

**CALIFORNIA STATE UNIVERSITY, BAKERSFIELD**

**ACADEMIC SENATE**

**Minutes**

**Thursday, March 17, 2022**

**Zoom Video Conference**

**10:00 a.m. – 11:35 a.m.**

**Members: A. Hegde (Chair), M. Danforth (Vice-Chair), B. Frakes, R. Gearhart (Alt.), A. Grombly, V. Harper, H. He, J. Kraybill, C. Lam, A. Lauer, J. Li, S. Magaña, M. Martinez, J. Millar, S. Miller, J. Moraga, M. Rees, A. Rodriguez, A. Sanchez, D. Solano, B. Street, J. Tarjan**

**Absent: M. Martinez (excused), J. Millar (excused)**

**Visitors: T. Anthony, J. Armentor, D. Boschini, S. Bozarth, M. Brown, D. Cantrell, C. Catota, J. Deal, R. Dugan, F. Gorham, D. Jackson, M. Novak, D. Perez-Granados, M. Rush, T. Salisbury, L. Vega, K. Watson, L. Zelezny, L. Zuzarte**

1. Call to Order

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

2. Approval of Minutes

E. Correa moved to approve the March 3, 2022 Minutes. C. Lam seconded. Approved.

3. Approval of Agenda

E. Correa moved to approve the Agenda. C. Lam seconded. Approved.

4. Announcements and Information

- Senate Protocol - To keep the business of the Senate going, anyone who speaks should begin by stating whether they are in support of or against the resolution and keep comments limited to the resolution itself. (A. Hegde)
- President's Report (L. Zelezny)
  - Board of Trustees meeting next week. Interim Chancellor to be announced
  - No change in vaccine policy for CSU. Some CSUB revisions for indoor masking.

- Budget Forum March 21, 11:00 a.m.
- Faculty Forum with the President March 29, 1:00 p.m.
- Nursing Impacted Status – The Nursing Program has impaction status. It means we can hold our students to a slightly higher standard. As we consider admissions for the Nursing Program, our goal is to not only admit high quality students in large numbers, but to also retain them. The department observed attrition. Students get in and they don't really know what being a nurse is all about. If a nursing student is lost, the slot cannot be replaced during the program. The Nursing Department has opted to make some changes to its impaction status criteria and the Chancellor's Office (CO) wants to make sure that everyone who needs to know has been notified of this very minor change. The Nursing Department is adding health care experience and certification to its admission requirements effective Fall 2023. Example: military, EMT, etc. We're just moving this to a primary application category. Student applicants who come in with this type of experience are more likely to finish. Q: What percentage of nursing students drop? (A. Lauer) A: Less than 5%. (D. Wilson) That's a good idea and happy to hear veteran service is included as a priority. Q: Is it a check box or certain amount of experience in a certain area? (President Zelezny) A: The Nursing Department is looking for actual experience within the past five years for points. Certification as a nurse's aide or respiratory therapist with five-year experience get eight points (D. Wilson) Comment: Impaction means that that we don't have enough seats to add admission. (J. Tarjan) Response: Generally, the Nursing department receives 350-450 applications for 70 seats. (D. Wilson) We created a Human Biology degree for students who couldn't get into the nursing program. Can they get points? (A. Lauer) A: That was in the preliminary request and CO said to take it out. Unfortunately, we can't do it if there's a previous track for Bachelor's degree. (D. Wilson)
- Ally Software Pilot Report – RES 202116 approved a year-long pilot of Ally accessibility assistance software. The CIO was asked to report the results to the Senate. (A. Hegde) Ally software is integrated into the Canvas learning management software. It allows us to champion three areas: 1) Students can choose how they want to see content from a variety of options 2) Faculty can see how to make content more accessible from an accessibility score and report. 3) It allows the institution to see progress toward our accessibility goals that we have in the Accessible Technology Initiative (ATI) under Executive Order 1111 and find major issues, and then see if there are any training sessions or interventions to address those issues. The CO subsidized the pilot in 2020. We

