”, reconstitute committee > 18 months. RES 222301- Composition of Search and Screening Committees.	9/22/2022	10/6/2022	10/6/2022
03/01/2022	2021-2022 #39 The Personnel Action File (PAF) and the Working Personnel Action File (WPAF) – Handbook Change	Complete	FAC Whether the PAF or WPAF is the official file...flow chart of levels of involvement. RES 222309- Personnel Action File (PAF) and the Working Personnel Action File (WPAF)	12/1/2022	12/12/2022	12/13/2022

ACADEMIC SENATE LOG – MARCH 30, 2023

Faculty Affairs Committee (FAC) Continued...

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
03/01/2022	2021-2022 #40 Digitizing the Performance Review Process	21-22 Carryover;	FAC Access, process, CFA & HR perspective, training of chairs & deans.			
03/01/2022	2021-2022 #41 Sixth-year Lecturer Review – Handbook Change	IP; 21-22 Carryover;	FAC Purpose and outcome(s) of the Sixth-year Lecturer Review, etc. <i>IP; discussion started. Semi-hold in lieu of more pressing discussions.</i>			
06/01/2022	2022-2023 #02 Academic Integrity Campaign- Ombudsperson and Committee on Professional Responsibility	ON HOLD	AAC, BPC, FAC Whether one person serving as Faculty Ombudsperson is enough; funding to support position; ways the committee Professional Responsibility works with the Faculty Ombudsperson.			
08/29/2022	2022-2023 #03 Holding Exams on the Last Day of Class	Sent to FAC	FAC Identifying the time of the final exam data collection challenges, possible solution, whether there are adequate resources, potential consequences.			
08/29/2022	2022-2023 #04 Scheduling Office Hours Policy	Complete	FAC Whether changes need to be made to the existing office hours policy MEMO- No change to existing policy; Report in materials for 9/8/2022 AS meeting.	n/a	n/a	n/a
11/16/2022	2022-2023 #16 GST Instructor Classroom Observations	IP; Sent to FAC	FAC Whether deferment of classroom observations GST and FYS instructors who do not have home departments should be considered. <i>IP;</i>			

ACADEMIC SENATE LOG – MARCH 30, 2023

Faculty Affairs Committee (FAC) Continued...

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
1/19/2023	2022-2023 #20 RTP Review Calendar Timeline	Second Reading 3/30/23	BPC and FAC Consider changes proposed to RTP review calendar timeline. RES 222317 Periodic Evaluation/Performance Review Calendar – Handbook Change			
2/21/2023	2022-2023 #22 GECCo Review and Appointment		FAC Whether GECCo draws the review of Faculty Director etc. and whether the position is open for another three-year appointment			
3/1/2023	2022-2023 #23 Effect of Sabbatical on Assigned Time and Release Time		FAC Where a person serving on a committee should step down. What is effect on assigned time & release time.			
3/3/2023	2022-2023 #24 Academic Support & Student Services Membership – Bylaws Change	First Reading 3/30/2023	AAC, AS&SS, BPC, FAC Whether there is any reason(s) not to change the student membership to voting member. RES 222325 Bylaws Change to Membership of AS&SS Committee			
3/7/2023	2022-2023 #25 RTP 2 nd Year Review Materials		FAC Whether the URC and other higher levels should consider entire 1 st year review.			
3/7/2023	2022-2023 #26 Letters in the RTP		FAC Whether guidance of checklist needed for reliable review of RTP &/or rebuttal & acknowledgement at the next level(s)			
3/7/2023	2022-2023 #27 Standing Committee Bylaws Change Section IV		AAC, AS&SS, BPC, FAC Whether statements of interest in Chair required, two-year experience required, term limits, and qualifications.			

Faculty Affairs Committee (FAC) Continued...

Faculty Affairs Committee (FAC) Continued...						
Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
3/7/2022	2022-2023 #32 Three-Year Lecturers and PTR Committee – Handbook Change		FAC Language regarding 3 rd -Yr Lecturers and post-tenure faculty, PTR Committee Structure, and outside department procedures.			
3/7/2023	2022-2023 #33 Sabbatical Eligibility Language – Handbook Change		FAC Whether the Handbook 307.1 language should be changed to match the language of the Collective Bargaining Agreement (CBA) Article 27.2			

