

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD

ACADEMIC SENATE

ORGANIZATIONAL MEETING AGENDA

THURSDAY, MAY 4, 2023

10:00 A.M. – 10:55 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

Session One

- A. Call to Order
- B. Approval of Minutes
 - a. February 2, 2023 (*handout*)
 - b. March 30, 2023 (*handout*)
 - c. April 20, 2023 (*handout*)
- C. Announcements and Information
 - a. Session One – Outgoing Senate business
 - b. Session Two – Incoming Senate and Standing Committee Chair Selection
(Time Certain: 11:00 AM)
 - c. Elections and Appointments- M. Danforth (*handout*)
- D. Approval of Agenda **(Time Certain: 10:05 AM)**.
- E. Reports (Tabled)
 - 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
 - vi. Faculty Affairs Committee (FAC) – M. Rees (*handout*)
 - vii. Staff Report- S. Miller
- F. Resolutions **(Time Certain: 10:15 AM)**
 - a. Consent Agenda
 - i. RES 222336 Commencement 2023
 - ii. RES 222337 Disability Accommodations Statement in Syllabus – AS&SS -
HANDBOOK CHANGE

- b. New Business
 - i. RES 222332 Statement on Reducing Educational Material Costs at CSUB
– AS&SS
 - ii. RES 222333 Honorary Doctorate Award – Procedures Update -FAC
- c. Old Business **(Time Certain: 10:40 AM)**
 - i. RES 222328 Graduate Studies – Graduate Studies Committee
Handbook Change- AAC
 - ii. RES 222329 Approval of the Minor in Environmental Sustainability- AAC
 - iii. RES 222327 Election Attempt Limit – Revert to Appointment - BPC
HANDBOOK CHANGE
 - iv. RES 222334 RTP 2nd Year Review Materials – Handbook Change - FAC
 - v. RES 222335 RTP Evaluation Letters – Handbook Change- FAC
 - vi. RES 222330 Renaming Schools to Colleges: Academic Affairs Re-organization- EC

G. Open Forum (Tabled) Items reported.

H. Adjournment CALIFORNIA STATE UNIVERSITY, BAKERSFIELD

ACADEMIC SENATE

AGENDA

Thursday, May 4, 2022

11:00 a.m. – 11:30 a.m.

Session Two

Members: A. Hegde (Chair), M. Danforth (Vice-Chair), E. Correa, J. Cornelison, J. Deal, V. Harper, H. He, C. Lam, A. Lauer, J. Millar, M. Rees, A. Rodriguez, M. Rush, T. Salisbury, A. Sawyer, S. Sarma, D. Solano, B. Street, M. Taylor, T. Tsantsoulas, D. Wu, Z. Zenko, ASI President

1. Call to Order
2. Introduction of Members (*handout*)
3. Approval of Academic Senate Meeting Schedule 2023-2024 (*handout*)
4. Election of Standing Committee Chairs
 - Academic Affairs Committee
 - Academic Support and Student Services Committee
 - Budget and Planning Committee
 - Faculty Affairs Committee
5. Adjournment

Pictures of the 2023-2024 Senate to be taken outdoors immediately following adjournment.

Academic Senate

Elections and Appointments

May 4, 2023



CALIFORNIA STATE UNIVERSITY
BAKERSFIELD



Regular Election Cycle

Order of Calls 2023-24

1. Statewide Senator - Complete

- **Brian Street - Kinesiology**

2. Senators for Schools - Complete

- **Arts and Humanities: Tiffany Tsantsoulas - Philosophy and Religious Studies**
- **Business and Public Administration: Sumita Sarma - Management and Marketing**
- **Natural Sciences, Mathematics, and Engineering: Danielle Solano - Chemistry**
- **Social Sciences and Education: Zachary Zenko - Kinesiology**

Congratulations!

Regular Election Cycle

Order of Calls 2023-24 continued...

(3) Senators At-Large - Complete

Elaine Correa - Human Development, CAFS

John Deal - Economics

Alicia Rodriguez - History

Regular Election Cycle

Order of Calls 2023-24 continued...

Senator Staff Representative - Elected

Janine Cornelison - SPP II Advising

Regular Election Cycle

Order of Calls 2023-24 continued...

5. At-Large Members on various university-wide committees

Committee on Professional Responsibility

Faculty Honors and Awards Committee complete

Faculty Teaching & Learning Committee

Foundation Board

University Council

University Program Review Committee

University Review Committee

Regular Election Cycle

Order of Calls 2023-24 continued...

Committee on Professional Responsibility (CPR) At-Large

Anna Jacobsen - Biology elected

Faculty Honors and Awards Committee (FHAC) At-Large

Gitika Commuri - Political Science elected

Congratulations!

Regular Election Cycle

Order of Calls 2023-24 continued...

Faculty Teaching & Learning Center Advisory Board (TLC) At-Large

Janet Armentor - Sociology

Congratulations!

Regular Election Cycle

Order of Calls 2023-24 continued...

Foundation Board At-Large

Brian Street - Kinesiology *elected* to a three-year term,
May 2023-May 2026

Congratulations!

Regular Election Cycle

Order of Calls 2023-24 continued...

General Education Curriculum Committee (GECCo)

SS&E position opened to the university after second call:

John Deal - Economics *elected*

Congratulations!

Regular Election Cycle

Order of Calls 2023-24 continued...

University Program Review Committee (UPRC) At-Large

Jackie Kegley - Philosophy & Religious Studies *elected*

Congratulations!

Regular Election Cycle

Order of Calls 2023-24 continued...

University Review Committee (URC)

A & H position opened to the university after second call:

Jackie Kegley - Philosophy & Religious Studies *elected*

University Review Committee (URC) At-Large

Brandon Pratt - Biology *elected*

Congratulations!

Other Elections

Order of Calls 2023-24 continued

Search Committee AVP Grants & Sponsored Programs (GRaSP)

A & H: Robert Provencio - *Music elected*

BPA: Jeremy Woods - *Management & Marketing elected*

NSME: Yize Li - *Physics & Engineering elected*

SS&E: Jeff Moffit - *Kinesiology elected*

At-Large: Charles Lam - *Mathematics elected*

Congratulations!

Other Elections

Order of Calls 2023-24 continued

Academic Administrator Review Committee (AARC)

A & H: Janet Armentor - Sociology elected (second call failed; At-Large)

BPA: Richard Gearhart - Economics *elected*

NSME: Dayanand Saini - Engineering *elected*

SS&E: Anne Duran - Psychology *elected*

Election: AARC A&H Position Open to the University

- Brian Street - Kinesiology
- Gitika Commuri - Political Science
- Chris Eicher - Music and Theatre
- Amy Ressler - Music and Theatre

Election ends Friday, May 5, 2023- 4:00 PM

Regular Election Cycle

Order of Calls 2023-24 continued

6. Appointments Call for Interest: ends May 8, 2023 - 4:00 PM

Academic Integrity Policy Violations Committee

Faculty Ombudsperson

General Studies Review Committee

High-Impact Practices Task Force

Instructionally Related Activities (IRA)

Inter Collegiate Athletics Advisory Committee (IAAC)

IRPA Advisory Committee

Mobile Applications Steering Committee

Student Centered Enterprise Board

Teacher Advisory Committee (TEAC)

University Strategic Planning & Budget Advisory Committee (USP & BAS)

Regular Election Cycle

Order of Calls 2023-24 continued

6. Appointments Calls for Interest:

Faculty Ombudsperson

FT Tenured TBD appointed to a two-year term, May 2023-May 2025

School Election Committees 2022-23

Arts and Humanities

Joel Haney (chair)

Douglas Dodd

Joseph Florez

Business and Public Administration

Dan Zhou (chair - on sabbatical)

Di Wu (acting chair)

Margaret Malixi

Natural Sciences, Mathematics and Engineering

Sophia Raczkowski (chair)

Qiwei Sheng

Prosper Torsu

Social Sciences and Education

Hector Nolasco (chair)

Yvonne Ortiz-Bush

Edna Molina-Jackson

Senate Website

The image shows a screenshot of a website's navigation menu and a grid of links. The navigation menu at the top includes 'SENATE MENU', 'Home', 'Membership', 'Meetings', 'Committees', and 'Resolutions'. The 'Committees' link is circled in red. Below the menu is a grid of eight links, each with an icon and a label. The 'Elections and Appointments' link is highlighted with a red border, and a red arrow points from the 'Committees' link to it. Another red arrow points from the 'Committees' link to the text 'Committee charge, roster, terms, etc.'.

SENATE MENU	Home	Membership	Meetings	Committees	Resolutions
Senate Membership	Senate Meetings	Executive Committee Meetings	Standing Committees		
					
Resolutions	Faculty Awards	Governing Documents	Academic Senate CSU		
					
University Handbook	Elections and Appointments	General Faculty Meetings	Faculty Feedback		

Committee charge, roster, terms, etc.

Thank You !



CALIFORNIA STATE UNIVERSITY
BAKERSFIELD

Exercise Your Influence

2022-23

56 Committees with Faculty Representation

282 Faculty positions

Strengthen and Expand Ideas

Elected and Appointed positions

Info available

- Your School Election Committee
- Election Committee Chair - Melissa Danforth
- Academic Senate webpage
- Academic Senate office

ACADEMIC SENATE LOG – MAY 4, 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.	-	-	-
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.	-	-	-
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 – MAY 4, 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	Complete	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	03/30/2023	04/14/2023	04/17/2023
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	Second Reading 05/04/2023	AAC Review the proposal to add a minor in Environmental Sustainability to the Environmental Resource Management (ERM) Program. RES 222329 Approval of the Minor in Environmental Sustainability			
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 – MAY 4, 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”	02/16/2023	02/24/2023	02/24/2023
02/21/2023	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. Recommendations drafted; carry over to 23-24 AY.			
03/3/2023	2022-2023 #24 Academic Support & Student Services Membership – Bylaws Change	Complete	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	04/20/2023	04/28/2023	05/02/2023
03/7/2023	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. Recommendations drafted; carry over to 23-24 AY.			
03/7/2023	2022-2023 #28 MS Administration Discontinuance	Complete	AAC Whether there is any impact to students, university or community. RES 222319 Discontinuation of the MS in Administration	03/30/2023	04/14/2023	04/17/2023

ACADEMIC SENATE LOG – MAY 4, 2023

Academic Affairs Committee (AAC) continued...						
Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
03/14/2023	2022-2023 #36 Graduate Studies Committee	Second Reading 05/04/2023	AAC Whether the proposed language change to the Graduate Studies Committee Bylaws benefit students and the university at-large. RES 222328 Graduate Studies Committee – Handbook Change			
03/21/2023	2022-2023 #39 Small Business Concentration Name Change – Entrepreneurship Concentration	Complete	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	04/20/2023	04/28/2023	05/02/2023

ACADEMIC SENATE LOG – MAY 4, 2023

Academic Support and Student Services (AS&SS): Elaine Correa/Chair, meets 10:00 AM 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	21-22 Carryover	AS&SS Reference RES 202123. Form sub-committee & include AVP EM, Director Testing Center, ASI & provide path			
09/08/2022	2022-2023 #07 Advising Task Force Recommendations	Canceled	AS&SS and BPC <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	12/01/2022	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 Academic Probation Terminology Change	02/16/2023	02/24/23	02/24/2023
01/09/2023	2022-2023 #19 ATI Instructional Materials Handbook Appendix K		AS&SS New goals and metrics from the CO			
01/25/2023	2022-2023 #21 Advising Task Force Recommendations- Director of Advising	Complete	AS&SS and BPC Address the need, role and duties of a Director of Advising position. RES 222316 Interim Director of Academic Advising Recommendations	03/16/2023	03/24/2023	03/24/2023
3/3/2023	2022-2023 #24 Academic Support & Student Services Membership – Bylaws Change	Complete	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	04/20/2023	04/28/2023	05/02/2023

ACADEMIC SENATE LOG – MAY 4, 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. Recommendations drafted; carry over to 23-24 AY.			
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. Recommendations drafted 4/25/2023; carry over to 23-24 AY.			
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. Recommendations drafted 4/25/2023; carry over to 23-24 AY.			
3/14/2023	2022-2023 #38 Disability Accommodations Statement in Syllabus	First Reading 05/04/2023	AS&SS Whether the current statement for all faculty use contains the correct info, and include links RES 222337 Disability Accommodations Statement in Syllabus			
3/21/2023	2022-2023 #41 Statement on Open Educational Resources OER	First Reading 05/04/2023	AS&SS Support and obligation to reduce costs for students, ways to incorporate OER, Bookstore terminology change.			