went into production in May 2020 and CSUB continues to pay a three-year annual cost of \$8500. The CO is looking for a system wide contract. (F. Gorham) Comment: Ally Software is not compatible with Chem Draw software which is used for chemistry drawing. D. Solano gets a huge red score because all the files uploaded for the class convert into PDFs that it can't read. There may be other disciplines that Ally doesn't work for. (D. Solano) Correct, there isn't any content listed when an image format is uploaded. (F. Gorham) Q: Aware of the need to be ADA compliant. Is there funding for training? There's a significant amount of work when every single document in a course has to be converted to be made accessible. Q: What percent of folks have converted their documents to be accessible? (E. Correa) A: The CO offers training on developing accessible content. We learned it's a long course and that's why we don't have many taking it. We are figuring out what other resources are needed. The ATI Steering Committee has approved a roadmap and funding to be presented to the Information Technology Advisory Council (ITAC) and then sent for the President's review. The work E. Correa has been doing with library on Open Educational Resources (OER) is awesome (F. Gorham) The Instructional Material (IM) portion of the ATI has lagged. As more courses move to virtual, it's important that the materials are accessible (A. Hegde) We're lagging behind in IM due to lack of support and resources. M. Danforth encourages faculty to check their Ally Report and if they don't understand something, make a request to the FTLC instructional designers to interpret error messages. (M. Danforth) A copy of F. Gorham's presentation is attached to these minutes.

- Elections and Appointments – M. Danforth
  - Senator Antelope Valley – Melanie Taylor elected 2022-2024
  - Senator Arts & Humanities – Monica Ayuso elected to complete term 2021-2023
  - Election for Senator At-Large ends today
  - Watch for Call for Nominations for school representatives on various committees

Your involvement is integral to shared governance. (A. Hegde)

5. ASCSU Report (M. Martinez, J. Millar)

M. Martinez and J. Millar are attending the ASCSU Plenary meeting.

6. Provost Report

Dean of NSME: Dr. Jianyu (Jane) Dong is the new permanent Dean. Thank you to all the faculty who participated and completed surveys that led to her arrival.

Dean IRPA: There were good candidates. The Provost is moving toward a conclusion.  
AVP GRaSP: Open forum for candidates today.

Schedule Build – The process is finishing. Thank you to all faculty and department chairs as we get ready for students in Fall 2022.

Space Utilization – Thank you to A. Lauer and others who are working with J. Hedges on the area where Faculty Towers stood. Ideas will be taken to the Master Planning Committee to revitalize the space.

## 7. Committee Reports and Requests

(Minutes from AAC, AS&SS, BPC and FAC are posted on the Academic Senate Standing Committee webpage, [here](#).)

- a. Executive Committee (M. Danforth) The EC met on Tuesday March 15. Chief Williamson joined the meeting to get feedback on the draft Emergency Operations announcement. Issues regarding the GECCo referral are going through multiple subcommittees as a shared governance practice. Those issues were discussed at length. New business: EC is trying to get information from the Academic Integrity Working Group and the University Program Review Committee (UPRC) Task Force to the sub-committees before we run out of time to conduct business this term. The EC is piloting a process to be used for curriculum requests where AAC functions as the campus wide curriculum committee for interdisciplinary programs. Requests that don't need Senate discussion to be sent via email to expedite the process. EC referred a request of a department name change from CAFS to Human Development CAFS to AAC. Time was also spent discussing the Senate Agenda.
- b. ASI Report (S. Magaña) ASI is busy with elections and finalizing events where students can learn about ASI. Take Out Tuesday featured women owned restaurants, Moo Creamery and Better Bowls. The ASI Board attended the CA Higher Education Summit to learn how to become better advocates for students on certain legislation. The California State Student Association (CSSA) is also advocating for CA Budget items such as funding foster youth at CSU.
- c. Academic Affairs Committee (AAC) (J. Tarjan) See report in the agenda.
- d. Academic Support & Student Services Committee (AS&SS) (E. Correa) See report in the agenda.
- e. Faculty Affairs Committee (FAC) (M. Rees) (deferred)
- f. Budget & Planning Committee (BPC) (C. Lam) See report in the agenda.
- g. Staff Report (S. Miller) Nothing to report.

## 8. Resolutions

### New Business

RES 212223 Approval of a BA in History with a Social Science Teaching Concentration  
J. Tarjan presented on behalf of AAC in the capacity of campus wide inter-school curriculum committee. Students who wish to teach social science may be confused with completing the BA and completing the coursework for the subject waiver within a credentialing program. This is an attempt to combine the two, to make the pathway clearer. No substantial changes were made to the curriculum and there is no opposition on campus. (J. Tarjan) To teach social science at the junior high or high school level, students need to demonstrate subject matter competency in areas beyond history. The expectation is that they would be hired as a social science teacher, not as a history teacher, in which one might be asked to teach history, economics, civics, or government. The ways to show competence to the CA Commission on Teacher Credentialing (CTC) are: 1) pass a standard test in social science 2) complete a subject matter program. CSUB offers the teacher credentialing test that deems them subject matter competent. When we moved from quarters to semesters, History offered a very different program. This new program, presented in RES 212223, integrates the subject matter program with any major program on campus and completion of a certificate which allows them to teach social sciences at the junior and high school levels. It makes it easier for students, faculty, and staff advisors. (A. Rodriguez) Comparing to what is currently in the catalog, the program follows the waiver; it has all the categories to choose from. It appears that there is no resource implication because it's already following what we do. (M. Danforth) Yes. Also, it's important that we keep the traditional History program. (A. Rodriguez) The price to pay for exams to prepare for this program makes it more equitable for our students. (E. Correa) Submit feedback to AAC. (A. Hegde)

