CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE
AGENDA
Thursday, September 27, 2018
Health Center Conference Room
10:00 a.m. – 11:30 a.m.

1) Call to Order
2) Approval of Minutes
3) Announcements and Information
   - WSCUC Campus Update – V. Harper (Time Certain 10:05) (handout)
   - Elections and Appointments – A. Hegde and B. Bywaters
4) Approval of Agenda
5) ASCSU Report (handout)
6) Provost Report
7) Committee and Report Requests
   (Minutes from AAC, AS&SS, BPC and FAC are posted on the Academic Senate Webpage)
   a) Executive Committee (A. Hegde)
   b) Academic Affairs Committee (M. Danforth)
   c) Academic Support & Student Services Committee (E. Correa)
   d) Budget & Planning Committee (B. Street)
   e) Faculty Affairs Committee (M. Rush)
   f) Staff Report (K. Ziegler-Lopez)
   g) ASI Report (A. Schmidt)
8) Resolutions – (Time Certain 10:45 a.m.)
   a) Consent Agenda
   b) Old Business
   c) New Business
      i) RES 181902 Faculty on Sabbatical Serving on RTP Review Committee - First Reading
      ii) BPC Staff Appointment to complete term of member promoted to MPP
9) Open Forum Items (Time Certain 11:15)
10) Adjournment
CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE
Minutes
Thursday, September 13, 2018
Health Center Conference Room
10:00 a.m. – 11:30 a.m.


Absent: E. Correa


1) Call to Order
   A. Hegde called the meeting to order.

2) Approval of Minutes
   M. Slaughter moved to approve the August 30, 2018 Minutes. B. Street seconded.
   Approved.

3) Announcements and Information
   A. Hegde informed the members that Chair D. Boschini on Jury Duty through next week.

   It was President Zelezny’s first official visit to the Academic Senate. She is scheduled to return to the Senate deliver a report on October 25 and November 29.