			RES 222332 Statement on Reducing Educational Material Costs at CSUB			

ACADEMIC SENATE LOG – MAY 4, 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		BPC The need to reconsider Time Blocks for classes. Memo received 05/03/2023; carry over to 23-24 AY.			
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	Complete	BPC The need to reclassify Assistant VP of IRPA to Associate VP of IRPA per Provost Harper’s request. Resent 3/21/23 with updated job description – proposed Handbook change Section 104. RES 222323 Reclassification of Assistant VP to Associate VP IRPA and Associate VP GRaSP.	04/20/2023	04/28/2023	05/02/2023
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	09/08/2022	09/20/2022	9/30/2022
3/3/2023	2022-2023 #24 AS&SS Membership – Bylaws Change	Complete	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	04/20/2023	04/28/2023	05/02/2023

ACADEMIC SENATE LOG – MAY 4, 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	Complete	BPC Addendum to add federal holiday Juneteenth as a campus holiday RES 222326 Addendum to Academic Calendar 2022-23 and 2023-24 Juneteenth	04/20/2023	04/28/2023	05/02/2023
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	12/01/2022	12/12/2022	12/13/2022
1/19/2023	2022-2023 #20 RTP Review Calendar Timeline	Complete	BPC and FAC Consider changes proposed to RTP review calendar timeline. RES 222317 Periodic Evaluation/Performance Review Calendar – Handbook Change	03/30/2023	04/14/2023	04/17/2023
1/25/2023	2022-2023 #21 Advising Task Force Recommendations- Director of Advising	Complete	AS&SS and BPC Address the need, role and duties of a Director of Advising position. RES 222316 Interim Director of Academic Advising Recommendations	03/16/2023	03/24/2023	03/24/2023
3/3/2023	2022-2023 #24 Academic Support & Student Services Membership – Bylaws Change	Complete	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	04/20/2023	04/28/2023	05/02/2023
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. Recommendations drafted; carry over to 23-24 AY.			
3/7/2023	2022-2023 #29 BPC Membership – Bylaws Change	Complete	BPC Whether to edit membership, CFO or <u>designee</u> RES 222320 Bylaws Change to the Composition of BPC	03/30/2023	04/14/2023	04/17/2023

ACADEMIC SENATE LOG – MAY 4, 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	Second Reading 05/04/2023	BPC Whether to revert elected positions open to eligible faculty after four attempts. RES 222327 Election Attempt Limit- Revert to Appointment			
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	Complete	BPC Clarify Handbook sections 309.5 and 310 regarding composition of Search Committee. MEMO from BPC stating use of Section 309.5 applies; no further action needed.	-	-	-

ACADEMIC SENATE LOG – MAY 4, 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	Second Reading 05/04/2023	FAC refer to RES 121329 Procedures for Honorary Doctorate Nominations and Selection REVISED. RES 222333 Honorary Doctorate Award – Procedures Change			
08/31/2021	2021-2022 #20 Accessibility of Instructional Materials	Complete	FAC Identify owner and maintainer of textbook master list, specify policies for adopting a textbook. FAC’s recommendation that book orders be on Academic Calendar was accepted. Guidelines exist in Handbook on orders. If other details need to be managed, they can be considered next year. No further action needed.	-	-	-
09/21/2021	2021-2022 23 Faculty Hall of Fame Selection Process Change	Complete	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	03/30/2023	04/14/2023	04/17/2023
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...	9/22/2022	10/6/2022	10/6/2022

ACADEMIC SENATE LOG – MAY 4, 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, 22-23 Carryover;	FAC Access, process, CFA & HR perspective, training of chairs & deans. FAC recommends that discussion be postponed until new software is selected.			
03/01/2022	2021-2022 #41 Sixth-year Lecturer Review – Handbook Change	21-22, 22-23 Carryover;	FAC Purpose and outcome(s) of the Sixth-year Lecturer Review, etc. Work has begun on major topic. Notes will be forwarded to next year's committee.			
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	Complete	FAC MEMO from FAC: <i>University Handbook</i> already gave suitable guidelines regarding holding exams on the last day of class. FAC recommends that the Senate Chair sends out reminders about the finals policy at least twice a year during times that faculty might be devising their syllabi.	-	-	-
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.	-	-	-
11/16/2022	2022-2023 #16 GST Instructor Classroom Observations	Complete	FAC Whether deferment of classroom observations GST and FYS instructors who do not have home departments should be considered. Deferment already happened.	-	-	-

ACADEMIC SENATE LOG – MAY 4, 2023

Faculty Affairs Committee (FAC) Continued...						
Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
01/19/2023	2022-2023 #20 RTP Review Calendar Timeline	Complete	BPC and FAC Consider changes proposed to RTP review calendar timeline. RES 222317 Periodic Evaluation/Performance Review Calendar – Handbook Change	3/30/23	4/14/2023	4/17/2023
02/21/2023	2022-2023 #22 GECCo Review and Appointment	ON HOLD	FAC Whether GECCo draws the review of Faculty Director etc. and whether the position is open for another three-year appointment			
03/01/2023	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. FAC recommends consulting with URC and UPRC to see if a policy is preferred.			
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
03/03/2023	2022-2023 #24 Academic Support & Student Services Membership – Bylaws Change	Complete	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	04/20/2023	04/28/2023	
03/07/2023	2022-2023 #25 RTP 2 nd Year Review Materials	Second Reading 05/04/2023	FAC Whether the URC and other higher levels should consider entire 1 st year review. RES 222334 RTP 2 nd Year Review Materials – Handbook Change			

ACADEMIC SENATE LOG – MAY 4, 2023

Faculty Affairs Committee (FAC) 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. Recommendations drafted; carry over to 23-24 AY.			
3/7/2023	2022-2023 #26 Letters in the RTP	Second Reading 05/04/2023	FAC Whether guidance of checklist needed for reliable review of RTP &/or rebuttal & acknowledgement at the next level(s) RES 222335 RTP Evaluation Letters - Handbook Change			
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	Complete	FAC Whether the Handbook 307.1 language should be changed to match the language of the Collective Bargaining Agreement (CBA) Article 27.2 MEMO: After further investigating policies in the Collective Bargaining Agreement, discovered that our <i>University Handbook</i> does not contradict the CBA. We are ready to close the referral without further action.	-	-	-

AAC Report
April 27, 2023 Meeting

1. Concentrations and Emphases (Subprograms)
 - a. A resolution should be on today's agenda.
2. Bylaw Language Relating to Standing Committee Chairs
 - a. We explored two possibilities for nominee statements.
 - i. Nominations prior to the organizational meetings with the option to submit a written statement or an oral statement at the meeting if more than one nomination is made.
 - ii. Nominators indicating why they feel their nominee would be appropriate for the role.
 - b. We feel that one year of prior service (not necessarily in the year before) on both the Senate and standing committee in question are a reasonable requirement for nominees.

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

AAC

Definitions of Undergraduate Concentrations and Emphases

RES 2123XX

RESOLVED: That the CSUB Academic Senate approve the following definitions of concentrations and emphases;

- A concentration is a subprogram within a major that includes at least 12 units of focused study and adheres to all system guidelines related to subprograms and core units for a major (see guidelines in Rationale below).
- An emphasis is a subprogram within a major that includes 7-11 units of focused study and adheres to all system guidelines related to subprograms and core units for a major (see guidelines in Rationale below).

and be it further,

RESOLVED: That these definitions of subprograms be implemented in the 2024/2025 Campus Catalog;

and be it further,

RESOLVED: That the Office of Academic Programs work with departments/programs which currently have subprograms to ensure alignment with this policy.

RATIONALE:

Implementing these definitions will provide consistency in the use of the terms “concentration” and “emphasis” across programs and put CSUB subprograms in alignment with CSU policy.

CO Policy on Subprograms

Definitions Discipline-specific required curriculum may be achieved through a subprogram (typically referred to as an option, concentration, or emphasis) with a required core that shares more than half of its units with the parent degree program (see CSU Policy 1071). The CSU does not make systemwide distinctions between options, concentrations and emphases, as distinctions may vary by campus.

Report to Academic Senate for AS&SS

April 27, 2023

AS&SS committee members completed several recommendations to a couple of the referrals that were sent to the committee for review. AS&SS supports Referral #37, with the creation of an Academic Integrity Pledge to be included as part of a student's matriculation. The Pledge could be introduced at an orientation, or group welcome, with students reading it aloud. At the discretion of the Instructor of Record for each course, students could be asked to sign the Pledge. The Pledge would clearly encompass the 'terms of use' and expectations of CSUB, and it would be placed in a student's file for future use by the university.

AS&SS also supported FAC's recommendations and minor revisions to Referral # 38 -Disabilities Statement in the Course Syllabus.

AS&SS completed a response to Referral #19 – ATI Instructional Materials, Handbook Appendix K.

In response to Referral #34 – Advisor and Student initiated Course add/drop, the committee identified the following recommendations: 1.) a larger "Deny" button on the form, 2.) Include a statement on student initiated adds or drops, that students "Must contact faculty member", 3.) training should be provided for anyone participating in Advising (Staff, Faculty, Administrators), and if possible, 4) a different color form differentiating a student-initiated course drop/add from other forms.



2022-2023 Referral #34

Advisor and Student initiated Course Drops in Adobe Sign

FROM Dr. Elaine Correa

Academic Support and Student Services Chair

TO Dr. Aaron Hegde

Academic Senate Chair

DATE April 25, 2023

cc: Beth Bywaters, Academic Senate Administrative Analyst Retired Annuitant

At its April 13, 2023 meeting, AS&SS committee members identified the following recommendations to Referral #34 Advisor and Student initiated Course Drops in Adobe Sign:

1. A Larger "Deny Button" on the form
2. An Action step should be added indicating that students "Must contact faculty member", when a student adds or drops a class
3. Training should be provided for anyone participating in Advising (Staff, Faculty, Administrators)
4. Different Color forms differentiating Student initiated Course Drops from other forms.



2022-2023 Referral #37

Academic Integrity Pledge

FROM Dr. Elaine Correa

Academic Support and Student Services Chair

TO Dr. Aaron Hegde

Academic Senate Chair

DATE April 25, 2023

cc: Beth Bywaters, Academic Senate Administrative Analyst Retired Annuitant

At its April 13, 2023 meeting, AS&SS committee members identified the following recommendations to Referral #37 Academic Integrity Pledge:

1. Support for creating an academic Integrity Pledge to be included as part of a student's matriculation.
2. At Orientation or a Group Welcome of new students, the pledge would be read aloud.
3. At the discretion of the Instructor of Record for each course, the student would sign the Academic Integrity Pledge (terms of use type of document).
4. The Academic Integrity Pledge would be placed in a student's file for future use by the university.

From: Mandy Rees <mrees@csub.edu>
Sent: Wednesday, May 3, 2023 8:53 AM
To: Katherine Van Grinsven <kvan-grinsven@csub.edu>
Subject: Re: Request for Reports for Senate Agenda

Report from Faculty Affairs:

FAC members discussed the school elevation taskforce report and drafted a brief statement in support of the Senate resolution to rename schools to colleges.

We reviewed our three resolutions that are currently before the Senate:

• **Resolution 222333: Honorary Doctorate – Procedures Update**

This resolution was not yet discussed in the Senate. We reviewed it once more and adjusted a couple of words for consistency. These proposed procedures include minor updates to match current practice. Since the criteria for honorary degrees is set by the Board of Trustees and are not within an individual campus' power to change, we removed criteria from this document and focused on our campus procedures.

• **Resolution 222334: RTP 2nd Year Review Materials - Handbook Change**

We discussed feedback to this resolution, some of which was related to other aspects of the review process rather than the 2nd year review. We made adjustments clarifying that the handbook edits were to change the requirements for materials in the 2nd year.

• **Resolution 222335: RTP Evaluation Letters – Handbook Change**

Senate comments on this resolution included questions about what type of feedback should be given for each criterion and general frustration over the RTP process. FAC members felt that the resolution does improve the RTP process and it would be impossible, given the wide range of possible scenarios and RTP criteria, to provide specifics regarding what feedback would be appropriate.

Planning for next year: FAC discussed referrals that were not completed and what needs to be passed on to next year's committee.

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

Commencement Spring 2023
RES 222336

EC

RESOLVED: that the Academic Senate recommend to the President those appropriate degrees be conferred during the May 2023 Commencement to students satisfying the requirements of their programs of study.

RATIONALE: Faculty are responsible for designing curriculum, establishing program and degree requirements, teaching classes, advising and mentoring students, and ensuring standards are met. Available in the May 2023 Commencement Program is a list of the students who may complete degree requirements. Let us join together as a university community in celebrating the accomplishments of these graduates and candidates for graduation.

Distribution List:

President
Provost and VP Academic Affairs
General Faculty

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

AS&SS

Disability Accommodations Statement in Syllabus **Handbook Change**

RES 222337

RESOLVED: That the CSUB Academic Senate approve the following updates to the Disability Accommodations Statement in Course Syllabuses:

MAIN CAMPUS

To request academic accommodations due to a disability, please contact the Office of Services for Students with Disabilities (SSD) as soon as possible through one of the following:

- You can submit paperwork by visiting:
<https://www.csub.edu/ssd/how-access-point-and-click>
- You can schedule an appointment by calling (661) 654-3360 or e-mailing ssd@csub.edu
- You can visit them at their office in SA 140 in Student Services (next to Veteran's Services and Parking Lot F)

If you have an accommodations letter from the SSD Office documenting that you have a disability, please present the letter to the instructor during office hours as soon as possible so we can discuss the specific accommodations you might need in this class.

ANTELOPE VALLEY CAMPUS

To request academic accommodations due to a disability, please contact the Office of Services for Students with Disabilities (SSD) as soon as possible through one of the following:

- You can submit paperwork by visiting:
<https://www.csub.edu/ssd/how-access-point-and-click>
- You can schedule an appointment by calling (661) 952-5061 or e-mailing mbrooks4@csub.edu
- You can visit them at their office in Building 200

If you have an accommodations letter from the SSD Office documenting that you have a disability, please present the letter to the instructor during office hours as soon as possible so we can discuss the specific accommodations you might need in this class.

RATIONALE: Implementing these updates will provide accuracy with information to better serve student's needs.

Original with Track Changes

Main Campus

To request academic accommodations due to a disability, please contact the Office of Services for Students with Disabilities (SSD) as soon as possible. Their office is located in SA 140 [in Student Services \(next to Veteran's Services and Parking Lot F\)](#), and they may be reached at (661) 654-3360 ~~(voice) or 654-6288 (TDD)~~. If you have an accommodations letter from the SSD Office documenting that you have a disability, please present the letter to the instructor during office hours as soon as possible so we can discuss the specific accommodations you might need in this class.

Antelope Valley Campus

To request academic accommodations due to a disability, please contact the Office of Services for Students with Disabilities (SSD) as soon as possible. Their office is located in Building 200 and they may be reached at (661) 952-5061 ~~(voice) or 654-6288 (TDD)~~. If you have an accommodations letter from the SSD Office documenting that you have a disability, please present the letter to the instructor during office hours as soon as possible so we can discuss the specific accommodations you might need in this class.