RES 212224 Completeness of Periodic and Performance Review Files – M. Rees presented on behalf of the FAC. It addresses content and language. The content of current policy was clarified. If any required materials are missing, the unit committee can request these materials from the faculty member. Any materials that are added are noted in the log sheet. If no file is submitted, the review can continue by going to the Personal Action File (PAF). The PAF is the official file in the Dean's Office. Further, if the file is not submitted, the Unit Committee might be unable to return a satisfactory performance. The inaccurate language was cleaned-up in Handbook 305.5.3, where RTP was used as catch-all phrase. There are three kinds of review: Review for probationary faculty, the post tenure review, and the

periodic evaluation file for lecturers. The change incorporates all those categories. (M. Rees) A suggestion made to state the amount of time for the faculty member to respond to the committee if something is needed in the file. (D. Solano) FAC looked at whether, if there are 12 files, one would have enough time to look at them in one week. After significant discussion, it was left open. (M. Rees) The suggestion made to insert the calendar of review and to have a better explanation of the workflow in the rationale. It might be part of the wider issue of the review calendar in general. (M. Danforth) J. Tarjan thanked the FAC for working on this. Consider timelines because the lecturer review is internal to the school and timelines are not as critical. (J. Tarjan) A. Hegde thanked the FAC.

RES 212225 Task Stream Usage and Access Policies – C. Lam presented on behalf of the AAC, AS&SS, and BPC. The resolution addresses what is supposed to be uploaded and what to do with sensitive information. Currently, there is not consistent management of who has access to the files. M. Malhotra and D. Jackson were invited to BPC's discussion. Thank you to AVP AA, D. Jackson, for drafting the new policy attached to the resolution. The policy is a clarification of the purpose of the Access Management System (AMS), what could be uploaded, and the implementation of annual maintenance so only the people who should have access actually have access. (C. Lam) The current Task Stream template for the assessment plan has a field for stating who is responsible for the assessment item. That would violate the clause in the proposed policy about not identifying any individual faculty member. Q: Will the passage of the resolution cause a change in the Task Stream templates to be consistent with the new policy? (M. Danforth) A: That question was raised with D. Jackson in AAC. Her thinking was that rather than the person who is collecting the artifacts, the people who are responsible for it should be the committee reviewing the artifacts. (J. Deal) The request is for a "Help" field to explain that. Some departments allow the entire department to review a file. It would be a redundant set of fields in that type of assessment plan. (M. Danforth) In terms of anonymity, if one were to review a specific course, and there's only one person teaching that course, by default that faculty member is identified. Further, there were instances when information in Task Stream was made public. The suggestion is to add a statement that the information in Task Stream is not to be made public. (M. Rees) This is an example of shared governance. The issue was brought up by M. Rees and referred to AAC, BPC, and AS&SS. This underscores the importance to be involved in committees where one can have discussions that not everybody will be thinking about. Thank you to the three sub-committees. (A. Hegde)

Old Business

RES 212220 – Formation of General Studies Review Committee - J. Tarjan presented on behalf of AAC. The tracked changes show edits since the First Reading. AAC realized if it is charged with classroom observation and review of faculty, there should be faculty input on the General Studies (GST) faculty hiring. The current practice is for the Associate Deans to hire instructors. They may not have faculty input. The resolution specifies that the chair of the committee would provide input on individuals. (J. Tarjan) Move to amend. Change the Resolve #3 to develop guidelines and retention “FOR INSTRUCTORS.” (M. Danforth) E. Correa moved to approve. B. Frakes seconded. No objections. M. Rees moved to amend: Remove “retention review” and replace with “TO DEVELOP PERIODIC EVALUATION GUIDELINES AND CRITERIA FOR INSTRUCTORS WHO ARE NOT UNDERGOING REVIEW IN AN ACADEMIC DEPARTMENT.” E. Correa seconded the motion on the amendment. J. Tarjan moved on the recommendation of Provost Harper to amend the first Resolve #3. Because the work varies, he supports, “WOULD BE NEGOTIATED WITH THE OFFICE OF THE PROVOST”. J. Tarjan moved to approve. B. Frakes seconded. Discussion ensued. E. Correa was not in support. It does not provide equity across the board. It should not have differences for one group and not others. (E. Correa) Clarification needed on whether the 3 WTUs be saved or stricken. (M. Danforth) Consider that the UPRC has a significant amount of work. However, for GST, the work amounts to a few reviews and observations. M. Rees supports compensation as negotiated. (M. Rees) It could be a stipend or something else to be appropriate. J. Tarjan in favor of having the appropriate management negotiate. The intent is that reviewers are compensated fairly. (J. Tarjan) Agreement with J. Tarjan and M. Rees was expressed. It’s possible that there are only a couple people this would apply to. Q: Was the 3 WTUs intended to remain? (J. Deal) A: No. The resolution amended to read, “MEMBERS OF THE COMMITTEE BE APPROPRIATELY SUPPORTED BY STAFF AND COMPENSATED FOR A TWO-YEAR TERM OF SERVICE TO BE NEGOTIATED WITH THE OFFICE OF THE PROVOST.”