   President Zelezny Report and Q&A (Time Certain) 10:05

   The Senators introduced themselves and the constituency they represent. President Zelezny has met with Academic Senate Chair Boschini to discuss issues to address with the Senate and what has become the President’s area of focus. This is her time to listen to what is important to the faculty and the students to build relationships of trust. She is continuing to learn about issues concerning transparency and the optics of shared governance and culture shifts on the expectations of what shared governance means, even at the Cabinet level. The Academic Senate Chair had shared with the President her concern and surprise about faculty searches. President Zelezny said decisions made on “replacements only” and not including Tenure Track was likely based on what the budget
scenario was thought to be. She’s asked the VP BAS to come forward to work with B. Street on a budget update. The President needs Senate consultation on the additional $1M received. The primary focus of those dollars is 1) improve faculty line 2) support high-impact practices (undergraduate research opportunities, the CSUB Service Learning) and 3) Study Abroad. She underscored that the consultation with faculty and students needs to happen soon. The President has asked Academic Senate Chair to present the results of the faculty survey to the Cabinet and how leaders can move forward with it. L. Zelezny thanked the body for the ideas. She has begun data-collection on things CSUB needs to have on the list of what to be proud of and what needs to be on the strategic plan. President Zelezny is inviting small groups of people to meet for coffee; it’s a chance for faculty to share ideas. It’s very important, as we go through this culture change, that it’s known that the President is sharing with Cabinet what is the expectation on transparency and what shared governance means. There are optic issues with the President’s salary. Her increase will be given back to benefit students. The students think the additional $1M funding will be used for faculty salary obligations. President Zelezny said that $1M is not for the obligation to contractual agreements. Students feel strongly that they were great advocates for the money gained. We have to have dialogue to build bridges here. The President is also hearing from the Statewide Senate Chair. She heard the concern over tenure-density and promises that there will be continuing discussion with the Provost. Other challenges: space issues, deferred maintenance, and new buildings in the Master Plan. The President made special meetings while at the Board of Trustees (BOT) meetings and learned that CSUB is 22/23 on the priority list for the Energy and Innovation Center Building. The President will be meeting with the VP BAS and the Cabinet to produce a priority report on the deferred maintenance. Regarding the new buildings, the President acknowledged that she needs to be an entrepreneur on behalf of CSUB. It’s on her shoulders to figure out how to increase revenue streams. She aims to consult with the faculty leaders on how to think innovatively on how to make additional revenue and/or divert revenue. After having meetings, she is thinking of different ways in hopes of mutual benefits on how to move up CSU’s list of priorities.
J. Tarjan thanked the President for her energy, optimism, and commitment. He sees the President having an outsized influence to the system and the Board of Trustees (BOT). CSU is more of a professional organization. The tenured faculty are partners in this professional organization. We go beyond everybody else at-will. Whatever Zelezny can do to change the language to change the BOT perception of the CSU would be beneficial. There has been BOT turn-over and Senator Tarjan is concerned about the shifting nature of work composition. The President of the university is the even-partner in charge of making tough decisions on behalf of students, faculty and staff. L. Zelezny said it’s important to be careful and intentional of the metaphor we will use related to culture. M. Martinez asked how did CSUB get so far down to 22/23 campus projects? L. Zelezny replied that all campuses are on the deferred maintenance list, but not every campus gets a place on the list of capital projects. CSUB is lucky to be in the top 25 of the capital projects approved by the BOT. Now in the pass-off, Zelezny has clear and persistent strategy on how to communicate the urgency of the CSUB projects to move the priority up. M. Martinez offered to help with articles and op-eds. L. Zelezny noted that next level is the design and the physical plan. Anything more than $40M has to go before the BOT. L. Zelezny needs the Senate leadership there to say they’ve been consulted, they’ve given input, and they are behind it and approve it. We need faculty and student leadership to testify before the BOT on their agendas. She will not make a decision on the $1M until she hears from Senate and ASI. She’s heard the message from faculty that they are looking for diversity. It takes time to hold search committees to the diversity hiring process. L. Zelezny reminded the group that it’s best to always go straight to person you report to the take the message. She will not go around the Provost, etc. J. Tarjan brought to the President’s attention that the recent Student Faculty Ratios (SFR) and Tenure Density are problematic because of the quarter to semester transition. It appears to be at system average, but it’s far below comparable institutions. L. Zelezny doesn’t want to give a message to Lecturers that they aren’t valued. It’s finding a balance. The tenure-track faculty are the ones doing research in undergraduate research and mentoring in their graduate school work. J. Tarjan is proud of CSUB for seeing Lecturers as equals; they’ve held important positions. The Legislature
need to know the strong correlation between tenure density and student success. M. Danforth shared that some duties require tenured faculty. There are growing pains around the imbalance of Lecturers and the need to handle growth in a healthy fashion. L. Zelezny said when we bring in junior faculty, we owe them time for their research. When consulting on the $1M, decide whether to suggest the augmentation of assigned time; Academic Operations to include additional lines for release time. It will be a Cabinet decision. A. Schmidt said that there is negative perception from some students on faculty tenure and they need an education of what tenured faculty means. J. Millar stated that there are only 200-250 counselors in the system to serve 400,000 students. Counselors are part of the counselor/faculty tenure density. She underscored the need for securing constancy of counselors here through competitive compensation to prevent the high turnover into the private sector. L. Zelezny values the work that counselors do. The Chair of the BOT has acknowledged that student mental health is a big concern. A. Hegde noted that the Senate was at Time Certain for Resolutions. J. Tarjan moved to extend the discussion for 10 minutes. M. Danforth seconded. Approved. C. Lam stated that a degree in physical sciences gets significantly more pay in the corporate environment. We need to think about strategy to entice faculty to stay. L. Zelezny wants all to be careful of the contract obligations and equity, and to be open to ideas. A. Hegde stated that last year the Senate approved a resolution on additional Tenure Track lines. That is still the faculty’s main concern; to support the resolution. L. Zelezny read the resolution. Be mindful of diversified thinking. The students will want input. Think collaboratively. We’ll work on that money that was hard earned and put it to good collective use.