Distribution List:

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

Statement on Reducing Educational Material Costs at CSUB

RES 222332

AS&SS

RESOLVED: That the Academic Senate support the California Compact which has the goal of reducing overall educational costs by 50 percent for students by 2025 through the lowering of educational costs by suggesting faculty adopt one or more of the following recommendations as appropriate:

1. Adoption of Open Educational Resources (OER) instead of textbooks,
2. Utilizing electronic or digital media subscriptions through a library license,
3. Reducing the number of assigned textbooks for courses,
4. Reusing older editions of books that students can obtain at a cheaper cost,
5. Providing copies of materials on Library Reserve,
6. Posting pdf copies (copyright and accessibility compliant) on LMS.

and be it further

RESOLVED: That to further facilitate reducing costs for students, the Academic Senate recommend that information about available affordable textbook options be included in the mandated notification about textbook costs.

The bookstore notification should include a statement indicating that there are low-cost and/or free resources available at CSUB, and that students should contact their instructor for details.

RATIONALE: Textbook affordability remains a pressing issue for students that impacts student academic success. In compliance with the California Compact, it is critical that CSUB reduce the cost of instructional materials by 50 percent by 2025. Faculty contributions to lowering instructional material costs is key to CSUB's efforts in reducing equity gaps and increasing retention to graduation with ensuing instructional materials are easily available and accessible.

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CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

Honorary Doctorate Award – Procedures Update

RES 222333

FAC

RESOLVED: That the Academic Senate recommend revisions to the “CSUB Procedures for Processing Honorary Doctorate Nominations” outlined in RES 1213029 (deletions in ~~striketrough~~, additions in **bold underline**) as specified below:

CSUB Procedures for Processing Honorary Doctorate Nomination

Nomination Procedures

Nominations will be due in the Office of the President by ~~September 30~~ **mid-November** of the academic year for consideration for that year’s spring commencement. All members of the CSUB community are encouraged to nominate candidates, including faculty, students, staff, administration members, alumni, members of CSUB advisory groups, and friends of the University. Nominations will consist of letters of nomination from at least two (2) individuals. These letters should detail the nominee’s qualities and contributions that would make him/her a worthy candidate for this high honor.

Processing of Nominations

The Office of the President will be responsible for ensuring that nomination packets are complete. The packets **shall** include at least two nomination letters and any appropriate supporting documentation. At a minimum, it ~~should~~ **shall** include a current curriculum vitae, **resumé or biography with a history of accomplishments and contributions.** ~~“It is particularly important that the nomination materials establish a solid, compelling argument for the award of an honorary doctorate.”~~ This packet, along with the President’s comments, will constitute the nomination packet forwarded to the Chancellor’s Office for consideration by the Trustees Subcommittee on Honorary Degrees. The Office of the President ~~will~~ **shall** ~~forward seven (7) copies of the packet to the chair of the Faculty Honorary Degree Committee no later than October 31.~~ **nomination materials to the Faculty Honorary Degree Committee at least one week prior to the committee’s scheduled meeting.**

Faculty Honorary Degree Committee

The Faculty Honorary Degree Committee shall consist of the Chair of the Faculty **or designee**, the Vice-Chair of the Academic Senate **or designee**, the members of the Faculty Honors and Awards Committee, ~~the ASI president or designee~~, a staff member selected by the President, and an alumnus selected by the President. It shall be chaired by the Chair of the Faculty **Honors and Awards Committee**. At the request of any member of the committee, the Executive Committee of the Academic Senate may

appoint a substitute for that member of the committee, including the Chair. While the President will ultimately forward no more than two (2) nominees to the Board of Trustees, the committee may choose to forward as many or as few nominees as it deems appropriate to the President for consideration. Nominations, if any, shall be forwarded to the President no later than November 30.

Confidentiality

Confidentiality in the consideration or nominations **shall** be absolute. The Faculty Honorary Degree Committee, as a group, may meet with the Executive Committee of the Academic Senate to solicit advice on nominations, but no other outside groups **shall** be solicited for input.

Types of Degrees and Criteria for Awarding Honorary Degrees

The degrees, policy, and criteria for awarding honorary degrees are established by the California State University Board of Trustees. The Office of the President shall provide all committee members the current policy to review prior to the scheduled meeting.

The following categories of honorary degrees may be conferred by the Board of Trustees:

1. Doctor of Fine Arts (D.F.A.)
2. Doctor of Humane Letters (L.D.H.)
3. Doctor of Laws (LL.D.)
4. Doctor of Letters (Litt.D.)
5. Doctor of Science (Sc.D.)

The Faculty Honorary Degree Committee, in consultation with the President, will designate a category for nominations which are sent to the President for his/her consideration.

~~“Purposes for Which Honorary Degrees May Be Conferred~~

- ~~A. To recognize excellence and extraordinary achievement in significant areas of human endeavor, within which are embodied the objectives and ideals of the California State University.~~
- ~~B. To honor meritorious and outstanding service to the California State University, collectively, or to its campuses, individually; to the State of California; to the United States; or to humanity at large.~~
- ~~C. To recognize men and women whose lives and significant achievements should serve as examples of the California State University’s aspirations for its diverse student body.”~~

~~“Criteria for the Awarding of Honorary Degrees~~

- ~~A. Honorary degrees may be awarded to recognize achievements in all parts of the world. Honorary degrees awarded should represent an appropriate balance between~~

~~local and non-local, and academic and non-academic recipients, and should represent a wide diversity of fields of endeavor.~~

~~B. Nominees for honorary degrees must be distinguished in their respective fields, and the eminence of persons nominated must be widely recognized. Nominees must have demonstrated intellectual and humane values that are consistent with the aims of higher education, and with the highest ideals of the person's chosen fields.~~

~~C. Service or benefaction to the University do not in themselves justify the awarding of honorary degrees. However, nothing in these criteria shall preclude nominees who are benefactors of the California State University.⁴~~

CSUB Nominations

~~Nominees should reflect the values of CSUB and have a record of achievement that reflects the highest ideals of higher education. Preference may be given to candidates who have a history of leadership and support for CSUB and/or the people of Kern County.~~

Honorary Degree Nominating Process

- I. The President and Academic Senate Chair will call for confidential nominations for the honorary doctorate.
 - ~~Nominations are due in the Chancellor's office in mid-December.~~
 - ~~Two nominations may be put forward per campus per year.~~
 - The call for nominations will include the CSU's criteria for nominees and the process for forwarding nominations to the Chancellor's office.
 - Nominations are made through an open process for solicitation from divisions.
 - Once the nominations are submitted, the process is confidential.
 - After nominations are submitted, the campus is not obligated to move forward with a nomination.
- II. The Faculty Honorary Degree Committee will vet the nominations and forward candidates to the **Academic** Senate Executive Committee.
- III. The Academic Senate Executive Committee will review candidates and forward comments to the Cabinet.
- IV. The Cabinet will review and forward comments to the President.
- V. After reviewing comments from the Cabinet, the Faculty Honorary Degree Committee and **Academic** Senate Executive Committee, the President will select no more than two nominations to be forwarded to the Chancellor, as specified in the CSU Guidelines for the Awarding of Honorary Degrees, approved by the Board of Trustees
- VI. **If nominations are made outside of the normal timeframe, the President will send them through the same process as proscribed above to ensure faculty input.**

~~4 Letter from Executive Vice Chancellor and Chief Academic Officer Gary W. Reichard to CSU Presidents, November 9, 2007.~~

RATIONALE: The guidelines for awarding an Honorary Doctorate at a CSU campus are established and approved by the CSU Board of Trustees. CSUB must follow these guidelines and cannot create independent criteria. The procedures for composing a selection committee for honorary degrees submitted by our campus is within the purview of the Academic Senate. The procedures were last updated in 2012-13. This resolution removes items that are determined by the Trustees, clarifies a timeline and the committee membership.

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EEGO Dean

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CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

AAC

Graduate Studies/Graduate Studies Committee Handbook Revisions

RES 222328

RESOLVED: That the CSUB Academic Senate approve the following Handbook changes related to graduate studies and the Graduate Studies Committee.

- 107.3 Committees Reviewing Curriculum and Academic Programs
Committee on Academic Requirements and Standards (See Section 201.1)
University Program Review Committee (See Section 202.4)
All-University Teacher Education Advisory Committee (See Section 201.5)
Curriculum Assessment Council (See Section 201.6)
Graduate Studies Committee (**See Section 201.7**)
Academic Integrity Review Committee (See Section 203.4)
Distributed Learning Committee (See Section 203.11) (Added 01/08/20)
- 201.3 Graduate Degree Programs
Departments, program committees and relevant school deans administer the graduate degree programs. The Dean of Academic Programs coordinates these programs. The Dean **of Academic Programs**, in collaboration with the school deans and graduate **program** directors, oversees **the implementation of** policies, practices, and operations of graduate programs. **The Dean of Academic Programs, in collaboration with the Division of Enrollment Management**, facilitates, coordinates, and supports activities for students seeking admission to graduate schools and financial support for graduate education.

201.7 Graduate Studies Committee

The Graduate Studies Committee is composed of graduate program directors and graduate program admissions staff, and is chaired by the Associate Dean of Graduate Studies. The Graduate Studies Committee makes recommendations regarding policies and procedures pertaining to graduate courses and programs, reviews and approves graduate division language in the catalog, and monitors graduate program assessment activities and planning. As an advisory committee to the Graduate Student Center, the Graduate Studies Committee also oversees graduate student awards and support services.

RATIONALE:

The Graduate Studies Committee has operated for nearly a decade as the Council of Graduate Coordinators and, more recently, the Council of Graduate Program Directors. The proposed handbook revision describes the activities of this group and aims to codify the role of the committee.

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CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

AAC

Approval of the Minor in Environmental Sustainability

RES 222329

RESOLVED: That the CSUB Academic Senate approve the proposed Minor in Environmental Sustainability; and be it further resolved

RESOLVED: That the Sustainability Committee be encouraged to review the course options within the minor during the 25/26 academic year to determine

- if the content of courses currently in the minor have sufficient focus on sustainability-related learning outcomes to make their inclusion in the minor appropriate, and
- if changes to the minor to increase coherence for both students and potential employers is merited.

RATIONALE: The proposed minor addresses an important community need and can be implemented using already authorized resources. Every level of review has found it to be sound academically. Approving this minor may also allow the GE Theme S minor to focus exclusively on social justice, providing two options for minors with more coherence than the current Theme S minor.

Attachments:

CSUB Changes to Degree Form Final Sust Minor
Updated Table AAC recommendations

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CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

ELECTION ATTEMPT LIMIT – REVERT TO APPOINTMENT
RES 222327

BPC

RESOLVED: That for any Senate-initiated election where the position is open for all members of the general faculty, when no nominations are received after two (2) successive calls to elect a representative, the position will be reverted to an Academic Senate Executive Committee appointment. The Academic Senate Elections Committee (ASEC) shall include this notice of pending action on the second call for nominations. And be it further

RESOLVED: That the following paragraph to be added to the University Handbook, Section 202.6:

Policies and Procedures for Senate-Initiated Elections

All university-wide and school-wide senate-initiated elections shall meet the following requirements:

- a. All members of the general faculty, university-wide or school-wide, as defined in Article 2 of the Constitution of the General Faculty, shall be allowed to vote.
- b. Elections shall be conducted in such a way as to ensure the confidentiality and security of all votes.
- c. A minimum of three working days will be allowed for nominations.
- d. A minimum of three working days will be allowed for voting.
- e. Elections shall be conducted electronically.
- f. The preferential voting system, Single-Transferable Vote, is used to count votes.

For any Senate-initiated election where the position is open for all members of the general faculty, when no nominations are received after two (2) successive calls to elect a representative, the position will be reverted to an Academic Senate Executive Committee appointment. The Academic Senate Elections Committee (ASEC) shall include this notice of pending action on the second call for nominations.

RATIONALE: To facilitate the timely population of committees, there is a need to stop the nominations process after two failed attempts.

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CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

RTP – 2nd Year Review Materials - Handbook Change

RES 222334

FAC

RESOLVED: That the Academic Senate recommend the following revisions to the *University Handbook* (deletions in strikethrough, additions in **bold underline**) as specified below:

305.4 Performance Review of Faculty

305.4.1 General Provisions

c. 2. Spring review of 1st year probationary faculty and temporary faculty. **These reviews are conducted by the Unit Review Committee and the Dean.** (*Revised 6-28-2018*)

305.4.2.10 The RTP File

Each faculty member subject to performance review shall prepare a file containing a representative sample of materials from the period under review. **Unit RTP criteria may require additional materials.** The file should be prepared with attention to the demands on reviewers. For example, the file, excluding SOCI's should be no longer than could be held in one three-inch binder. ~~If **For** electronic files are approved,~~ the documents in the electronic file should be capable of being held in one three-inch binder if they were printed. SOCI's may be contained in a separate file. (*Revised 10/29/15*)

The second-year review shall contain documentation from the period under review and shall also contain all materials from the first-year review. This enables the University Review Committee and higher levels who did not participate in the first-year review process to consider the entire first year of probationary faculty.

RATIONALE:

Currently, the documentation from the first semester of a probationary faculty's file is not seen or reviewed by levels above the Dean's review. This means the University Review Committee nor the Provost have the opportunity to review or comment on the process or materials from this first review. By including documentation from the full first academic year of a probationary faculty, the review process is more thorough.

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School Deans

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CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

RTP Evaluation Letters - Handbook Change

RES 222335

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:

305 RETENTION, AWARD OF TENURE, AND PROMOTION

305.6.3 Evaluation and Recommendation by the Unit Committee

While faculty and students may contribute to the deliberations concerning a faculty, only unit RTP committee members shall participate in forming the written performance evaluation and recommendation.