AAC Report
March 23, 2023 Meeting

1. School Elevation Committee Recommendations—AAC sent the Executive Committee a memo with the following points.
 - a. AAC supports the elevation of existing schools to be colleges.
 - b. We strongly suggest the development of criteria for the formation of new schools and colleges be part of the charge to the group that is charged with policies and procedures for implementing new units.
 - c. We sent several suggestions regarding the rationales for the suggested changes contained in the committee report.
2. Concentrations and Emphases (Subprograms)
 - a. The CO has policies regarding the ratio of coursework in the major core relative to subprograms.
 - b. The existing policies regarding concentrations and emphases have not been applied uniformly across the campus (a prior Senate resolution exempted some programs from the policy).
 - c. Some consideration has been given to deeming subprograms with 12 or more units of required coursework as concentrations and those with fewer than 12 units as concentrations, as long as CO policies are followed.
 - d. Dr. Jackson prepared a comprehensive listing of existing CSUB subprograms and the impact of the potential policy outlined above and the uniform enforcement of current CSUB policy on those subprograms.
 - e. We hope to send a resolution to the Senate on subprograms after our next meeting.
3. Granting Voting Rights to the Student Member of AS&SS
 - a. AAC strongly supports the proposal.
4. Bylaw Language Relating to Standing Committee Chairs
 - a. Discussed and carried over to our next meeting.
5. Graduate Studies Committee
 - a. AAC considered renaming the existing Council of Graduate Program Directors to the above and establishing formal membership and a formal charge to the new Graduate Studies Committee (already listed in the Handbook but not implemented).
 - b. We will consider a resolution to implement these ideas at our next meeting.

6. Renaming of the Small Business Management Concentration in the BSBA Program
 - a. We perfected a resolution via email and will send it on to the Executive Committee.
7. Minor in Environmental Sustainability
 - a. This will be carried over to our next meeting.

Report to Academic Senate for AS&SS

March 23, 2023

AS&SS committee members discussed Referral #24 – Academic Support and Student Services Membership By-law change, and unanimously supported the change for the student member from *ex-officio, non-voting* to a *voting member*. The committee also provided recommendations to Referral #27 – Standing Committee By-law Change, indicating preference for a brief statement of interest to be provided by each candidate indicating how the candidate would facilitate discussion of ideas and encourage diversity of thoughts. Furthermore AS&SS expressed preference for candidates to have at least 2 years of experience to be eligible to serve as Standing Committee Chair but would consider candidates with at least 1 year of service as a Senator or ex-officio member. AS&SS supported the existing term limits for the Standing Committee Chair. The committee also spent considerable time discussing Referral #34 – Advisor and Student Initiated Course Drops in Adobe Sign and agreed that training and guidance is critical, since changes to the existing form would be difficult to create to satisfy the multitude of requests that each School and or Departments are requesting. Jennifer McCune (Registrar) did confirm that the “Deny” button could be magnified to address this specific request that was part of the referral. There were different perspectives and responses to the request to add an action step that students “Must contact faculty member” if they initiate an add or drop request through adobe sign. Given the complexity of this issue, the committee focused on greater training to reduce misunderstanding or errors with the use of Adobe Sign for Advisor and Student initiated Course Adds/Drops.

Budget and Planning Committee Committee Report

Thursday, March 23rd, 2023
10:00 –11:00 AM

Zoom Only

1. Referral 01 – Time Blocks and Space Utilization – BPC invited Dr. Mary Oling-Sisay, Vice Provost of Academic Affairs of CSU San Marcos, and Sally Serrin Melena, Lead Academic Scheduler at CSU San Marcos, to share their experiences in their puzzling scheme. The scheme provides departments and schools with bigger flexibility in class scheduling, while maintaining high classroom utilization rates. After the discussion, the committee decided to propose a similar scheme. The scheme will be presented to DCLC, and then further general faculty consultation. It is not expected to be completed this academic year.
2. Referral 05 – Reclassification of AVP IRPA and AVP GRaSP – The committee voted to elevate the ranks of Assistant VP of IRPA and of GRaSP to Associate VPs respectively.
3. Referral 40 – Search Committee Composition AVP GRaSP – The committee determined that the search committee composition should follow Academic Handbook Section 309.5.
4. Adding textbook order date into calendar – In Academic Senate Consent Agenda.

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

ADDENDUM TO ACADEMIC CALENDAR 2023-2024

RES 222324

BPC

RESOLVED: That the last day for faculty to submit book and course material orders to the bookstore for each semester shall be added to the Academic Calendar.

RATIONALE: The included item is added as a reminder that book orders must be in place before registration for the next semester begins.