A. Hegde moved to extend meeting. Approved.

M. Danforth moved to accept the amendment to the resolution. Approved.

A. Hegde called for a vote on the amended resolution. Majority approved. No opposition. Approved.

RES 212221 Academic Calendar – Fall Recess Schedule – (deferred)

#### 9. Open Forum Items

- Summer Session 2022 – Now is the time to submit classes and courses. Please consider teaching and encourage others to teach this summer. (M. Novak)

- Asian American Pacific Islander (AAPI) Month – The campus is celebrating AAPI heritage in May. Please watch for announcement of events. (C. Lam)
- Visiting Scholar – Thank you to M. Novak for engaging the visiting scholar from Spain, M. Begonia Leyra. (E. Correa)
- Academic Integrity Workshop – Citation workshops and academic integrity workshops. <https://csub.libcal.com/event/8996017?hs=a>

10. Adjournment

A. Hegde adjourned the meeting at 11:35 a.m.

# Ally Update 2022 – Academic Senate

1. Ally is Accessibility Assistance software
2. Integrated with Canvas
3. Champions
  1. Students – access and consume content the way they want to consume it
  2. Faculty – provides help on how to make content more accessible
    1. In line with Universal Design
  3. Institution – allows us to see progress toward Accessible Technology Initiative (ATI) goals and Executive Order 1111
    1. Find major issues, develop training or interventions to address them
4. Chancellors Office
  1. Subsidized our Pilot 2019 - 2020
    1. \$10,000 for implementation
    2. \$6,500 for our first year
5. Pilot implementation – May 2020
6. Costs of Ally
  1. \$8500 annually

# Ally Update 2022 – Academic Senate

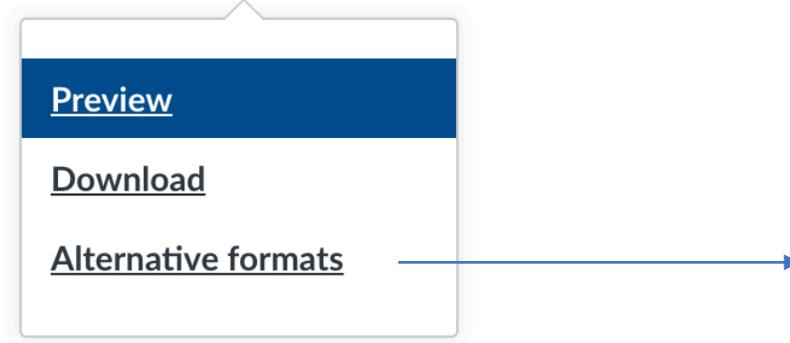
Example of a resource that was uploaded into one of my courses:

## Resource

Check out an overview of qualitative research from my previous [EDL 507 Applied Qualitative Research](#) ↓ class for an overview of the five most well-known qualitative methodologies.

## What Ally Provides

[EDL 507 Applied Qualitative Research](#) ↓ class for an overview



Download alternative formats ×

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Selected file:

-  EDL 507 Fall 2020 Qualitative Research Review.pdf
-  HTML  
For viewing in the browser and on mobile devices
-  ePub  
For reading as an e-book on an iPad and other e-book readers
-  Electronic braille  
BRF version for consumption on electronic braille displays
-  Audio  
MP3 version for listening
-  BeeLine Reader  
Enhanced version for easier and faster on-screen reading
-  Translated version  
A machine translated version of the original document
-  Help

# Ally Update 2022 – Academic Senate



January, 24 2022 – March, 14 2022

## Engagement with Alternative Formats

Launched the Alternative Formats window	11,054
Total downloads	5,056
Conversion rate	45.74%