- a. The views expressed by individual members of the unit RTP committee during the committee's deliberations shall be confidential.
- b. The unit RTP committee shall prepare a written evaluation and recommendation based ~~primarily~~ on information in the RTP file **PAF and WPAF. The evaluation shall address the criteria within the relevant unit RTP criteria document and clearly state whether expectations have been met within each area. When a committee determines expectations are not met in an area, an explanation for this evaluation shall be provided.** The evaluation and recommendation shall be approved by a simple majority of the committee. An abstention shall count as a negative vote.
- c. All committee members shall sign the unit RTP committee evaluation and recommendation. Any member of the unit committee may submit a minority report. If any minority reports are submitted, a cover sheet signed by all committee members shall be included to indicate that they have reviewed the minority report(s).
- d. The RTP file, including evaluations and recommendations from the unit committee and from the unit chair (if provided), shall be forwarded to the dean.

305.6.4 Evaluation and Recommendation by Unit Chair

The chair may make a separate written evaluation and recommendation as part of the performance review. If such is the case, the chair shall not serve as a member of the unit RTP committee.

305.7 Evaluation and Recommendation by the Dean

The RTP file, containing the evaluation and recommendation of the unit RTP committee, and unit chair, if the latter provided a separate review, shall be forwarded to the dean for review. The dean shall prepare a separate written evaluation and recommendation based ~~primarily~~ on

information in the RTP file PAF and WPAF. The evaluation shall address the criteria within the relevant unit RTP criteria document and clearly state whether expectations have been met within each area. When the dean determines expectations are not met in an area, an explanation for this evaluation shall be provided. The RTP file, containing the dean's evaluation and recommendation, shall be forwarded to the University Review Committee (URC).

RATIONALE: These changes are to ensure RTP evaluation letters from unit committees and deans address unit RTP criteria and are consistent across campus.

Distribution List:

President
Provost
AVP Faculty Affairs
VP Student Affairs
School Deans
Antelope Valley Dean
Library Dean
Department Chairs
General Faculty

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

EC

Renaming Schools to Colleges: Academic Affairs Re-organization

RES 222330

- RESOLVED:** That existing schools be renamed to colleges.
- RESOLVED:** That no new colleges or schools be created until such a time as the Academic Senate has created policies and procedures for the creation of colleges and schools, respectively.
- RESOLVED:** That no changes to existing staff and MPP structure be made; therefore, no positions be created or transferred (MPP and Staff) as a result of the renaming of schools to colleges.
- RESOLVED:** That no costs associated with renaming be transferred to schools or departments.
- RATIONALE:** The renamed organizational structure provides many benefits to the University. Among these benefits are opportunities for fundraising, alignment with majority of CSU campuses and with other similar universities, increased student recruitment, and more logical structure for accreditation purposes.

Attachment:

1. School Elevation Exploration Committee (SEEC) Recommendations
2. Summary of campus community survey and open forum
3. Memos from AS standing committees

Distribution List:

President

Provost

Campus Community



Date: March 20, 2023
To: Senate Executive Committee
From: School Elevation Exploratory Committee (SEEC)
Co-Chairs Deborah Boschini (AVP Faculty Affairs) & Steve Frye (English Department Chair)
Re: Recommendations to Academic Senate

Background

The School Elevation Exploratory Committee (SEEC) was constituted in 2022 by the Academic Senate to consider whether the four academic schools should be elevated to the level of colleges and whether additional levels of academic structure should be considered in the future.

Membership

The composition of SEEC was determined by the Academic Senate, including the following: two Department Chairs from each of the four Schools, the ASI President (or designee), two School Deans, two Senate Executive Committee members, a representative from Antelope Valley, and a representative from the WS Library.

Process

The members of SEEC met several times to consider these structural questions and develop recommendations. Feedback from the following stakeholder groups was incorporated into SEEC's discussions: Department Chairs Leadership Council (DCLC), Graduate Program Directors, Associated Students, Incorporated (ASI), Deans Council, and the Provost's Council.

The committee considered the history of CSUB's academic structure over time and the processes used to restructure academic units, reviewed the structures of other CSU campuses, and identified potential benefits and concerns related to restructuring. Provost Harper confirmed that expenses related to renaming schools to colleges would be funded by administration.

Results

SEEC developed recommendations based on identification of the following potential benefits and concerns (current and future):

Potential benefits identified by stakeholders:

- Improved image as metropolitan university
- Consistency with other CSU campuses
- Budget benefits (donor sponsorship of naming opportunities)
- Opportunity for organized growth by adding Schools as part of existing structure
- Opportunity to locate Doctoral programs in Schools
- Opportunity for programming synergy and efficiency
- Alignment with accreditation expectations

Potential concerns raised by stakeholders:

- Additional work of implementing change
- Perceived change for the sake of change
- Budget concerns (cost of MPPs, staff, etc.)
- Increased ratio of administrators to faculty
- Potential for restructuring to be used to ineffectively address personnel issues
- Space constraints
- Impact on advising and student success/progress
- Impact on Antelope Valley

Recommendations

SEEC recommends to the Academic Senate that the four existing schools be elevated to colleges. There was broad support for this recommendation from stakeholder groups.

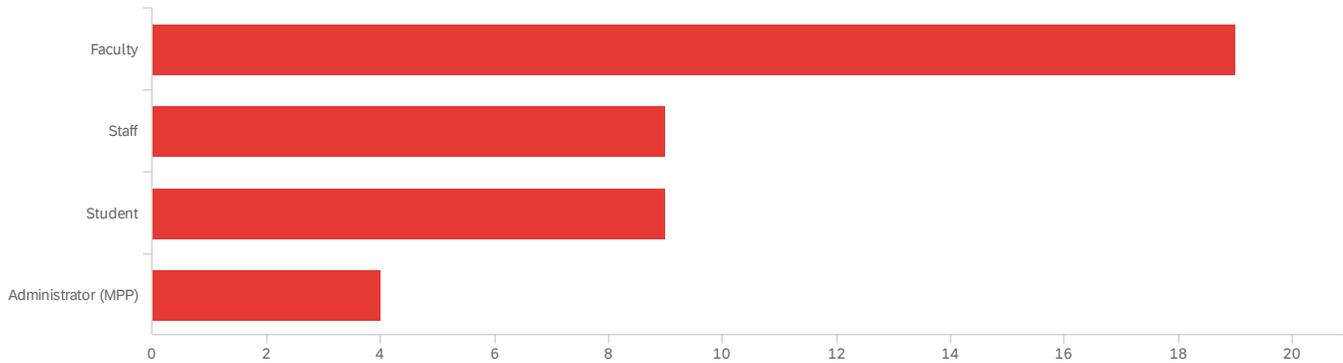
SEEC recommends that the Academic Senate develop an approval process for the formation of future schools within the colleges. By doing so, the Academic Senate would establish authority over the development of this process, as well as authority over the approval of future school proposals.

Default Report

Schools Elevation Feedback

April 10, 2023 10:58 PM PDT

Q1 - What is your affiliation with CSUB?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	What is your affiliation with CSUB?	1.00	4.00	1.95	1.03	1.07	41

#	Field	Choice Count
1	Faculty	46.34% 19
2	Staff	21.95% 9
3	Student	21.95% 9
4	Administrator (MPP)	9.76% 4

41

Showing rows 1 - 5 of 5

Q2 - Do you support Schools being elevated to Colleges? Yes or No. Please explain your choice.

Do you support Schools being elevated to Colleges? Yes or No. Please explain...

Yes. It will help in overall recruitment efforts when compared to other CSU campuses that have colleges instead of schools.

Yes, the elevation will support fundraising and the perception of the university with stakeholders.

Yes, I think we have matured as a university to take that next step.

Uncertain at this point. I'm worried that it will open the door to creation of schools that will have associated costs that may be too much for university of our size. I understand the pros of colleges, but does it make sense for smaller universities?

No; it seems like an extensive amount of work that doesn't really change the structure. If we aren't ready to go to Colleges, schools and departments then maybe that is when we make the change instead of doing it halfway now and then a second change down the road.

Yes! I absolutely support the elevation to "colleges," primarily for the prestige associated with the term and for the fundraising possibilities. It is a bonus that it is more in line with the majority of the CSUs.

Yes

yes; It provides more prestige and gives space for departments to become schools within the colleges

Yes, it's consistent with other campuses and sounds more elevated.

Yes, My department would like to become a School

Yes. This seems to make sense and has several benefits as presented by the taskforce. In addition, I think that we should "elevate" Graduate Studies to a College as well. Many other CSU campuses have this structure and it would increase the ability of graduate program administration to smoothly and efficiently oversee and expand graduate programs.

Yes, to create more room for growth

Yes.

NO. How will this benefit students? Sounds like more opportunity to hire administrators and "appear" fancy to the outside. I think it will also pull more faculty out of teaching to being program managers, program directors etc...

Absolutely I do. I feel like the funding structure would greatly benefit students and student driven projects as well as boosting enrollment numbers. The only 3 CSUs left that have schools instead of colleges have the lowest enrollments in the system.

No. I believe we've discussed it in our department meetings, but my concern is that our department will end up bearing the costs of changing from schools to colleges. I have further concerns that changing from schools to colleges will lead to more administrators. This is funding that can, and should, be going towards the students and the current building infrastructure that make a student's education at CSUB better. Changing this name does not positively affect students like converting funds to student education would.

Yes, needed for accreditation purposes for some professional degrees.

Do you support Schools being elevated to Colleges? Yes or No. Please explain...

Yes

No. There are no advantages to renaming schools into colleges. All programs can be (and are) accredited no matter if they are housed in a school or a college. Schools can be named the same as colleges can. There are plenty of examples across the CSU system for that. The system does not care if a campus has a school or a college structure. On the other hand, the costs for the conversion are real, both present and future. The money spent on the conversion is better invested into the classroom. It will also eat up a lot of faculty and staff time to facilitate a conversion. In the future, the proposed new structure will result in a further increase in administrators (with accompanying staff), further reducing the funding available for instruction. Overall, this proposal is the opposite of student centered.

No. The potential concerns clearly outweigh the benefits. The taskforce recommendations indicate that this might lead to more administrators; we don't need more administrators.

Yes, I support Schools being elevated to Colleges and agree with the potential benefits identified in the SEEC Recommendations.

Yes

I strongly support the elevation. We need to get in sync not only with the rest of the CSU system, but academia as a whole.

he benefits (even though fewer in number than the concerns) outweigh those concerns. Bakersfield is large enough to offer more Doctoral programs, and not lose those potential "keepers" in programs. Additionally, the opportunity for organized growth is much more attractive than the argument for just growth for growth's sake. Finally, the budget benefits that other institutions in the CSU system are enjoying would be a boon to C.S.U.B.

Maybe What's the difference? Is it just saying "college" instead of "school"? More information beyond "synergy" buzzwords are needed to make an informed decision.

Yes. Potential benefits identified by stakeholders: • Improved image as a metropolitan university • Consistency with other CSU campuses • Budget benefits (donor sponsorship of naming opportunities) • Opportunity for organized growth by adding Schools as part of the existing structure • Opportunity to locate Doctoral programs in Schools • Opportunity for programming synergy and efficiency • Alignment with accreditation expectations The pros outweigh the cons. Especially the aspect of alignment with accreditation expectations. To help with recruitment and marketing efforts to increase our student population, both undergrad and graduate students. Allows for opportunities for employment for many that have become stagnant in their roles due to stagnant job options at the university. We are losing excellent employees because they don't see a future working at this campus compared to other CSU's, private institutions, and community colleges. Change is innovation, and we have been stuck in the 80s for too long.

Yes. I think it elevates CSUB's already sound reputation as an university and would give a feeling of pride for a student to say they are attending a "college" at our university.

End of Report



To: Academic Senate

From: Executive Committee, Academic Senate

Re: Feedback regarding Resolution 222330 Rename Schools to Colleges – Academic Affairs Re-Organization

Feedback from the standing committees of the Academic Senate –

1. AAC – Chair John Tarjan

- a. The committee supports moving forward with the change from schools to colleges for the existing schools.
- b. The committee believes that the formulation of clear guidelines and criteria for the creation of new schools and colleges (analogous to the work done in relation to new academic department formation recently) should be added to the SEEC recommendation that “the Academic Senate develop an approval process for the formation of future schools within the colleges.”
- c. The committee feels strongly that costs related to the conversion should not be borne by academic departments (e.g. The Management/Marketing Department).
- d. Committee members wonder why the following potential benefit was included when there is no consistency across campuses.
 - i. Consistency with other CSU campuses.
- e. Committee members also feel that the following listed benefits may be a stretch in that other CSU campuses can realize the same benefits without colleges.
 - i. Budget benefits (donor sponsorship of naming opportunities)
 - ii. Alignment with accreditation expectations.

2. AS&SS – Chair Elaine Correa

- a. Concerns that AV has not been discussed and how this impacts the AV campus.
- b. Suggestion for Graduate College to be considered in the decision to vote for the change – I indicated that the request was simply to elevate from Schools to Colleges and not to discuss the number of Colleges but that I would obtain confirmation on my understanding.
- c. Majority of the committee members were not in favor of supporting this request because there was no data provided as to the outlined perceived benefits. Concern that the

campus constantly indicates a desire to make 'data-informed decisions' but is asking the campus community to decide without being 'data-driven'.

- d. More data requested on whether the name change really impacts accreditation since the university has not been denied accreditation without a name change.
- e. Would like more data on whether a name change really makes a difference to students and if there are any implications for recruitment purposes or accreditation purposes – data support would be helpful rather than just opinions or comments.

3. BPC – Chair Charles Lam

- a. BPC generally endorses the elevation. However, BPC would like to know more about the items of concern addressed in the report (for example, what is the actual cost? What is the actual impact to Antelope Valley?) The general consensus is to proceed.