Attachment:
Revised Academic Calendar 2023-2024

Distribution List:

California State University, Bakersfield

Academic Calendar

2023/2024

Fall Semester, 2023

March 20	Academic Advising for Continuing Students Begins (for Summer 2023 & Fall 2023)
April 10	Registration for Continuing Students Begins (for Summer 2023 & Fall 2023)
May 01	Orientation for New Undergraduate Students Begins
May 01	Deadline to Apply for Fall 2023 Graduation
May 22	Last Day to Register to Vote for Primary Election
June 05	Academic Advising for New Transfer Students Begins (for Fall 2023)
June 05	Registration for New Transfer Students Begins (for Fall 2023)
June 05	Registration for Postbaccalaureate Students (separate)
June 06	CA Statewide Primary Election
June 26	Academic Advising for First-Time First-Year Students Begins (for Fall 2023)
June 26	Registration for First-Time First-Year Students Begins (for Fall 2023)
August 21	ALL FACULTY DUE ON CAMPUS
August 28	First Day of Classes
September 4	Holiday – Labor Day – Campus Closed
September 7	Last Day to Add Classes
September 7	Last Day to Change between Audit and Letter Grading
September 25	Census Day
September 25	Last Day to Change between Credit/No-credit and Letter Grading
September 25	Last Day to Withdraw from Classes without a "W" being recorded
October 02	Academic Advising for Continuing Students Begins (for Spring 2024)
October 11	Campus-wide Emergency Evacuation Day
October 20	Last Day for Faculty to Order Course Materials Through Campus Bookstore for Spring 2024
October 23	Registration for Continuing Students Begins (for Spring 2024)
October 24	Last Day to Register to Vote for the General Election
November 01	Deadline to Apply for Spring 2024 Graduation
November 01	Deadline to apply for Summer 2024 Graduation
November 08	CA Statewide General Election
November 10	HOLIDAY - Veterans Day Observed - Campus Closed
November 13	Academic Advising for New Students Begins (for Spring 2024)
November 13	Registration for New Students Begins (for Spring 2024)
November 13–17	SOCI Week
November 17	Last Day to Withdraw from Classes for a Serious and Compelling Reason
November 22	No classes - Campus Open
November 23 - 24	HOLIDAY - Thanksgiving - Campus Closed
December 11	Last Day to Submit Completed Thesis / Dissertation
December 11	Last Day of Classes
December 12-18	Examination Period
December 15 -16	Commencement
December 19	Evaluation Day
December 20	Grades Due

Winter Break: December 21, 2023 - January 18, 2024

*In addition to our Fall Semester listed above, CSUB's **Extended Education** offers classes during **Winter Session**. The Session begins January 2, 2024 and ends January 19, 2024. **Call the Extended Education at (661) 654-2441** for detailed information regarding their course offerings and schedules.*

Approved by Academic Senate December 1, 2022
 Approved by the President December 13, 2022

California State University, Bakersfield

Spring Semester, 2024

October 02	Academic Advising for Continuing Students Begins (for Spring 2024)
October 23	Registration for Continuing Students Begins (for Spring 2024)
November 01	Deadline to Apply for Spring 2024 Graduation
November 01	Deadline to Apply for Summer 2024 Graduation
November 13	Academic Advising for New Students Begins (for Spring 2024)
November 13	Registration for New Students Begins (for Spring 2024)
January 15	HOLIDAY - Martin Luther King, Jr. Day - Campus Closed
January 18	ALL FACULTY DUE ON CAMPUS
January 22	First Day of Classes
January 31	Last Day to Add Classes
January 31	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 11	Academic Advising for Continuing Students Begins (for Summer 2024 & Fall 2024)
		Spring Semester Break: March 24, 2024 – March 31, 2024 (Easter is March 31, 2024)
April 01	HOLIDAY - Cesar Chavez Day Observed - Campus Closed
April 05	Last Day for Faculty to Order Course Materials Through Campus Bookstore for Summer 2024 and Fall 2024
April 08	Registration for Continuing Students Begins (for Summer 2024 & Fall 2024)
April 09	Campus-wide Emergency Evacuation Day
April 19	Last Day to Withdraw from Classes for a Serious and Compelling Reason
April 22 - 26	SOCI Week
May 01	Orientation for New Undergraduate Students (Begins)
May 01	Deadline to Apply for Fall 2024 Graduation
May 10	Last Day to Submit Completed Thesis / Dissertation
May 10	Last Day of Classes
May 11 – 17	Examination Period
May 17 - 18	Commencement
May 20	Evaluation Day
May 21 - 22	Grades Due
May 27	HOLIDAY - Memorial Day – Campus Closed

Academic Calendar 2023/2024

Approved by Academic Senate December 1, 2022
 Approved by the President December 13, 2022

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

AAC

**Change of Title from Small Business Management Concentration in the BSBA
Program to “Entrepreneurship Concentration”**

RES 212322

RESOLVED: That the name of the Small Business Management Concentration in the BSBA be changed to Entrepreneurship Concentration.