4) **Approval of Agenda**
   M. Dhada moved to approve agenda with time certain moved to extend Q&A ten minutes. M. Danforth seconded. Approved

5) **ASCSU Report** (handout)
   J. Tarjan reported that traditionally the state offered funds to build buildings. There is the hope that UC and CSU can get a bond through (a general obligation bond which the state
would pay for). Every member of the board knows that the campus infrastructure needs can’t be met. We may have to raise our own money. Shared governance continues to be a big concern of the ASCSU. There was a joint statement on shared governance between the system, executive leadership, and ASCSU Executive Committee. GE Advisory Committee had a different interpretation of the EO and J. Tarjan is concerned that if it continues we’ll have to redo our GE Program. Refer to the bullet points in the GE Task Force (handout). The only campus that satisfies all those areas is CSUB. We are leaders in the system. We should be vigilant. We are doing everything that was recommended by the Task Force yet they want to change it. J. Tarjan is very proud of our students. There is an annual CSSA and ASI recognition for taking up issues such as keeping student fees low. This year our students really took on food and housing security. He asked that the Senate find ways to partner with them. J. Millar commented that there was a lot of time and thought that went into the shared governance issue to make relationship with the ASCSU and the Chancellor and their staff. CSUB is a microcosm of that. She asked the Senators to bring their questions to the ASCSU reps so they could bring them to the state committees. A. Lauer commented that while students may be going hungry, the new dorms don’t have their own kitchen. J. Tarjan replied that in order to have a dorm, it has to pay for itself. He believes the Administration had to maximize beds which represents protected revenue stream to pay for bonds. The model was pushed through. A. Hegde was on the committee when the new dorms were discussed. He raised the same issue about the lack of a kitchen for students’ use, and about the extremely high rent. J. Tarjan said there was a different environment for shared governance at that time. Now, students and faculty are being solicited for input on issues that are integral to student learning.

6) **Provost Report** - Nothing to report.

7) **Committee and Report Requests** (Minutes from [AAC, AS&SS, BPC and FAC](#) are posted on the Academic Senate Webpage) Executive Committee (A. Hegde)

The President met with the Executive Committee (EC) on September 4. The topics discussed with the President: Budget and Strategic Plan, Capital Campaign, Diversity, Enrollment, Workload (campus culture and quality of life), the lack of funding for
instructional purposes, and her take-away from General Faculty Meeting. The President has accepted the invitation to present a brief report and answer questions at Senate meetings 9/13, 10/25, and 11/29. She has been invited to attend as a guest on all other dates. Everyone on the Senate has access to Questica to look at departmental funds and expenditures. The Graduation Initiative Task Force (GITF) Hold Proposal has been referred to AAC. It’s about when the holds are going to take place, including holds to graduation. B. Hartsell presented the proposed numbering and organization changes to the University Handbook on behalf of the Handbook Task Force.

a) Academic Affairs Committee (M. Danforth)
   The committee discussed a referral to address that the Director of Academic Operations is on two committees and to review whether a change in membership requires a change in the Bylaws. The committee has invited a staff advisor to the next meeting to get better sense of the GITF Hold Proposal.

b) Academic Support & Student Services Committee (E. Correa)
   K. Ziegler reported on behalf of AS&SS. The chair of AS&SS is on Antelope Valley. The committee doesn’t have a referral yet, so they organized who would take minutes, attend ASI meetings, etc.

c) Budget & Planning Committee (B. Street)
   The committee’s first meeting was used to familiarize new members on the resolutions approved last year. They discussed how the Senate in general can influence campus needs and wants. The idea of the true cost of instruction was introduced. The BPC Library member has access to the Master Plan and the section that refers the true cost of instruction. The group sampled Questica and has the opportunity for training. The BPC Staff member became an MPP and a new member needs to be appointed.

d) Faculty Affairs Committee (M. Rush)
   The committee is working on a referral, Faculty on Sabbatical Serving on RTP Committees.

e) Staff Report (K. Ziegler-Lopez)
   Nothing to report.
f) ASI Report (A. Schmidt)

Dr. Harper and Provost Zorn have been invited to the ASI board meeting on 9/28 to make students aware of the proposal on advising and answer questions. ASI has established a Lobby Core for the purpose of making relationships with local legislature to build towards lobby day in Sacramento. The Runner Hour is a weekly school spirit event in the Student Union with games and opportunity to meet outside of classroom.