4. FAC – Chair Mandy Rees

- a. FAC members reviewed the resolution carefully keeping in mind issues related to faculty and are in support of the renaming.
- b. The Senate resolution ensures faculty control of the process of proposing and approving any new schools or colleges, which FAC supports.

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD

ACADEMIC SENATE

MINUTES

THURSDAY, FEBRUARY 2, 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>

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

Visitors: E. Adams, T. Balmori Perez (virtual), J. Basilio (virtual), D. Boschini (virtual), Janine Cornelison, K. Conder, R. Dugan (virtual), A. Gomez-Navarro (virtual), F. Gorham (virtual), D. Jackson (virtual), J. Medina (virtual), G. Ochoa Vega (virtual), D. Perez-Granados, S. Roberts (virtual), D. Saini, K. Susa, L. Zelezny, and K. Ziegler-Lopez.

- A. Call to Order
- B. Approval of Minutes
 - a. December 1, 2022 ([attached](#))
 - b. E. Correa motioned to approve; C. Lam seconded. Approved.
- C. Announcements and Information
 - a. President Zelezny's Report (**Time Certain: 10:10 AM**).
 - i. Recently returned from Board of Trustee's meeting. Discussed fall enrollment and are optimistic regarding CSUB's enrollment trends. Kern County's enrollment trends do not reflect statewide trends. Student enrollment and growth is strong. Black History Month events include Unity Breakfast on Friday honoring faculty and staff. Chancellor Search town hall on February 8. One of three in-person town halls for the CSU Chancellor search.
 - b. Elections and Appointments- M. Danforth ([attached](#))
 - i. See attached election presentation.
 - ii. Some software issues with voting software. Once corrected, will retrieve the statewide senator results and distribute.
 - c. Guests- K. Susa and K. Conder (**Time Certain: 10:20 AM**).
 - i. (K. Susa) Faculty athletics representative. Discussed student athletes and the 5 pillars of academic integrity and success.
 - ii. Discussion:

1. (A. Lauer) Q. Is there standardized support for student athletes? (K. Susa) Can say that what we provide here in our Kegley Center is very good. They keep very close tabs on the students' schedules, when they are traveling, and have the foresight to prepare the student for being absent.
 2. (T. Salisbury) Q. How open is athletics to change? Student athletes are some of the most supported students on campus. Discussed multiple challenges with student athletes, and concerns about their ability to choose their major. (K. Susa) Believes there needs to be an increase in collaboration and having K. Conder on board will increase collaboration and create a successful environment for the students athletically and academically. Also believes student athletes should major in what they want to major in.
 3. (J. Millar) Comment: Discussed counseling center and scheduling ability to meet with students, particularly student athletes. Introduced Ghazal Abbas and Jose Medina as new counselor faculty members to the campus. Discussion of transgender athletes, athletes with disabilities, and counseling protocols.
 4. (J. Tarjan) Comment: Weight training, conditioning, practice schedules, etc. can be quite rigid and limit student options and choices.
 5. (M. Rush) Request information regarding practice schedules and the majors of student athletes.
- iii. (K. Conder) New athletics director. Open to change and understands college athletics is a very dynamic space. Supports the structure of CSUB and integration of athletics in the university community. Intends to conduct a listening and learning tour.
- D. Approval of Agenda (**Time Certain: 10:05 AM**). [Note: Technical issues with new meeting location – Senators who motioned to approve and seconded were not recorded]
- E. Reports
- a. Provost's Report
 - i. (V. Harper) Black History Month has many events and activities. Success in cluster hires. Spring 2023 General Faculty meeting is tomorrow, February 3. Challenges: enrollment and changes in student behaviors. Will share his presentation through email to the faculty. In the presentation will be discussion of investments in the university. Governor invested 85 million dollars in CSUB for the Energy and Innovation Center. Want to create and expand scholarship opportunities. \$100,000 will be put towards expanding CSUB's work in energy and innovation; primarily devoted to release time. Release time funds to be interdisciplinary. California Energy Research Center (CERC) will receive significant portion of the funds and lead in the interdisciplinary distribution of funds.
 - ii. Discussion:

1. (M. Martinez) Asked for clarification regarding the title of CERC. (V. Harper) California Energy Research Center (CERC). Current CERC director is Dr. Anthony Rathburn. Intends to expand its visibility on campus. (M. Martinez) Hopes for larger discussion on the broader history of energy as possible multi-disciplinary approach.
 2. (T. Salisbury) Hopes for more transparency, interaction, and integration across the whole campus. Sees inequity in faculty and student opportunities.
 3. (A. Rodriguez) Will there be outreach to community organizations? Sees lots of potential. (M. Rush) Continues discussion of outreach and visibility. Suggests faculty presentations. (V. Harper) Absolutely. Discussed Carbon Sequestration Symposium and possible additions.
- b. ASCSU Report ([attached](#))
- i. (M. Martinez and J. Millar) See attached handout.
 - ii. Discussion:
 1. (J. Tarjan) Suggestion for coordinating or putting in place a better mechanism for communicating with local community colleges.
- 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 (virtual)
 1. Recently returned from CSSA Plenary at San Jose State. Chancellor's Office looking to create a system wide committee to look at advising across the CSU and are excited to see how that progresses. Also Student Trustee Linares recently visited.
 2. Over 1,000 students picked up free bus passes.
 3. Starting ASI elections soon.
 4. Looking forward to the Chancellor Search; Open forum February 8 from 12 to 2 PM in the Dore Theater.
 5. ASI Board meets every Friday at 3 PM in the MPR Student Union and via Zoom.
 - ii. Executive Committee - M. Danforth
 1. Current business includes Exceptional Service Awards call; committee formed and ready to review those applications.
 2. Been looking at ATI and accessibility referrals.
 3. Academic Integrity Committee is meeting and working on academic integrity for graduate students and some of the new complications with ChatGPT and other AI tools.
 - iii. Academic Affairs Committee (AAC) - J. Tarjan ([attached](#))
 1. (J. Tarjan) Working on the GVAR committee structure and function. See attached report in agenda materials.
 - iv. Academic Support & Student Services Committee (AS&SS) - E. Correa ([attached](#))

1. See attached report in agenda materials.
- v. Budget and Planning Committee (BPC) - C. Lam ([attached](#))
 1. (C. Lam) Discussed three referrals and status on time blocks. Thanks F. Gorham regarding space utilization reports and Legislative Analyst's Office (LAO) calculations. Also, thanks chairs from DCLC regarding usage needs. Discusses Friday utilization challenges and the need for maximum classroom utilization Monday through Friday. See attached report in agenda materials.
 2. Varied discussion regarding time block and space utilization issues. (A. Rodriguez) Discussed option of Friday being used for classes that only meet once a week. (D. Solano) Discussed option of moving to 50 minutes per unit vs 55 or 60. (M. Danforth) Discussion regarding workload issues and building of break times into the time blocks. (H. He) Discussion regarding using a similar formula to other campus that are achieving high space utilization. If possible, suggests sharing this discussion with general faculty so they are made aware, as many probably do not know or understand the challenges.
- vi. Faculty Affairs Committee (FAC) – M. Rees ([attached](#))
 1. (M. Rees) Discussing RTP referral regarding the calendar. See attached report in agenda materials. M. Danforth has also attended FAC meetings to discuss accessibility of instructional materials.
- vii. Staff Report - S. Miller
 1. (S. Miller) Nothing to report. Q. to BPC regarding status of referral #21. (C. Lam) BPC has approved and are waiting on AS&SS.

F. Resolutions (**Time Certain: 10:45 AM**)

- a. Consent Agenda
- b. New Business
 - i. [RES 222315](#)- "Academic Probation" Terminology Change AAC and AS&SS
 1. (J. Tarjan) Presented RES 222315. AS&SS chair, E. Correa had to step out. (D. Jackson) Discussed background of the referral.
 2. Discussion:
 - a. (J. Tarjan) Q. Is there any particular advantage to waiving first reading? (D. Jackson) No.
 - b. (J. Millar) Q. Changes CSU wide? (D. Jackson) Yes, there are several campuses that have already changed the language and seen great outcomes. For example, E. Adams can speak to her experience at CSU Northridge.
 - c. (A. Hegde) No feedback for the committee. Will bring back next senate meeting for second reading.
- c. Old Business

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

- a. (J. Tarjan) Comment: Academic integrity discussed in Executive Committee (EC). There are many different processes and policies and frequently contacted regarding someone not understanding the processes and procedures. Encourages clarification and communication regarding these different processes. (B. Street) Agrees with J. Tarjan regarding the need for clarification. (T. Salisbury) E. Callahan has done multiple tours and open forums regarding Academic Integrity and has provided a lot of information. It sounds like she needs to be called upon again.
 - b. Spring 2023 General Faculty Meeting tomorrow, February 3 at 9:00 AM in the Student Union Multi-purpose room. E. Callahan will be there to discuss items related to academic integrity. Breakfast and lunch provided and funded by Provost Harper.
- H. Adjournment
- a. A. Hegde adjourned the meeting at 11:29 AM.

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD

ACADEMIC SENATE

MINUTES

THURSDAY, MARCH 30, 2023

10:00 A.M. – 11:40 A.M.

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

Absent: E. Correa (excused), A. Hegde (excused), M. Rush

Visitors: E. Adams, M. Ayuso, D. Boschini (virtual), S. Bozarth (virtual), J. Cornelison (virtual), M. Espinoza (virtual), K. Flachmann, A. Gomez-Navarro (virtual), F. Gorham (virtual), A. Grombly (virtual), D. Jackson, A. Jacobsen (virtual), Y. Moreno (virtual) H. Niemeyer (virtual), M. Novak (virtual), G. Ochoa-Vega (virtual), E. Poole-Callahan (virtual), S. Roberts (virtual), D. Saini (virtual), M. Slaughter, L. Zelezny, K. Ziegler-Lopez

A. Call to Order

M. Danforth called the meeting to order. She read a statement acknowledging CSUB's stewardship of the land of the Tejon Tribe.

B. Approval of Minutes

- a. March 16, 2023 – D. Solano moved to approve. A. Rodriguez seconded. Approved.

C. Announcements and Information

a. President Zelezny's Report –

- Future of Agriculture Conference – The President is attending today to support A. Hegde who is leading the panel discussion at the [Maddy Institute](#).
- The Board of Trustees (BOT) approved Juneteenth - More from HR
- CSUB Juneteenth celebration planned.
- Diversity Action Plan for next year - Thanks to those who attended.
- Strategic Plan Open Forum - Monday April 10, 10:30-Noon in person at Student Union MPR and virtually. CSUB received \$38 million philanthropic support toward our progress.
- Squirrel Control – There is movement behind the scenes.

- Walk and Talk – Resuming in-person meeting, April 10, 2023, 10:00. Meet in front of the President’s office to walk to Edible Garden.
- Cesar Chavez Day – Reflect on his leadership and be productive.
- Cesar Chavez will be awarded a posthumous Honorary Doctorate at the Graduation Ceremony, Saturday, May 20th
- International Management Class trip to Great Britain and Ireland – President Zelezny will travel as co-leader with D. Olson.

Q: The ASCSU learned that the [Cozen O’Connor](#) firm report on Title IX will be headed to campuses before the BOT meeting. Will it be distributed to our campus? (J. Millar) The President had a long meeting with the law firm to review their methodology and hear their report. The process was delayed. CSUB is the last to be presented with the findings. There will be commendations and recommendations. Cozen O’Connor will share a written report and then the President may be able to vet for accuracy and then return to them. The firm will be sharing their broad system-wide report this summer and a campus report by end of the year. No surprises. More staffing and other resources needed to document commendations on training and professional development that folks don’t realize are happening. The resources gaps are on better communications; Make sure everyone understands the policy and practices. She’ll be asking the system for funds for an additional support. The President has money set aside for staff and faculty compensation.

Comment: LA Times featured an [article](#) today about the proposed legislation to repeal existing legislation banning government travel to anti-LGBTQ states. J. Tarjan asked that CSUB strongly support State Senate leader Toni Atkins’ proposed legislation. Exception 6 seems to apply particularly to our faculty and yet we’ve been hesitant to make the case either on individual campuses or as a system. He expressed disappointed in the system and CSUB that they didn’t fight harder. (J. Tarjan) Response: L. Zelezny will be a loud supporter of the repeal of the travel ban.

Comment: There remains controversy about [AB 927](#) Public postsecondary education: community colleges: statewide baccalaureate degree program. The California Community College (CCC) system creates programs that are not in their region. Interim Chancellor Kester indicated that the CSU won’t be moving forward on any more requests from the CCC. (J. Millar) Response: The process is changing. The CSU is trying to get their hands around it. The Presidents have not been informed. It may be occurring at the Academic Affairs level. The Provost would be the one to know more about it. The CSU is trying to collect those requests and vet them, and if they need our input as a regional campus for testimony, they’ll reach out to us for an explanation, context, etc. That information would be entered into a collective matrix of those requests. This will continue to be challenging for us. They feel they have to do it. We followed the process of the law, and it didn’t work. The

President will inform us, yet the Provost will know the most about it. (L. Zelezny) ASCSU representatives J. Millar and M. Martinez will be writing a resolution stating the faculty's position. (J. Millar) The CCC have not followed the spirit of the law and the Chancellor's Office (CO) is a step behind. Unfortunately, the Presidents' have their marching orders from the CO and it's not helpful to the rest of us. As a result, the faculty discussed how to be more proactive about the process. M. Martinez acknowledged the President's remarks made last year; it has to be a faculty-driven issue. There is no guidance from the CO. Faculty is left standing alone to counter proposals from the CCC. We know Bakersfield College (BC) has three more programs lined up after their Public Safety BA, which competes with our Criminal Justice BA. If we try to respond individually or as a department, we will be on the losing end of this. There's an appreciation that the offices of Presidents across the system haven't been given leeway how to act. M. Martinez has conversed with several members of BC. The process has not been consultative, collegial, nor friendly. We want to come up with a campus-wide plan, formally or at least informally, so each department isn't getting picked off one-by-one by these CCC programs. We're not in a good place as a system or as a campus to deal with AB 927. (M. Martinez)

Response: The faculty position aligns with the President's. Please work with the Provost. She is interested to hear about the plan for a change and why they think it strengthens it. Even the Lieutenant Governor who sits on the BOT supports moving aggressively on CCC offering BA degrees. (L. Zelezny)

b. Elections and Appointments- M. Danforth
 Senator Staff

Janine Cornelison, Advising

Committee on Professional Responsibility (CPR)

BPA: Jing Wang, Accounting & Finance

NSME: Yize Li, Physics & Engineering

Faculty Honors & Awards Committee (FHAC)

A&H Standing Member – Monica Ayuso, English

A&H Alternate – Second Call ends April 10, 5 p.m.