RATIONALE: The term “small business” no longer accurately describes the breadth of the curriculum in the concentration. Entrepreneurship better captures the breadth of topics covered in the concentration and would more accurately signal the content to both students and employers. The courses in the concentration will remain the same and are listed below.

Required Courses

- Entrepreneurship
- Small Business

Three Additional Courses Drawn From

- Career & Managerial Skills
- Total Quality Management
- Entrepreneurial and Small Business Finance
- Professional Selling
- Managerial Accounting
- Small Business Consulting
- Contract Management

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

RECLASSIFICATION OF ASSISTANT VP OF IRPA
AND ASSISTANT VP of GRASP
RES 222323

BPC

RESOLVED: That the Assistant Vice President of Institutional Research, Planning, and Assessment (IRPA) to be reclassified as the Associate Vice President of Institutional Research, Planning and Assessment. And be it further

RESOLVED: That the Assistant Vice President of Grants, Research and Sponsored Programs (GRaSP) to be reclassified as the Associate Vice President of Grants, Research and Sponsored Programs. And be it further

RESOLVED: That the Academic Handbook language adopt the following

104.1.2 Associate Vice President for Institutional Research Planning and Assessment

The AVP for Institutional Research Planning and Assessment reports to the P&VPAA and is the strategic leader of the campus' data informed decision-making processes. The AVP serves faculty, staff, and students, develops, and maintains campus databases and prepares reports for use by the Provost, President, and the senior leadership. The AVP convenes the campus' institutional research advisory council, serves as the Chief Assessment Officer for the University and convenes the Council of Assessment Coordinators. The AVP also provides descriptive information related to CSUB operations to the Office of the Chancellor.

104.2.2 Associate Vice-President for Grants, Research and Sponsored Programs (GRASP)

The Associate Vice-President for Grants, Research and Sponsored Programs (GRASP) reports to the P&VPAA. The Associate Vice-President is responsible for the oversight of all sponsored programs (grants and contracts) involving research, program evaluation, training, and outreach. The Associate Vice President provides support services for faculty seeking funding sources and preparing proposals for grants or contracts. As delegated by the P&VPAA, the Associate Vice-President provides support services for faculty seeking funding sources and preparing proposals for grants or contracts. As delegated by the P&VPAA, the Associate Vice-President provides support services for the Institutional Animal Care and Use Committee (IACUC) and the Institutional Review Board for Human Subjects Research (IRB/HSR).

RATIONALE: The current handbook language does not reflect the current scope

of responsibilities, current reporting responsibilities, nor market conditions for these roles. The request from the Provost is to provide equity to MPPs in Academic Affairs, and the make the role and the title more competitive in a dynamic job market.

Attachment:

MEMO Senate Request for title change Rv 3-14-2023

Distribution List:



MEMORANDUM

Date: 3-10-2023
From: Vernon B. Harper, Jr.
Provost and Vice President for Academic Affairs
Subject: Request for Handbook Title Change for University Administrators [REVISED]

The Office of the Provost requests that the Academic Senate modify the Academic Handbook language related to two academic administrator roles. The current handbook language does not reflect the current scope of responsibilities, current reporting responsibilities, nor current market conditions for the below roles. In addition, the change creates title-consistency across the members of Provost's Council. The proposed title changes may have a small budgetary impact in the division.

CURRENT LANGUAGE

104.1.2 Assistant to the President for Planning and Institutional Research

The Assistant for Planning and Institutional Research develops and maintains campus databases on students, staff and faculty and prepares reports for use by the President and the campus at large. The Assistant also provides information descriptive of CSUB operations required by the CSU.

LANGUAGE for CONSIDERATION (changes in Red)

104.1.2 Associate Vice President for Institutional Research Planning and Assessment

The AVP for Institutional Research Planning and Assessment reports to the P&VPAA and is the strategic leader of the campus' data informed decision-making processes. The AVP serves faculty, staff, and students, develops, and maintains campus databases and prepares reports for use by the Provost, President, and the senior leadership. The AVP convenes the campus' institutional research advisory council, serves as the Chief Assessment Officer for the University and convenes the Council of Assessment Coordinators. The AVP also provides descriptive information related to CSUB operations to the Office of the Chancellor.