The ASI President, ASI VP and ASI VP going to Chico for the CSSA meeting.

8) Resolutions – (Time Certain 10:55 a.m.)

a) New Business

RES 181901 University Handbook Renumbering - The changes include those resolutions that were made this last academic year that the past president approved. The changes are to the numbering system, quarter to semester terms, and reorganization. M. Rush moved to change the last line to “reorganization in strikethroughs” and insert “approved” to the Rationale. The recommendation will go back to the EC.

9) Open Forum Items (Time Certain 11:15)

B. Street experienced that the Student Health Services closed unannounced last Thursday from 8:00-10:00. They are entirely shut down during lunch. If there was an emergency, students seeking services have to wait. ASI researched CSU health centers in the state; only one other that closes during lunch. ASI will be taking that up with Dr. Wallace. J. Millar said the door to the counseling center is open where people can come in and wait. If there was an emergency the Police Department would be called to get an ambulance.

10) Adjournment

The meeting adjourned at 11:25
Important Dates

- February 12, 2019: Institutional Report due to WSCUC
- April 23, 2019: WSCUC Offsite Review
- August 13, 2019: Additional documents requested
- October 8-10, 2019: WSCUC Reaffirmation of Accreditation Visit to CSUB

What is WSCUC?
The Western Senior College and University Commission (WSCUC), formerly known as “WASC,” is the accrediting agency that aids institutions in developing and sustaining effective educational programs, while assuring the community that the accredited institution has met the high standards of quality and effectiveness.

What was accomplished in the Spring and Summer of 2018?
- 8 Writing Teams (30 faculty and staff) worked to create the 1st Draft of the Institutional Report
- Two Campus Open Forums occurred with the comments collected and returned to campus
- CSUB’s Self-Evaluation (Lines of Inquiry) was provided to Cabinet
- CSUB Institutional Report Editor (Dr. Marit MacArthur) gave a single voice to the entire the Institutional Report

What will be accomplished in the Fall 2018?
- 2nd full draft of the Institutional Report will be provided to campus in mid-September
- CSUB WSCUC Steering Committee will listen to feedback and provide edits to the draft
- Campus Open Forums will be held to review the report

When will the Institutional Report be made available?
The 2nd draft of the Institutional Report will be made available to campus in mid-September. The Academic Senate will begin its review in September and Cabinet will then review the report before the end of the semester.

Can I learn more about the process?
Follow this link: https://www.csub.edu/wscuc/index.html
## WSCUC Steering Committee

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<tr>
<th>Name</th>
<th>Title</th>
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<tbody>
<tr>
<td>Dr. Vernon Harper</td>
<td>Associate Vice President for Academic Programs; Accreditation Liaison Officer (ALO)</td>
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<tr>
<td>Dr. Debra Jackson</td>
<td>Interim Associate Dean of Undergraduate and Graduate Studies; Director, Graduate Student Center; Vice Chair</td>
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<td>Ms. Valari Kirkbride</td>
<td>Administrative Coordinator, Academic Programs; Committee Support Liaison</td>
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<td>Dr. Steve Bacon</td>
<td>Dean, School of Social Sciences and Education</td>
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<td>Dr. Deborah Boschini</td>
<td>Chair, Academic Senate</td>
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<td>Ms. Ashley Schmidt</td>
<td>ASI President and CEO (Student Member)</td>
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<td>Dr. James Drnek</td>
<td>Associate Vice President for Student Affairs</td>
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<td>Michael Lukens</td>
<td>Interim Chief of Staff to the President</td>
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<td>Dr. Kris Krishnan</td>
<td>Assistant Vice President, IRPA</td>
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<td>Dr. Jacqueline Mimms</td>
<td>Associate Vice President, Enrollment Management</td>
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<td>Ms. Michelle Ponci</td>
<td>Benefits Coordinator, HR</td>
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View the Steering Committee Agendas and Meeting Notes here: [https://www.csub.edu/wscuc/Agendas%20and%20Notes/index.html](https://www.csub.edu/wscuc/Agendas%20and%20Notes/index.html)