BPA Standing Member – Jing Wang, Accounting & Finance

BPA Alternate - Second Call ends April 10, 5 p.m.

Faculty Teaching & Learning Center Advisory Board (TLC)

SS&E – Allison Evans, Psychology

Library – Kristi Chavez

General Education Curriculum Committee (GECCo)

A&H – Jonathan Young, Philosophy & Religious Studies

BPA – Atieh Poushneh, Management & Marketing

NSME: Bilin Zeng – Mathematics

SS&E: Second Call ends Tuesday April 11, 5 p.m.

Research Council of the University (RCU)

NSME: Eduardo Montoya, Mathematics

SS&E: Richard "Aaron" Wisman – Advanced Education Studies

University Program Review Committee (UPRC)

A&H: Angel Vazquez-Ramos, Music

NSME: Dayanand Saini, Physics & Engineering

SS&E: Yeunjoo Lee – Advanced Education Studies

University Review Committee (URC)

A&H: Second call ends Monday, April 10, 5 p.m.

NSME: Paul Smith – Biology

Calls for At-Large nominations to elected positions forthcoming.

D. Approval of Agenda

RES 222324 Addendum to the Academic Calendar 2023-2024 is on the Consent Agenda. (M. Danforth) The amendment is to add a deadline for textbook orders. (C. Lam) D. Solano moved to approve the Agenda. H. He seconded. Approved.

E. Reports

a. Provost's Report – V. Harper

- BPA Search Committee – Thank you to the members for bringing outstanding candidates. The Provost makes the reference calls, personally. He'll have conversations with the President and leadership team. There will be an announcement after Spring Break.
- Modality and Space – Met with DCLC yesterday. Thank you to M. Slaughter for her leadership, and welcome J. Tarjan as the incoming DCLC Chair.
- Interim Director Academic Advising – Thank you to the Senate for moving forward on this position. The Provost and D. Jackson met with the advising leads to craft a call. Thanks to advisors to help support the effort. We're moving forward with a faculty assistant for advising, as requested by Senator Solano on behalf of faculty advisors.

b. ASCSU Report – J. Millar presented on behalf of she and M. Martinez. There were 28 resolutions presented. The Senators voted for faculty trustee candidates to go before the Governor for his appointment. The candidates are R. Sabalius (incumbent) Professor of German, and D. Yee-Melichar, Professor of Gerontology at SF State. Trustees Fong and Simon visited the ASCSU. T. Parhum, President of CSU Dominguez Hills and part of the JEDI conversation, addresses the ASCSU at every plenary, focusing on how we can continue to stimulate people of color to come to the university and stay. He advocates for the university system to be able to present to people of color in ways which they would want to be a part of the university community.

- 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 Alternate M. Espinoza – Elections are being wrapped up. The new Board to be announced at the next meeting.
 - ii. Executive Committee- The EC continues to have extra meetings to prioritize business for the remainder of this semester, for the Summer Senate, and the carry-over items for next year. The EC's Summer Senate project is to improve the Handbook. There are language inconsistencies and some duplication. (M. Danforth) There is a need to clarify what the Handbook is and isn't. Is it a faculty handbook, or a university handbook? Some things belong in a policy manual, student conduct manual, etc. (J. Tarjan) The Summer Senate is the collective EC from 2022-2023 and the new EC 2023-2024. (M. Danforth)
 - iii. Academic Affairs Committee (AAC)- J. Tarjan (*handout*) Refer to the handout. AAC is happy to have worked through many items.
 - iv. Academic Support & Student Services Committee (AS&SS)- (*handout*) Co-chair A. Rodriguez spoke on behalf of the Chair, E. Correa who is conducting interviews for her department. Referral #24 Bylaws Change to Membership of the AS&SS committee was voted unanimously in support by the committee. The resolution is presented today. Refer to the handout for other topics of discussion and actions.
 - v. Budget and Planning Committee (BPC)- C. Lam (*handout*) Refer to report. Juneteenth just approved by the BOT as a campus holiday. Expect another Academic Calendar update.
 - vi. Faculty Affairs Committee (FAC) – M. Rees (deferred)
 - vii. Staff Report- S. Miller there are many staff members who participated in Future Runners Day who were excited to see future students.

F. Resolutions

- a. Consent Agenda
 - RES 222324 Addendum to the Academic Calendar 2023-2024 – Approved
- b. New Business
 - RES 222322 Change Title from Small Business Management Concentration in the BSBS Program to “Entrepreneurship Concentration” – J. Tarjan presented on behalf of the AAC. The title is descriptive of what the program does. The courses have evolved in scope. The courses are listed. The expertise of our faculty is skewed toward entrepreneurship and away from small business.
 - RES 222323 Reclassify Assistant VP to Associate VP IRPA and Associate VP GRaSP - C. Lam presented on behalf of the BPC. The request to EC came from the Provost to elevate the titles to provide equity amongst the Provost Council and reflect the current role of these positions in the market. Refer to

the resolution attachment. Q: Does the reclassification come with increased pay? (D. Solano) A: There might be a small increase. Moreover, it brings the titles in the Handbook up to date. The title, Assistant VP GRaSP posed a challenge since most positions in the system are Associate VP. The change is so people feel comfortable coming to our campus. (V. Harper) Q: Was there any opposition in BPC? A: There was discussion about pay, but otherwise the committee agreed that in order for these positions to become competitive in the market and provide equity to the Provost Council, the elevation is needed. It's a small change in pay. (C. Lam) A: Provost has also approved pay for staff, faculty and administrators, continually. (V. Harper)

RES 222325 Bylaws Change to Membership of Academic Support and Student Services Committee – Brought forward by the EC. We have moved the VP ASI from ex-officio non-voting to a voting member.

c. Old Business

RES 222317 Periodic Evaluation/Performance Review Calendar-Handbook Change – M. Rees presented on behalf of the FAC. The issue was inconsistent lengths of time provided to unit level committees in the RTP process, from 12 days to 26 days. Now that the Provost is final level of review, we're suggesting 28 days for unit level review. There was concern over who can serve on a committee and whether or not post-tenure can serve on a committee. FAC picked cleanest solution. If one is coming up for review, they cannot serve on the committee. (M. Rees) They should be able to serve. If not, it poses a hardship to his department. Next year, there won't be enough people in the Review Committee for certain disciplines. J. Tarjan moved to undo the changes to "j" under 305.6.1. D. Wu seconded. Discussion on the motion: There should be the option to elect Review Committee members who may be requesting promotion that academic year. For example, the Management and Marketing department elected a large committee to rep 12 disciplines, but only 10 can review. (J. Tarjan) The vote for the motion carried. Revert 305.6.1 item j. to its original wording. M. Rees moved to keep the word "review" so the processes included lecturers. J. Tarjan seconded. D. Wu moved to change the header 305.6 The Unit ~~RTP~~ Committee. Since we see only part of the document from the Handbook, we could be creating other conflicts in this document. (C. Lam) Change academic year to semester (D. Solano) M. Rees is OK with withdrawing the resolution to have it worked by the Summer Senate. (M. Rees) Could it be presented with a broadening and limited presentation how it's interpreted by departments? (J. Rodrigues) Provost Harper spoke on behalf of Dr. Boschini who suggested it be addressed by the Summer Senate. (V. Harper) D. Solano moved to strike ~~academic year~~ and add semester, 305.5.g. Faculty reviewed in the fall could then serve in spring. It may solve the situation where there is not enough

tenured faculty. (D. Solano) J. Tarjan moved to edit g., adding, with the exception of those undergoing PTR not requesting promotion. D. Solano seconded. Q: Is the change consistent with the practice we have? (J. Millar) A. Post-tenure review goes to the unit committee, the Dean, and then it's done. Faculty could still serve on lecturer and probationary faculty reviews. The motion would allow this. (M. Danforth) Comment: There is a need to structure the Handbook, not just this section, or one sentence at a time. H. He supports having the Summer Senate give overall clarity to the Handbook. (H. He) Motion passed. Then, the vote on the resolution as a whole was taken. The majority voted in favor. The resolution passed.

RES 222318 Graduation Writing Assessment Requirement (GWAR) Committee Membership and Charge – J. Tarjan presented on behalf of the AAC. The vote by a show of hands, carried. Resolution passed.

RES 222319 Discontinuation of the Master of Science in Administration - J. Tarjan presented on behalf of the AAC. No changes since First Reading. There is a teach-out plan included in the packet. The vote favored unanimously. The resolution passed.

RES 222320 Bylaws Change to the Composition of the Budget and Planning Committee - C. Lam presented on behalf of the BPC. The change is to add, or designee to CFO membership. No comments to First Reading. The resolution passed unanimously.

RES 222321 Faculty Hall of Fame – Handbook Change - M. Rees presented on behalf of the FAC. People are in favor of the process. There was only one comment, resulting in edits to the term, Emeritus. Emeriti is the plural. The FAC requests that the Provost's office ask each awardee which terminology the awardee prefers - Emerita, Emeriti, or Emerit. The vote resulted in approval of the resolution.

G. Open Forum

Topic: Bakersfield's Sister City, Wakayama, Japan is celebrating our 60-year anniversary. The Wakayama choir is holding a free concert at Centennial High School, 7p.m. (H. He)

Topic: In consultation with two programs that rely on Instructional Related Activities (IRA) funding, faculty and the Runner News, is there any update on the responses to their application this year? (A. Rodriguez) The IRA hasn't met since before the pandemic. The ASI Executive Director hasn't responded to request for information. (M. Slaughter) IRA was postponed due to rule changes with IRA funds at another institution that affects all of us. The committee may meet in April. (T. Salisbury)

Topic: The documentary, *The Hong Konger*, will be shown April 12, 5:30 at the Student Union Multi-Purpose Room. This is the type of documentary about human rights and social justice one would want their students to watch. The story is 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. (M. Martinez) Sammy Chu has worked with LGBTQ, Jewish Community on Hunger, Protect the Vote, and is willing to come to any class to talk to those issues. If one wishes to schedule time to speak to him or bring him to your class, contact C. Lam or M. Martinez. (C. Lam)

J. Tarjan moved to extend the meeting by 10 minutes. (J. Tarjan) The motion carried.

Topic: Summer Session – Please put course requests forward as soon as possible. The students begin enrolling April 10. (M. Novak)

H. Adjournment

M. Danforth adjourned the meeting at 11:40

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD

ACADEMIC SENATE

MINUTES

THURSDAY, APRIL 20, 2023

10:00 A.M. – 11:45 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 (virtual), H. He, C. Lam, A. Lauer, M. Martinez, J. Millar, S. Miller (virtual), M. Rees, J. Rodriguez, A. Rodriguez, M. Rush, T. Salisbury (virtual), A. Sawyer (virtual), D. Solano, B. Street, J. Tarjan, M. Taylor (virtual), M. Espinoza (C. Vollmer Alt.- virtual), D. Wu, B. Bywaters/Analyst Retired Annuitant, K. Van Grinsven (Senate Analyst) (virtual).

Visitors: E. Adams (virtual), J. Armentor (virtual), S. Bozarth (virtual), D. Boschini (virtual), D. Cantrell (virtual), J. Cornelison (virtual), D. Fowler (virtual), R. Dugan (virtual), A. Gomez-Navarro (virtual), F. Gorham (virtual), G. Ochoa-Vega (virtual), S. Roberts (virtual), Z. Zenko (virtual), and Cindy Zugina-Prado (virtual).

A. Call to Order

- a. 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

- a. March 30, 2023, E. Correa moved to approve. C. Lam seconded. Approved.