CURRENT LANGUAGE

104.2.2 Assistant Vice-President for Grants, Research and Sponsored Programs (GRASP)

The Assistant Vice-President for Grants, Research and Sponsored Programs (GRASP) reports to the P&VPAA. The Assistant Vice-President is responsible for the oversight of all sponsored programs (grants and contracts) involving research, program evaluation, training, and outreach. The Assistant Vice President provides support services for faculty seeking funding sources and preparing proposals for grants or contracts. As delegated by the P&VPAA, the Assistant Vice-President provides support services for faculty seeking funding sources and preparing proposals for grants or contracts. As delegated by the P&VPAA, the Assistant Vice-President provides support services for the Institutional Animal Care and Use Committee (IACUC) and the Institutional Review Board for Human Subjects Research (IRB/HSR).

LANGUAGE for CONSIDERATION (changes in Red)

104.2.2 Associate Vice-President for Grants, Research and Sponsored Programs (GRASP)

The Associate Vice-President for Grants, Research and Sponsored Programs (GRASP) reports to the P&VPAA. The Associate Vice-President is responsible for the oversight of all sponsored programs (grants and contracts) involving research, program evaluation, training, and outreach. The Associate Vice President provides support services for faculty seeking funding sources and preparing proposals for grants or contracts. As delegated by the P&VPAA, the Associate Vice-President provides support services for faculty seeking funding sources and preparing proposals for grants or contracts. As delegated by the P&VPAA, the Associate Vice-President provides support services for the Institutional Animal Care and Use Committee (IACUC) and the Institutional Review Board for Human Subjects Research (IRB/HSR).

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

BYLAWS CHANGE TO MEMBERSHIP OF
ACADEMIC SUPPORT AND STUDENT SERVICES COMMITTEE
RES 222325

EC

RESOLVED: That the Academic Senate recommend revisions to the Academic Senate Bylaws, Section IV, B.4.a as specified below:

4. Academic Support and Student Services Committee (AS&SS)

- a. The Academic Support and Student Services Committee shall consist of the following voting members: seven faculty, including at least one librarian, one student services professional, ~~and one staff member~~ and the Vice President of the Associated Students, Inc. or designee. In addition, the Vice President for Student Affairs, the Dean of Libraries, the Associate Vice President for Enrollment Management, ~~the Vice President of the Associated Students, Inc.~~ and the Executive Director of the Associated Students, Inc. or a designee shall serve ex officio, and nonvoting.

RATIONALE: It is agreed among all standing committees of the Academic Senate that the student representative from the Associated Students, Inc. should be a voting member of the Academic Support and Student Services Committee.

Distribution List:

President
Provost
VP Student Affairs

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

Performance Review Calendar - Handbook Change

RES 222317

FAC & BPC

RESOLVED: That the Academic Senate recommend revisions to the *University Handbook* language regarding the performance review calendar (deletions in ~~strike through~~, additions in **bold underline**) as specified below:

305 RETENTION, AWARD OF TENURE, AND PROMOTION

305.4.1 General Provisions

- a. Performance reviews are required of faculty for purposes of retention, the award of tenure, and promotion. All **probationary** faculty, except faculty who are awarded credit towards tenure, will undergo performance reviews in years 1, 2, 3, 5 and 6 of their probationary period. Faculty who are awarded credit towards tenure are reviewed every year. At any level of the 3rd year review a request for a full review during the 4th year may be made, as part of that review. The probationary faculty member may ask for a full review during the 4th year. **Details of temporary faculty review are found in 306.2.**
- b. The P&VPAA annually establishes timelines for the performance reviews, after considering recommendations from relevant faculty committees. The timelines shall specify the dates by which the ~~RTP~~ **Working Personnel Action File (WPAF)** file is to be ready for review and the dates by which each level of review is to have completed its work. **All Unit Committee performance and periodic reviews (RTP, PTR, and lecturer reviews) shall have, at minimum, 28 calendar days from the deadline for files to be made available to the Unit Committee until the Unit Committee review deadline.**
- c. ~~There are two RTP cycles during each academic year:~~

c. Performance reviews occur throughout the academic year:

1. Fall review of 2nd, 3rd, 5th, and 6th year probationary faculty, 4th year faculty if requested according to the provisions of 305.4.1a or if required (faculty with credit toward tenure), **post-tenure** and tenured faculty requesting consideration for promotion; and
2. Spring review of 1st year probationary faculty and temporary faculty. (*Revised 6-28-2018*)

- d. Unit ~~RTP~~ **performance review** criteria shall be used at each level of review for each faculty.
- e. All eligible tenured faculty are obligated to serve on peer review committees, if elected.
- f. Faculty shall not sit in review of their own cases, or that of a close relative or domestic partner.
- g. Faculty who are undergoing review in a given RTP ~~cycle~~ **academic year** shall not serve on any review committee in that ~~cycle~~ **academic year**.
- h. All deliberations and recommendations pursuant to this section shall be confidential.