**Questions?**

- **Contact:** Vernon B. Harper Jr. ([vharper@csub.edu](mailto:vharper@csub.edu))
- **Office email:** academicprograms@csub.edu
- **Phone:** 661.654.3420
- **In-Person:** CSUB Education Building, Room 242
Academic Affairs Committee: Melissa Danforth/Chair, meets 10:00am in SCI III Rm 328 Research Room

Dates: Sept 6, Sept 20, Oct 4, Oct 18, Nov 1, Nov 15, Dec 6, Jan 31, Feb 14, Feb 29, Mar 14, Mar 28, Apr 11, May 2

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**Academic Support and Student Services: Elaine Correa/Chair, meets 10:00am in BPA 134**

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# Budget and Planning Committee: Brian Street/Chair, meets 10:00am in Student Health Center, Conference Room (HCCR)

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## Faculty Affairs Committee: Maureen Rush/Chair, meets 10:00am in SCI III Rm 235 Math Library

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<td>08/28/18</td>
<td>2018-2019 Referral 01 Faculty on Sabbatical Serving on RTP Review Committee</td>
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<td>FAC RES 181902 Faculty on Sabbatical Serving on RTP Review Committee First Reading 9/27/18</td>
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RESOLVED: That the Academic Senate of CSU Bakersfield recommend to the President that the University Handbook be revised as follows:

307 SABBATICAL AND DIFFERENCE IN PAY LEAVE POLICIES
Sabbatical and difference in pay leaves shall be for purposes that provide a benefit to the CSU, such as research, scholarly and creative activity, instructional improvement, or faculty retraining. There are two categories of paid leave – sabbatical leave with pay, and difference in pay leave. Regulations pertaining to leaves of absence with pay are set forth in Articles 27 and 28 of the CBA.

307.1 Eligibility and Application
The Office of the Provost/Vice President for Academic Affairs (P&VPAA) provides information on timetables, eligibility and applications at the beginning of each academic year.

Applicants who have held full-time positions in academic assignments for six consecutive academic years are eligible for one of the following types of leave: a sabbatical at (a) one semester at full pay; (b) two semesters at 1/2 of full pay; or (c) one or two semesters’ leave at difference in pay. Compensation for eligible librarians on sabbatical leave is either (a) four months at full pay; or (b) eight months at 1/2 of full pay. (Revised 06-06-17)

An applicant granted a difference in pay leave shall receive an amount of pay that is the difference between the applicant’s salary and the minimum salary at the lecturer rank. A librarian shall be compensated the difference between the employee’s pay and the lowest comparable time base librarian rank. A counselor shall be compensated the difference between his/her salary and the minimum salary of the lecturer rank at a comparable time base.

No more than one sabbatical leave shall be granted in each seven-year period. A faculty member, librarian or counselor will be eligible for a subsequent difference in pay leave after he/she has served full time for three years after the last sabbatical leave or difference in pay leave and has rendered service to the CSU at the rate of one term of service for each term of leave taken.

The criteria and standards for granting leaves of either type are the same, but the faculty member requesting a difference in pay leave is not in competition with those requesting a sabbatical leave. It is sufficient that the faculty member requesting a difference in pay leave be eligible and meet the criteria.
The faculty member who receives a difference in pay leave is considered to have received a sabbatical leave and is not entitled to another leave until he/she meets the prescribed conditions and responsibilities for such leaves.