C. Announcements and Information

a. Elections and Appointments

- i. M. Danforth presented the status of elections and appointments. See attached documents in agenda packet.
- ii. Discussion:
 1. (A. Lauer) Q. Does the Academic Integrity Policy Violations Committee investigate administrative staff or just faculty? (J. Tarjan) A. It is an advisory group to the student conduct officer. (A. Lauer) Q. Is there anything in place for staff and administration? (J. Tarjan) Would be addressed to the President.

b. Enrollment Management

- i. D. Cantrell conducted his presentation. See attached documents in agenda packet.
- ii. Discussion:

1. (J. Tarjan) Q: There is a need for faculty to be on the Enrollment Management Committee. (D. Cantrell) A: There are faculty on this committee. Will be sure they are listed on the committee composition and added to the presentation.
 2. (A. Rodriguez) Comment: Opportunities for intersection in these pillars, such as reputation and recruitment. Made suggestion for mobile recruitment event at high schools. (D. Cantrell) Part of the work of the planning groups will be ideas like what A. Rodriguez presented and strategies for implementation.
 3. (D. Wu) Comment: Suggests University Advancement and Alumni Association to get involved in some of these activities, such as programs, research topics, etc. (D. Wu) Working with K. Watson and she has suggested the same.
 4. (J. Millar) Q. Counseling participated in Future Runner Day. Curious on if there was any feedback. (D. Cantrell) Very positive event. Allowed for all the pillars discussed to work together. Strong number of intents to enroll the week before and week after the event. Overall numbers are trending high.
 5. (D. Solano) Comment: Celebrate CSUB Event that used to take place was open to families. Very positive event and encourages it to be brought back.
 6. (M. Rees) Q. We used to get contact information about students who had been accepted and planned to major in a specific department. There is a scholarship offered in her department to incoming students and they need that information to award it. An important part of reputation and recruitment includes campus appearance. Recommendations can be made regarding what needs improvement. (D. Cantrell) Yes, if information is needed regarding students who have been admitted to your major, please contact him.
- c. Faculty Honors and Awards
- i. N. Michieka, Chair of the Faculty Honors and Awards Committee (FHAC) presented on behalf of the committee the following recommendations:
 1. Outstanding Lecturer - Mandy McMasters, Music and Theatre
 2. Promising New Faculty – Liaosha Song, Geology
 3. Faculty Scholarship and Creative Activity - no awardee
 4. Faculty Leadership and Service Award - David Gove, Mathematics
 5. Millie Ablin Excellence in Teaching Award - Rebecca Larson, Mathematics
- D. Approval of Agenda
- a. Addendum #1: Item on the Consent Agenda: RES 222326 Addendum to Academic Calendar 2022-23 and 2023-24 – Juneteenth

- i. (M. Rees) Q. Did the resolution change the number of instructional days? (C. Lam) EEGO was asked but did not receive a response. (M. Rees) Moved to pull off this resolution off the consent agenda and place under "New Business." J. Tarjan seconded. Approved to move to "New Business."
 - b. Addendum #2: (M. Rush) Moved to adjust order of RES 222334 and RES 222335 to the beginning of "New Business." E. Correa seconded. Approved to move up to the top of the list of New Business.
 - c. (E. Correa) Moved to approve the modified agenda. H. He seconded. Agenda approved as modified.
- E. Reports
 - a. Provost's Report
 - i. (V. Harper) Thanked D. Cantrell, the Academic Senate, faculty, students and staff for their hard work.
 - ii. Will be scheduling receptions by schools to recognize faculty that have been awarded tenure. Posters will be put up to celebrate their accomplishments. Invitations to be sent out soon.
 - b. ASCSU Report (tabled)
 - 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 (tabled)
 - ii. Executive Committee- M. Danforth (tabled)
 - 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
 - vi. Faculty Affairs Committee (FAC) – M. Rees (*handout*)
 - vii. Staff Report- S. Miller (tabled)
- F. Resolutions
 - a. Consent Agenda
 - b. New Business
 - i. RES 222334 RTP 2nd Year Review Materials – Handbook Change
 - 1. M. Rees presented resolution for first reading on behalf of FAC.
 - 2. Discussion regarding how department criteria can vary and challenges with situations of early tenure and optional 4th year review from M. Rush and D. Solano. J. Tarjan argues against this resolution.
 - 3. D. Wu and H. He provided comments regarding specifics of hard copy letters and 3 inch binder requirements. Specify font size as it affects the reading of the file. (M. Rees) Not the section they are reviewing in the Handbook. (A. Hegde) Can be brought up for future Senate.

4. (B. Street) Comment: Part the charge and intent of the FAC committee is to allow the opportunity for unit discretion.
 5. (V. Harper) Q. Requests for M. Rees to share the rationale behind this resolution. (M. Rees) A. Give the University Review Committee and Provost access to the first semester of a tenure-track faculty members' work. Right now, these materials are the only portion that does not get seen by all levels of review. Believes that it was when the volume of materials to be submitted became so great, that changes were implemented to limit the volume of material required.
 6. (M. Danforth) Comment: Suggestion to streamline 305.4.2.10 second paragraph.
- ii. RES 222335 RTP Evaluation Letters – Handbook Change
1. M. Rees presented resolution for first reading on behalf of FAC.
 2. Discussion: (J. Tarjan) Comment: What does “enough service” mean? What does the explanation need when expectations are not met? Lack of specificity is problematic. (B. Street) Discussed rationale for why specificity is limited. (M. Martinez) Agrees with J. Tarjan. There must be more specific language regarding service. Leaving it too generalized creates a larger problem. (T. Salisbury) Does not believe faculty that are going through this experience are being consulted. (C. Lam) Believes this resolution helps the University Review Committee clarify the process of evaluation and making a decision.
- iii. RES 222326 Addendum to Academic Calendar 2022-23 and 2023-24 – Juneteenth
1. C. Lam presented the resolution on behalf of BPC.
 2. Continued discussion from earlier regarding the number of instructional days. (C. Lam) Received message that the Calendar Committee already anticipated the addendum of Juneteenth in the Summer Calendar when calculating the number of instructional days.
 3. M. Rees moved to waive first reading. M. Rush seconded. Waiving first reading approved. Second reading conducted. No discussion. Vote resulted in unanimous approval. Resolution carried.
- iv. RES 222327 Election Attempt Limit – Revert to Appointment
1. C. Lam presented resolution on behalf of BPC.
 2. (M. Danforth) Language needs to be changed from “Academic Handbook” to “University Handbook” and additions should be bold and underlined.
 3. (M. Rush) What would happen operationally if there are no nominations? Is there a list of people who haven't performed service? (M. Danforth) The EC would seek interested parties. (M.

Rush) Suggests that the EC contact those in the school that the at-large position opened up because of.

- v. RES 222328 Graduate Studies – Graduate Studies Committee Handbook
 1. J. Tarjan presented the resolution for first reading.
 2. D. Fowler provided comments regarding context.
- vi. RES 222329 Approval of the Minor in Environmental Sustainability
 1. J. Tarjan presented the resolution for first reading on behalf of AAC.
 2. Discussion regarding two upper division courses in a minor.
- vii. RES 222330 Renaming Schools to Colleges: Academic Affairs Re-organization
 1. M. Danforth presented on behalf of the EC for first reading. It has been sent to all Standing Committees.
 2. Discussion: (A. Hedge) Summarized feedback from open forums. (M. Rush) Q. What is the intent? What has the benefit of change been to other institutions? Her opinion is that there is an intent to grow more MPPs. (A. Hegde) There will not be any new MPP positions and deans will remain as deans without any salary or responsibility changes. Institution will not create any new colleges or schools until there is a procedure in place. (M. Rush) Would like to see a history of alignment with other CSUs who started off as colleges. (A. Hegde) This resolution would allow the Senate more voice in the process and in coming up with procedures. (D. Solano) Has there been any examination of the costs? (V. Harper) The genesis of this discussion started with the faculty during the Strategic Planning process. Would create an opportunity for the expansion of the University and creation of new academic programs for the benefit of students, placing the Academic Senate at the center of the policy creation process. Cost is de minimis. Example: stationary, logos. No salary increases or changes.
 3. (M. Rush) Need more clarification and details on why this change would help our growth, student recruitment, accreditation. (A. Hegde) Can send this request to School Elevation Exploration Committee (SEEC). The campus community should have received the report.
 4. (A. Rodriguez) Participated in the sub-committee discussion. Does not feel that enough information and data was provided. (A. Hedge) This resolution would create a process and policy giving faculty and the Senate decision making authority.
 5. (T. Salisbury) CSUB needs to be more forward thinking, and faster moving.

6. A. Hegde requested motion to extend five more minutes on this subject. D. Solano moved to approve. C. Lam seconded. Approved.
 7. (V. Harper) Reiterated how important it is that the Senate take a strong role in deciding on the future of the university and its role in transparency.
- viii. RES 222331 Statement on Campus Modality (deferred)
 - ix. RES 222332 Statement on Reducing Educational Material Costs at CSUB (deferred)
 - x. RES 222333 Honorary Doctorate Award – Procedures Update (deferred)
- c. Old Business
- i. RES 222322 Change Title from Small Business Management Concentration in the BSBA Program to “Entrepreneurship Concentration”
 1. (J. Tarjan) No discussion or changes since first reading. Vote taken. Approved unanimously. Resolution carried.
 - ii. RES 222323 Reclassify Assistant VP to Associate VP IRPA and Associate VP GRaSP
 1. (C. Lam) No discussion or changes since first reading. (D. Solano) Q. Regarding salary increase. (C. Lam) Committee acknowledges that if there needs to be an elevation, a small salary increase is understood.
 2. (M. Rees) Friendly amendment to change “Academic Handbook” to “University Handbook” and that all changes are bolded and underlined. (A. Hegde) Confirms change will be made. Vote resulted in three objections. Majority in favor. Resolution carried.
 - iii. RES 222325 Bylaws Change to Membership of Academic Support and Student Services Committee
 1. (C. Lam) No discussion or changes since first reading. (J. Tarjan) Request for editorial changes with proper title for Vice Presidents. Vote resulted in no objections. Resolution carried.
- G. Open Forum
- a. Topic: Previous Open Forum discussion on fumigation of squirrels impacting the kit foxes, which are an endangered species and protected under the ESA. Since then, there has been a petition lead by students with over 2,000 signatures through change.org. The administration met with students during a listening session. Discussion regarding forming a Biodiversity Advisory Committee made up of faculty and students to provide advice on biodiversity to the administration, particularly in regard to the Endangered Species Act. When we have an actionable item, the Senate will be updated. There is a pause on fumigation until a decision is made on the proper way to deal with it. (A. Hegde)

- b. Topic: More discussion about kit foxes than faculty of color. There was a diversity workshop on campus and there was little faculty attendance. We've got to do better. (T. Salisbury)
- c. (A. Hegde) Requests an extension of 10 minutes. C. Lam motioned to extend. M. Rush seconded. Approved.
- d. Topic: The Hong Kongers: Jimmy Lai's Extraordinary Struggles for Freedom documentary showing was successful and well attended. The movie is now available on [YouTube](#). (M. Martinez)
- e. Topic: History of Women & Gender & Sexuality – event Friday 9:00 am – Noon. (A. Rodriguez)

H. Adjournment

- a. A. Hegde adjourned the meeting at 11:45 AM.

DRAFT

**Academic Senate
California State University, Bakersfield
2023-2024**

Position	Name	Department	Term Ending
Chair *	Aaron Hegde	Economics	May-24
Vice Chair *	Melissa Danforth	Computer & Electrical Engineering and Computer Science	May-24
CSU Senator *	Brian Street	Kinesiology	May-26
CSU Senator *	Janet Millar	Counseling	May-25
A & H	Tiffany Tsantsoulas	Philosophy & Religious Studies	May-25
A & H	Mandy Rees	Music & Theatre	May-24
BPA	Di Wu	Accounting & Finance	May-24
BPA	Sumita Sarma	Management & Marketing	May-25
NSM & E	Maureen Rush	Mathematics	May-24
NSM & E	Danielle Solano	Chemistry & Biochemistry	May-25
SS & E	Zachary Zenko	Kinesiology	May-25
SS & E	Adam Sawyer	Teacher Education	May-24
Antelope Valley Rep	Melanie Taylor	Criminal Justice	May-24
At Large	Heidi He	Nursing	May-24
At Large	Antje Lauer	Biology	May-24
At Large	Elaine Correa	HD and CAFS	May-25
At Large	John Deal	Economics	May-25
At Large	Tracey Salisbury	Ethnic Studies	May-24
At Large	Alicia Rodriguez	History	May-25
Staff Representative	Janine Cornelison	Advising	May-25
ASI		ASI President	May-24
Dean Representative			
VP Academic Affairs **	Vernon Harper	Provost and VP Academic Affairs	

Alternate

Monica Ayuso, Fall 2023

* Executive Committee

** Ex-Officio, Non-Voting Member

The Academic Senate is a body by which the General Faculty exercises its powers as described in Article III, Section 2 of its Constitution. The Academic Senate shall perform all duties consistent with the formulation, adoption, review and revision of recommendations relating to the policies and operations of the University, within the limits prescribed by the constitutions of the General Faculty and the Academic Senate, the policies of the Board of Trustees, and the laws of the State of California. Full-time faculty member - two-year term

Meets every-other Thursday during semester session. Time 10:00 – 11:30

2023-2024 AY Meeting Schedule

Academic Senate

Fall 2023

August 31
September 14, 28
October 12, 26
November 9
December 7

(Thanksgiving Break 11/23/23 – 11/24/23; Winter Break 12/21/23 – 1/18/24)

Spring 2024

January 25
February 8, 22
March 7, 21
April 11, 25
May 9 (last 2023-2024 meeting and 2024-2025 organizational meeting)

(Spring Break 3/24/23 – 3/31/23)

All meetings are scheduled from 10:00 - 11:30 a.m.

Location:

Academic Senate Executive Committee

Fall 2023

August 29
September 12, 26
October 10, 24
November 7, 21
December 5

(Thanksgiving Break 11/23/23 – 11/24/23; Winter Break 12/21/23 – 1/18/24)

Spring 2024

January 23
February 6, 20
March 5, 19
April 9, 23
May 7, 14 (Summer Senate; outgoing and incoming Executive Committee)

(Spring Break 3/24/23 – 3/31/23)

All meetings are scheduled from 10:00 - 11:30 a.m.