Only the affected faculty, peer review committee members, appropriate administrators, and the President shall have access to the performance review documents.

Any faculty member undergoing review who believes that they have a compelling issue that may affect an objective review, may confer with the Provost's office and/or a member of CFA's Faculty Rights Committee for support and guidance in ensuring a fair review process. *(Added 6-28-2018)*

305.6 The Unit RTP Committee

305.6.1

- j. Faculty members undergoing post-tenure review may **not** serve on **review RTP** committees ~~unless they are requesting promotion~~ during that academic year.

RATIONALE: In the current performance review calendar, some types of reviews have very short periods (12-15 days) designated for the Unit Review Committee to its work. This resolution will provide the Unit Committees a reasonable and consistent amount of time for thorough reviews throughout the year.

The word "cycle" that seemed more workable when coordinated with three quarters, has since caused confusion under the semester system, especially when relating to a faculty member's eligibility to serve on committees when under review. We suggest removing the term "cycle" and establish a clear policy regarding faculty serving on unit committees.

Other changes made are to clean up the language so that it applies to all faculty reviews (including lecturer and post-tenure) rather than just probationary faculty undergoing the RTP process.

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

AAC

**Graduation Writing Assessment Requirement (GWAR) Committee Membership
and Charge**

RES 212318

RESOLVED: That the GWAR Committee function as a subcommittee of GECCo and be delegated the following responsibilities, subject to existing GECCo submission and review procedures and timelines.

- Development and maintenance of course requirements and learning outcomes for GWAR courses.
- Ongoing review of GWAR courses to help instructors ensure that they meet the current requirements and learning outcomes.
- Oversight of policies related to the GWAR.
- Assessment of GWAR courses.
- Approval of courses fulfilling the GWAR requirement.
- Approval of GWAR course substitutions.

And be it further

RESOLVED: That the GWAR Committee be composed of the following individuals, including the first six members who will be appointed by the Senate Executive Committee for staggered, renewable, three-year terms.

- Six instructors who are teaching GWAR courses at the time of appointment, including at least one member from each school in which a GWAR course is being offered, whenever feasible. When such faculty cannot be appointed, members may be drawn from those who have taught a GWAR course within the past two years or are currently teaching from written communication reinforcement courses. The committee should include at least two instructors with graduate training in teaching composition.
- The CSUB Writing Program Coordinator, who will serve as an *ex officio*, voting member

And be it further

RESOLVED: That any appeals made to decisions related to GVAR courses follow the same procedures as all appeals of decisions related to courses reviewed by GECCo, namely be adjudicated by the Academic Affairs Committee in its role as the inter-school curriculum committee.

RATIONALE: The technical expertise required to evaluate upper-division writing courses makes oversight of the Graduation Writing Assessment Requirement by GVAR faculty advisable.

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

AAC

Discontinuation of the Master of Science in Administration

RES 212219

RESOLVED: That the Master of Science in Administration be discontinued; and be it further

RESOLVED: That all policies relative the program discontinuation be observed including a pathway for all currently active students to finish their program of study.

RATIONALE: The program, while meeting a workplace need in the past, is suffering from declining enrollments and is not sustainable as a self-support program. It is likely that other programs can better meet the changing needs of the workplace and are the cause of the enrollment declines.

Attachments:

MSA Discontinuance MEMO

MSA Proposal for Discontinuance

MSA Proposal for Discontinuance Teach Out Plan

MSA Discontinuation Plan

February 1, 2023

From: Mark Novak, Dean, Extended Education and Global Outreach

To: Debra Jackson, AVP for Graduate Studies and Dean of Undergraduate Studies

Proposal for Discontinuance of the Self-Support Master of Science in Administration Program

Rationale

The Master of Science in Administration (MSA) has been offered through CSUB Extended Education since 2002. Over the past 10 years, MSA enrollments have consistently declined, although extensive energy has gone into marketing the program. As a result, revenue has also declined, making it difficult to sustain the program.

Justification

Enrollment Decline:

- Enrollments for the current 2022-2023 academic year shows a decrease between 37% - 48% when compared to previous academic years between Fall 2016 and the current year.