The application for sabbatical leave or difference in pay leave shall include a statement of purpose, description of the proposed project, and the CSU resources, if any, necessary to its successful completion.

The applicant for a sabbatical leave shall present a copy of the application to the department chair. The department chair, in consultation with department faculty, shall provide a statement to the appropriate dean regarding the merit of the sabbatical leave proposal and the effect the leave may have on the curriculum and operation of the department. In the case of librarians, the Dean of University Library serves as chair, as well as dean, and members of the unit are considered the department. In the case of counselors, the Director of the Counseling Center serves as department chair, and the Vice President for Student Affairs as dean.

The faculty member who receives a sabbatical leave may make normal use of his/her campus office, library and laboratory facilities.

While on sabbatical leave, the sabbatical recipient is discouraged from serving on any University, Senate or department committees. An exception may be made for the unit RTP committee, only if the sabbatical recipient is asked directly by the faculty member undergoing review. If the sabbatical recipient agrees to serve, then he/she may (or could) serve in the capacity of an augmented member, as described in section 305.6.1(b).

The applicant for a difference in pay leave shall present a copy of the application to the department chair. A unit committee, composed of tenured faculty, which may include the chair, elected by the probationary and tenured faculty of the unit, must provide the dean with a review and recommendations regarding the quality of the proposal in terms of its benefits to the CSU.

Librarians applying for a difference in pay leave shall present a copy of the application for review and recommendation to a unit committee elected by the probationary and tenured librarians. The unit review committee shall forward the application along with its review and recommendation to the Dean of University Library. The Dean of University Library shall in turn forward it to the P&VPAA along with his/her recommendation. Similarly, a unit committee elected by probationary and tenured counselors shall review applications from eligible counselors, and forward its review and recommendation to the appropriate Vice President of Student Affairs, who shall forward his/her review and recommendation to the P&VPAA.

When a faculty member is afforded an unexpected opportunity, such as external funding, a scholarship, or fellowship, a rapid and expedited review for a difference in pay leave shall be provided.
307.2 Procedures for Preparation of Sabbatical Leave Application

The applicant shall inform his/her chair and school dean of the application for sabbatical leave and the proposed dates of absence. The application for sabbatical leave shall be evaluated by the Honors and Awards Committee (FHAC) in accordance with the established criteria and must contain the following information:

a. Proposed Project
   1. The proposed project shall be one or both of the following:
      a) A project of high quality and importance. This includes, but is not limited to, original research, a creative project, or the development of new academic skills;
      b) A study or travel of a kind and in an amount that will improve and update the applicant’s professional capabilities. If the emphasis is a study, it must be related to the University’s curriculum or to the applicant’s professional development. If travel is part of the plan, its usefulness and necessity must be clearly presented.
   2. A clear and detailed explanation of the proposed project, including the nature, scope, and means of implementation.
   3. The inclusive dates requested for the leave and, where appropriate, a timetable for the implementation of the proposal.
   4. If relevant, the location(s) where the project will be conducted.

b. Professional Productivity and Preparation
   a. A current vita containing evidence, where appropriate, of relevant education or research in the field of the proposed project, publications, or other professional accomplishments in the field of specialization.
   b. Where appropriate, what preparatory work has been completed specifically for this project, such as background reading, development of techniques, personal contacts, and tentative facility arrangements.
   c. Benefits to the University (in at least one of the following):
      1. The tangible results to be expected from the project. These may be in the form of publication, creative presentations, participation in seminars, conferences, program or curricular development.
      2. Benefits of the proposed project to the applicant as a teacher and benefits to students.

307.3 The Role of the Faculty Honors and Awards Committee (FHAC)

The FHAC shall review all sabbatical leave proposals and make recommendations regarding the awarding of leaves to the P&VPAA. The proposal shall involve one or more of the following: scholarly research, scholarly and creative activity, instructional improvement, or faculty retraining.