Location:



The Academic Senate: How It Works

**California State University,
Bakersfield**



ACADEMIC SENATE CSU

- **Provides the official voice of the faculty in matters of system-wide concern**
- **Provides the means for the faculty to participate in the collegial forms of governance which is based on historic academic traditions as recognized by California law**
- **Promotes academic excellence**
- **Is the formal policy-recommending body on system-wide academic, professional, and academic personnel matters**

(Academic Senate CSU Constitution, Article 1, Section 1)

<http://www.calstate.edu/AcadSen/>

Role of the Academic Senate CSU



- **Offers advice on all issues regarding the operations of the system while respecting the principle of campus autonomy through:**
 - Resolutions
 - Senate and CSU system-wide committee participation
 - Position papers
 - Direct communication with the administration
- **Promotes two-way communication to/from local senates**
 - Academic Senate Chairs Council
 - Intersegmental Committee of the Academic Senates (ICAS) - Represents three systems

CSUB Academic Senate

The purposes of this organization shall be:

- (1) to exercise the rights and authority specifically delegated to the Faculty by the Board of Trustees as well as the Chancellor of the CSU**
 - developing policy that governs the awarding of grades and granting of degrees**
 - making recommendations to the University President on matters including fiscal policies and budgetary priorities (added June 28, 2018)***

- (2) to serve as the primary consultative body in the University in formulating, evaluating and recommending to the president policies concerning**
 - curriculum & instruction**
 - appointments, promotion, evaluation & granting of tenure to faculty members**
 - academic administrative matters of the institution**

- (3) to serve as the primary body through which members of the faculty may express opinions on matters affecting the welfare of the University**

How Business Moves Through CSUB Faculty Governance

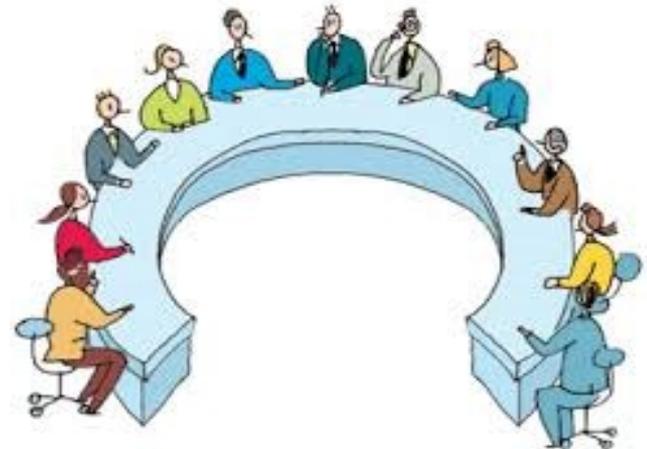


Detailed [Process Map on Senate Website!](#)

Procedures

The regular order of business subject to change by majority vote:

1. Call to Order
2. Approval of Minutes of Previous Meeting
3. Announcements and Information (Guests: limited time/time certain; Floor: brief)
4. Approval of Agenda
5. Report from CSU Academic Senators
6. Provost's Report
7. Committee Reports (Can be suspended or delayed for urgent business)
8. Resolutions
 - a. Consent Agenda (automatically approved with agenda)
 - b. Old Business
 - c. New Business
9. Open Forum Items
10. Adjournment

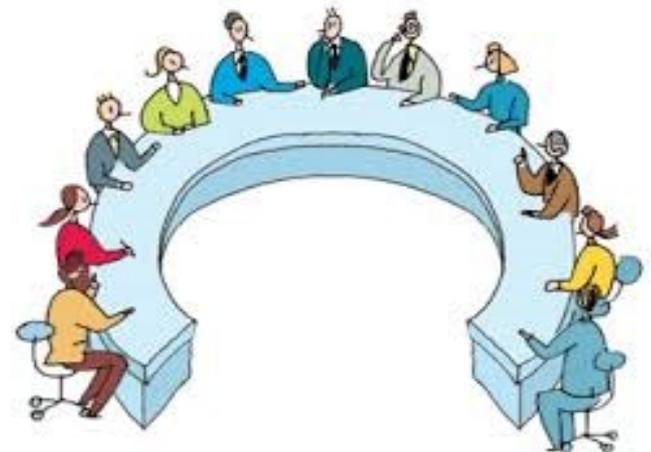


Robert's Rules: Making a Motion

A motion is a proposal that the entire membership take action or a stand on an issue.

How to make a motion

1. Raise hand, get permission to speak
2. "I move that (BAS) CFO be added as an ex-officio non-voting member to BPC"
3. Wait for your motion to be seconded
4. Chair will restate if seconded
5. Expand your motion
6. Put question to Membership
7. Vote on motion



See handout *Introduction to Robert's Rules of Order*

Resolution Process



Two reading rule

- Allows Senators time to reflect on the issues
- Can be waived under certain circumstances

Facilitating rules move discussion within democratic process:

- Reading materials before the Senate meeting
- Request to be added to the speaker list (Vice Chair maintains)
- Speaking only twice on an issue and not repeating comments
- Comments must concisely address the merits of the motion on the floor

Standing Committee Rules

- Standing Committee Chairs shall be elected by the Academic Senate from its membership at the Organizational Senate meeting at the end of Spring semester
- The Summer Senate shall appoint members of each Standing Committee, which shall be subject to ratification at the first regular Senate meeting of the Fall semester
- Topics for policy recommendations come to a Standing Committee only on *Referral* from the Academic Senate Executive Committee or the Senate Chair
- *Notice of Referral* shall be included in the Academic Senate Log, which shall be attached to the next Senate Agenda



Standing Committee Rules

- Each Standing Committee Chair may appoint subcommittees without membership restrictions.
- All Standing Committee meetings shall be open. Committees may, by a simple majority vote, go into closed session to consider matters that are required to be held confidential, such as but not limited to appointments, recommendations concerning naming of facilities, or other similar items. However, regular business of each committee shall be in open session.
- The presence of a majority of voting Committee members shall constitute a quorum.
- Standing Committee Chairs shall provide progress reports on the work of their committees at the regular meeting of the Academic Senate.



Academic Affairs Committee

The Academic Affairs Committee shall consist of the following *voting* members:

- Eight faculty members
- One student - ASI VP University Affairs

And *ex officio* & *non-voting* members

- AVP for Academic Programs
- Director Academic Operations



Academic Affairs Committee

The Academic Affairs Committee functions shall be to review and report to the Academic Senate its recommendations regarding:

- All new academic policies, procedures, programs, and curricula having inter-school or all-university impact;
- Proposed changes to the University Catalog that have inter-school or all-university impact;
- The Academic Plan; and
- Proposed changes in the implementation of the General Education Program.

In addition, the Academic Affairs Committee shall serve as the University Curriculum Committee for interschool programs that have required courses for majors and/or minors (i.e., not electives) in more than one school



Academic Support & Student Services Committee

The Academic Support and Student Services Committee shall consist of the following *voting* members:

- Six Faculty members
- One Librarian
- One Student Services Professional
- One Staff member



Also, *ex officio*, and *non-voting* members:

- Vice President for Student Affairs
- Dean of Libraries
- Executive Director of Associated Student, Inc. (ASI)
- Associate Dean Undergraduate and Graduate Studies
- Vice President for Enrollment Management
- Director of Academic Operations
- Vice President of ASI, or a designee

Academic Support & Student Services Committee

The Academic Support and Student Services Committee functions shall be to make policy recommendations to the Academic Senate concerning:

- the library
- media services
- student services
- international students
- the cafeteria
- the bookstore
- the computer center
- the campus police



In the performance of this function, the committee shall monitor the University's academic support and student services programs and make recommendations to the appropriate administrator

Budget & Planning Committee

The Budget and Planning Committee shall consist of the following *voting* members:

- Six Faculty
- One Librarian
- One Staff member
- One Associate VP Student Affairs
- President Associated Students (ASI) or designee

Also, *ex officio and non-voting* members:

- Academic Senate Chair
- Provost
- Chief Financial Officer (VP BAS)



Budget & Planning Committee

The functions of the Budget and Planning Committee shall be to make recommendations to the Academic Senate on all policies and procedures related to:

1. **Setting institutional priorities**
2. **Allocating and utilizing University resources**
3. **Jointly with the Academic Affairs Committee**
 - Approve the Academic Plan
 - Review new academic programs
 - Review existing programs
 - Respond to the needs of the University's service region



The committee shall monitor the University's planning processes and coordinate revisions to the Mission and Goals Statement

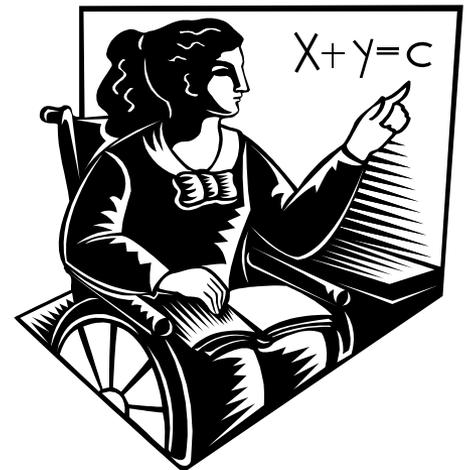
Faculty Affairs Committee

The Faculty Affairs Committee shall consist of the following voting members:

- Six Faculty
- One Librarian

Also, *ex officio and non-voting* member

- Associate VP for Faculty Affairs
- CFA Representative



Faculty Affairs Committee

The functions of the Faculty Affairs Committee shall be to:

- 1. Make recommendations to the Academic Senate on all policies and procedures concerning appointment, promotion, tenure, retention, evaluation, and other closely related matters**
- 2. Review and propose revisions to all sections of the Handbook**
- 3. Review and prepare recommendations concerning policies on faculty development, such as the University Research Council**



CSU Bakersfield

Guiding Principles

California State University, Bakersfield is actively committed to academic and personal exploration through open and respectful discourse.

As Runners We...

- Celebrate academic excellence
- Value integrity & self-reflection
- Embrace individual differences
- Collaborate to build community
- Engage in sustainable practices
- Strive to be local and global citizens
- Welcome new ideas
- Pursue life-long learning

In order to honor our shared purpose, we dedicate ourselves to these guiding principles.

Great conversations are based on*:

Mutual Respect – recognizing that everyone has valuable and important contributions to make and are valued for what they bring to the conversation.

Trust – having the ability to rely on each other because a safe environment exists in which dialogue can be shared freely without judgment or negative consequences.

Responsibility – recognizing the duty to uphold mutual respect, building trust, making contributions, and listening to colleagues.

Contribution – sharing your thoughts, experiences, and knowledge with others to enhance the conversation by providing various points of view, exploring many options, and highlighting potential solutions.

Listening - paying attention to the person speaking, giving everyone the opportunity to speak, and seeking clarity by asking questions to gain understanding.

* source: adapted from ¡*Excelencia* in Education!

**Thank you for your willingness
to dedicate your time and effort
to support shared governance.**

**Your voices and concerns are
important to the university
community, as are those
of the persons you represent.**



STANDING COMMITTEE INTEREST FORM 2023-2024

NAME _____

PHONE _____

Position / Title: _____

Department / Unit: _____

Standing Committee meetings are held on Thursdays, alternating with the Academic Senate meetings. The time block will be 10:00-11:30. All members must be available to participate on Thursdays 10:00-11:30.

Indicate your preferences by checking on the left those committees on which you would be eager to serve (mark XXX), happy to serve (mark XX), and willing to serve (mark X). (Student members are selected by Associated Students, Inc.)

_____ **ACADEMIC AFFAIRS COMMITTEE**

Functions: To (1) Review and report to the Academic Senate its recommendations regarding: (a) All new academic policies, procedures, programs, and curricula having inter-school or all-university impact; (b) Proposed changes to the University Catalog that have inter-school or all-university impact; (c) The Academic Plan; and (d) Proposed changes in the implementation of the General Education Program; (2) Serve as the school curriculum committee for interdisciplinary programs; and (3) Recommend to the Academic Senate action to be taken when there is disagreement among faculty involved in proposed changes to the Catalog and/or to academic policies, procedures, programs and curricula having inter-school or all-university impact.

Structure: Seven faculty (one from each of the (4) four schools and 3 at-large faculty members), and one student representative. In addition, the AVP of Academic Programs and the Director of Academic Operations shall serve as ex officio, non-voting members.

_____ **ACADEMIC SUPPORT AND STUDENT SERVICES COMMITTEE**

Functions: To make policy recommendations to the Academic Senate concerning the library, media services, student services, international students, the cafeteria, the bookstore, the computer center, and the campus police. In the performance of this function, the committee shall monitor the University's academic support and student services programs and make recommendations to the appropriate administrator.

Structure: Six faculty (one from each of the (4) four schools and 2 at-large faculty members), one librarian, one student services professional, and one staff member. In addition, the Director of Academic Operations, AVP Enrollment Management (or designee), VP Student Affairs (or designee), Dean of Libraries (or designee), and the VP of ASI (or designee) shall serve as ex officio, non-voting members.

BUDGET AND PLANNING COMMITTEE

Functions: To make recommendations to the Academic Senate on all policies and procedures related to (1) setting institutional priorities, (2) allocating and utilizing University resources, (3) jointly, with the Academic Affairs Committee, approving the Academic Plan and new academic programs and reviewing existing programs, and (4) responding to the needs of the University's service region. The committee shall monitor the University's planning processes and coordinate revisions to the Mission and Goals Statement.

Structure: Six faculty (one from each of the (4) four schools and 2 at-large faculty members), one student services officer, one librarian, one staff member, and the President of Associated Students, Inc., (or designee). In addition, the Vice President for Academic Affairs and the Chair of the Academic Senate shall serve as an ex officio, non-voting member.

FACULTY AFFAIRS COMMITTEE

Functions: To (1) make recommendations to the Academic Senate on all policies and procedures concerning appointment, promotion, tenure, retention, evaluation, and other closely related matters; (2) review and propose revisions to all sections of the Handbook; and (3) review and prepare recommendations concerning policies on faculty development, such as the University Research Council.

Structure: Six faculty (one from each of the (4) four schools and 2 at-large faculty members), and at least one librarian. In addition, the Assoc. Vice President for Faculty Affairs and a CFA Representative (CFA President, Vice-President or Faculty Rights Chair as determined by the CFA President) shall serve as ex-officio, non-voting.