Admissions Decline:

- Admissions for the current 2022-2023 academic year shows a decrease between 9% - 49% when compared to previous academic years between Fall 2016 and the current year.

Revenue Decline:

- Revenue for the current 2022-2023 academic year shows a decrease between 22% - 60% when compared to previous academic years.
- Year over year since 2019, the MSA program has seen significant revenue loss between \$22,000 and \$79,000. Such revenue loss is unsustainable. Current revenue is at 2013 levels, and yet expenses are at 2023 levels.

Request

Extended Education is self-supported, and loss of revenue can have serious effects on its operations. Declines in enrollment and revenue in the MSA program lead us to request discontinuance of the program.

MS Administration Proposal for Discontinuance Teach-Out Plan

The MSA program has 45 active students. Plans to teach-out the program is as follows:

- The program will be taught out over the next two years beginning Fall 2023 and ending Spring 2025.
- Each student will be individually advised regarding their graduation path and provided an updated outline each term over the duration of the teach-out.
- Course scheduling will be based on the needs of remaining students.



**SCHOOL OF BUSINESS AND
PUBLIC ADMINISTRATION**
CSU BAKERSFIELD

Memorandum

Date: February 2, 2023

To: Dean Mark Novak, Extended Education and Global Outreach

From: Interim Dean Seung Bach, School of Business and Public Administration

SUBJECT: Discontinuance of Master of Science in Administration (MSA)

Dear Dean Novak,

Upon the consultation with BPA Department Chairs, BPA concurred with and supported the proposal from the Extended Education and Global Outreach, regarding the discontinuation of Master of Science in Administration.

CC'ed

Associate Vice President & Dean Debra Jackson

(Interim) Associate Dean Lori Paris

BPA Department Chairs

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

BYLAWS CHANGE TO COMPOSITION OF BUDGET AND PLANNING
COMMITTEE
RES 222320

BPC

RESOLVED: That the Academic Senate recommend revisions to the Academic Senate Bylaws, Section IV, B.3.a as specified below:

3. Budget and Planning Committee (BPC)

- a. The Budget and Planning Committee shall consist of the following voting members: seven faculty, including at least one student services officer, one librarian, one staff member, and the President of the Associated Students or a designee. In addition, the Academic Senate Chair, the Provost, and Business and Administrative Services (BAS) Chief Financial Officer (CFO) **or designee** shall serve as ex officio and non-voting.

RATIONALE: Currently, AVP and Chief Budget Office has been substituting Chief Financial Officer in BPC meetings. The change provides flexibility for Chief Financial Officer to designate appropriate officer in this regard.

Distribution List:

President

Provost

CFO

General Faculty

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

Faculty Hall of Fame Selection Process - Handbook Change

RES 222321

FAC

RESOLVED: That the Academic Senate recommend revisions to the *University Handbook* language regarding the performance review calendar (deletions in ~~striketrough~~, additions in **bold underline**) as specified below:

308 REVIEW PROCEDURES FOR SPECIAL AWARDS AND APPOINTMENTS

308.2 Emeritus Status Awards for Faculty Retired or Separated from the University

Two awards are designed to honor those faculty who are retired or separated from the University. The award of Emeritus~~us~~i status to a retiring or retired faculty members is to be considered an **a career** honor bestowed in recognition of meritorious contributions to the University over an extended period. **The Faculty Hall of Fame honors retired, separated, or deceased faculty members who have made a significant contribution to the University or to their discipline.**

(Revised 2/24/16)

308.2.1 Emeritus Eligibility

Emeritus~~us~~i status shall be granted to faculty members who, over an extended period of time, have a meritorious record in one or more of the areas of teaching, scholarship, and/or service. Of prime importance is demonstration of a strong commitment to the University, its goals, and general well-being as an academic institution within the community. The awarding of Emeritus~~us~~i status shall not be limited by considerations of rank or status. The Emeritus title shall be appended to the rank or status of the individual at or following the time of retirement.

(Revised 2/24/16) ~~308.2.1b Emeritus Posthumous Eligibility~~

~~A Faculty members~~ may be approved for Emeritus~~us~~i status posthumously, whether death is prior to or after separation from employment.