They shall consider the potential relevance of the proposal and the subsequent service of the faculty member at this University relative to institutional and departmental mission, goals, and obligations. Among the factors that may be considered are professional development and renewal, improvement of teaching skills, development of a new academic program, and enhancement of the reputation of the University that may result from the leave. The FHAC shall evaluate the proposals using a two-step process: (1) distinguish meritorious from non-meritorious proposals. Those deemed non-meritorious shall not be ranked, but will be returned to the proposer with comments for the possibility of revision and consideration for the following
year; (2) rank all remaining proposals only on merit, allowing no ties. In addition to the assessment of project’s merit, the FHAC will also assess the following:

a. The proposed project shall be one for which the applicant has:
   1. Acquired professional capabilities adequate to the task;
   2. Completed preparation and planning to undertake the project.

b. Results of the sabbatical shall benefit the University by one or more of the following:
   1. Advanced scholarship by such means as publication, presentation at conferences or meetings, public performance or exhibition;
   2. Improving curriculum, developing new course(s) or program(s);
   3. Improving teaching;
   4. Renewing professional skills.

307.4 Action by the Provost/Vice President for Academic Affairs (P&VPAA)

The P&VPAA shall receive recommendations from the FHAC, the department chair, the department committee as appropriate, and the appropriate administrator(s).

Sabbatical leave and difference in pay leave recommendations forwarded to school and the Dean of University Library to the P&VPAA must include, where appropriate, the departmental and dean’s evaluation of the merits of the proposal and be accompanied by plans approved by the dean or director for accommodating approved leaves. There is no explicit state or CSU budgetary recognition for sabbatical leave replacements.

Leaves must be absorbed within each school’s or unit’s resources in a manner such that student access and progress toward graduation are not jeopardized.

The recommendations of the FHAC, and those of the department and school deans are forwarded to the President via the P&VPAA, who will include his/her recommendations as well as information prescribed by Articles 27 and 28 of the CBA. Prior to making a final determination regarding the sabbatical leave and the conditions of an approved leave; the President or designee shall consider the recommendations made pursuant to the above. The President shall inform the Applicant in writing of his/her decision and the response will include the reasons for approval or denial.

If a leave is granted, the response will include the conditions of such a leave. Copies of the response shall be provided to the affected department and the FHAC. In no case shall the campus award fewer sabbatical leaves than the number in the 1991/92 budget. Final approval of the leave shall be subject to the filing by the applicant of suitable bond indemnifying the State against loss in the event the employee fails to render in the CSU, upon return from leave, one term of service for each term of leave. The bond shall be in the amount of the total salary to become due to the applicant during leave. In lieu of the bond, the applicant may submit a written agreement to return to the service of the CSU for at least one term of service for each term of leave, accompanied by a statement of assets, including ability to indemnify the State in the event of failure to fulfill the agreement due to personal negligence.
307.5 Presentation and Written Report

Within six months following the completion of a sabbatical leave, the faculty member shall submit a written report, which identifies the accomplishments achieved. The written report shall be submitted to the school dean for inclusion in the faculty member’s personal file and to the P&VPAA for inclusion in the sabbatical leave file. The recipient of a sabbatical leave or difference-in-pay leave will make an appropriate presentation of some form to the University community of the results of the leave experience.

RATIONALE: At CSU, a sabbatical leave is for purposes that benefit the research, scholarly and creative activity, instructional improvement or faculty retraining of its faculty, and at CSU, Bakersfield, we encourage a total and unencumbered leave of its recipient to make the most of the sabbatical.

Each sabbatical leave is awarded on the merits of its proposal with the understanding that other duties not addressed in the proposal, such as teaching and service, can and will be covered in the faculty member’s absence. Therefore, sabbatical recipients are discouraged from serving on University or department committees.

There are exceptions that are unavoidable, due to the timing of a sabbatical leave with other important service work that the recipient would be in a position to provide if not on sabbatical. In such cases, discretion is given to the faculty member to discern the use of his/her time wisely and to respond accordingly. In no instance would the faculty member be penalized for the choice he/she makes.

Distribution List:
President
Provost and VPAA
School Deans
Department Chairs
General Faculty