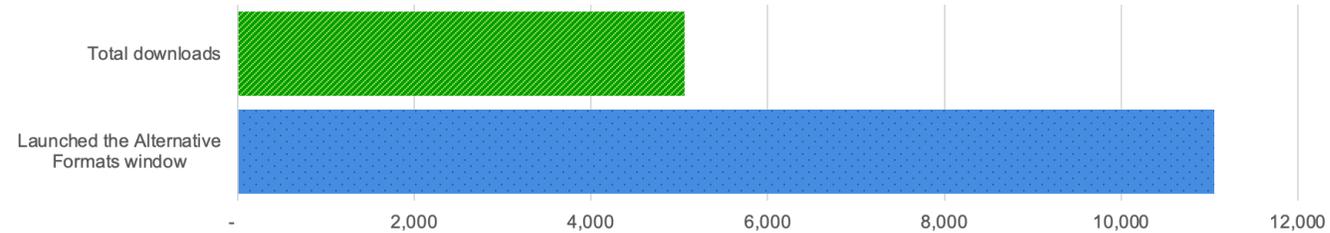
### Total downloads

5,056

### Total Unique User Downloads

1638

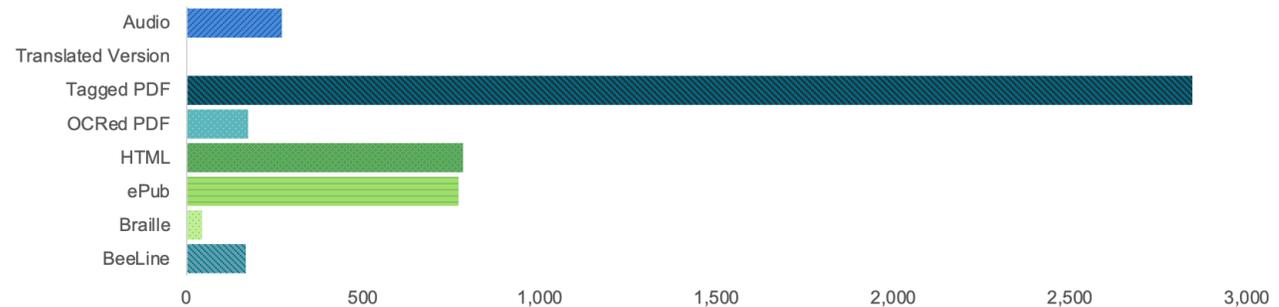
Engagement with Alternative Formats



## Distribution by Alternative Format type

BeeLine	169
Braille	44
ePub	770
HTML	783
OCRed PDF	174
Tagged PDF	2,845
Translated Version	0
Audio	271

Distribution by Alternative Format type



# Ally Update 2022 – Academic Senate

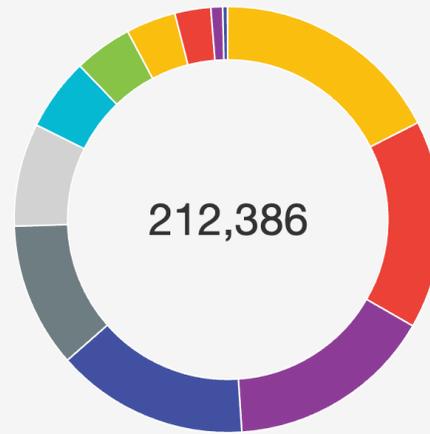
Spring 2022 ▾

Total courses



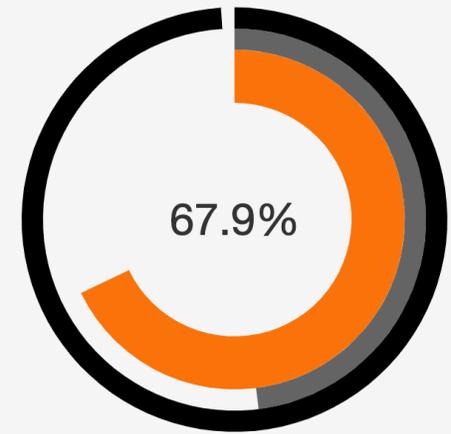
4,721% ↑

Total content created



3,543% ↑

Overall accessibility score



3% ↑

# Ally Update 2022 – Academic Senate

Examples of:

Accessibility issues

All	Severe	Major	Minor
1. <b>Document:</b> The document is scanned but not OCR'd	5,098		
2. <b>Document:</b> The document is malformed	70		
3. <b>Document:</b> The document is encrypted	15		
4. <b>Image:</b> The image can induce seizures	11		