(Added 2/24/16)

308.2.2 Emeriti Nominations

Nominations and all relevant materials **(including a CV)** for Emeritus*i* awards shall be submitted to the FHAC by any peer or group of peers, preferably from the faculty individual's department or unit. **Self-nominations are disallowed.** In all instances, before making a decision regarding a nomination, the FHAC shall obtain documentation that the nominee's department or equivalent unit consider the nomination and made a collective decision whether to support, oppose, or take no position regarding the nomination. The FHAC will report the department or unit's position to the President as part of the materials they submit on that nominee. Nominations should include a supportive summary statement outlining the meritorious contributions. Recommendations may be supplemented by others or the person nominated. Personnel Action Files will not normally be considered during the award selection process.

(Revised 07-17-19)

308.2.3 Emeriti Number of Awards

The FHAC shall provide timely review of all nominations for Emeritus*i* status for faculty members who have retired or for whose anticipated retirement date is within one year of the date of the nomination. Awards are to be regarded as an honor and a continuing commitment of the University to designated faculty members. There shall be no quota or limitation on the number of such awards each year. The committee shall submit all nominations and its recommendations directly to the President in a timely manner. The President shall make the final decision regarding awards.

(Revised 6/22/16)

308.2.4 Emeriti Privileges and Public Announcement

Public announcement of any Emeritus*i* awards shall take place during an event suitable to the announcement. The award of Emeritus*i* status shall entitle ~~the~~ recipients to the following:

- a. A certificate of award of eEmeritus status at an event suitable to the announcement;
- b. Listing within faculty roster published in the catalog and appropriate University or CSU system bulletins or announcements;
- c. A faculty membership card for purposes of appropriate identification;
- d. Library privileges and services ordinarily accorded to faculty;
- e. Free parking privileges (issued annually);
- f. Continuous access to a University email account.

The award of Emeritusⁱ status may also entitle the recipients to the following institutional courtesies or benefits when they are appropriate and available:

- g. Timely notice of all General Faculty meetings and events of the University and such other notices as desired;
- h. Mail services, including the mailing of appropriate faculty notices;
- i. Space for scholarly or other professional pursuits, as available;
- j. Access to and appropriate use of campus buildings, including spaces for conference and laboratory facilities;
- k. Use of campus recreational facilities with payment of membership fee;
- l. Discounts for specified commercial events or programs sponsored by CSUB;
- m. Free passes or discounts to University athletics events;
- n. Limited use of telephone and Reprographics services;

(Revised 2/24/16)

308.2.5 Faculty Hall of Fame Eligibility

A faculty member will be eligible to be nominated for the Faculty Hall of Fame if that faculty member has fully separated from working at CSUB. Retired, separated from the University, or deceased faculty can be considered. The Hall of Fame honors those faculty who have made a significant contribution that has positively transformed or impacted the University or their discipline. The length of service at CSUB is not a factor.

308.2.6 Faculty Hall of Fame Nominations

Nominations and all relevant materials (including a CV) for the Faculty Hall of Fame shall be submitted to the FHAC by any member of the CSUB community, including students, past students and alumni, current and past faculty and staff, and any associates, supporters, friends, or partners of the university. Self-nominations are disallowed. In all instances, before making a decision regarding a nomination, the FHAC shall obtain documentation that the nominee's department or equivalent unit consider the nomination and made a collective decision whether to support, oppose, or take no position regarding the nomination. Nominations should include a supportive summary statement outlining the specific meritorious contribution(s) of the nominee and how the contribution(s) have positively transformed or impacted the University or the nominee's discipline. Recommendations may be supplemented by others or the person nominated. Personnel Action Files will not normally be considered during the award selection process. The FHAC will

make its selections known to the President and Provost for announcement on or before February 28.

308.2.7 Faculty Hall of Fame Number of Awards

The FHAC determines how many honorees are selected in a given year, dependent on suitable nominations.

308.2.8 Faculty Hall of Fame Privileges and Public Announcement

Honorees will be celebrated and memorialized in the library with a plaque.

The library's Historical Research Center (HRC) will develop an in-depth biography of the honoree, which will be placed on HRC's webpage. A reception for the year's honorees will be held in the spring.

RATIONALE: The Faculty Hall of Fame was previously handled by the CSUB Library and, at their request, this award is being transferred to the Faculty Honors and Awards Committee (FHAC) to be consistent with other faculty awards. Since the Hall of Fame is an award given after retirement or separation from the university, as is Emeritus, it appears in the same section of the handbook. Care was given to differentiate the two awards—Emeritus, a career award for meritorious service over an extended period of time versus the Hall of Fame which is for a significant contribution that has transformed the university or a discipline without regards to time spent at CSUB.

Editing was also done to refer to Emeriti awards in the plural rather than in the singular “Emeritus.” When using a singular form was called for, the term “Emeritus” was used as it is often used to refer to any gender.