



ACADEMIC SENATE

CSU BAKERSFIELD

Academic Senate Meeting – Fall 2026

Thursday, September 24, 2026

Agenda

10:00 AM – 11:30 AM

Location: Dezember Leadership and Development Center, Room 409-411

Zoom Information:

[Zoom Meeting ID: 811 3080 8590](#)

Passcode: 674081

Senate Members: Chair M. Danforth, Vice-Chair T. Tsantsoulas, CSU Senator C. Lam, CSU Senator N. Michieka, AH Senator M. Palaiologou, AH Senator B. Moreno, BPA Senator D. Wu (excused, alt. M. Liang), BPA Senator S. Sarma, NSME Senator L. Kirstein, NSME Senator A. Stokes, SSE Senator Z. Zenko, SSE Senator S. Roberts (virtual), AV Senator K. Holloway (virtual), At-Large Senator H. He, At-Large Senator A. Grombly, At-Large Senator A. Hays, At-Large Senator A. Lauer, At-Large Senator J. Deal, At-Large Senator R. Dugan, Lecturer Electorate Representative & CFA – D. Horn, Senator C. Zúñiga-Prado – Staff Representative, Senator N. Kaur – ASI President, Senator D. Cours – Dean Representative, VP AA & Provost D. Thein and Senate Analyst K. Van Grinsven.

Guests: President Harper

- I. Call to Order
 - a. [Tejon Tribal Land Acknowledgement](#)
 - b. [Robert's Rules of Order](#)
 - c. [Interruption Statement](#)
- II. Approval of Minutes
 - a. September 10, 2026 (handout)
- III. Announcements and Information
 - a. President's Report – V. Harper **(Time Certain: 10:10 AM)** (handout)
 - b. Elections and Appointments – T. Tsantsoulas (handout)
 - c. Upcoming Events/ Information:
 - i. October 19 - Fall 2026 Budget Open Forum
 1. 11 AM to 12 noon; Student Union MPR and virtual
- IV. Approval of Agenda **(Time Certain: 10:05 AM)**
- V. Reports

- a. Provost's Report – D. Thien **(Time Certain: 10:40 AM)**
- b. ASCSU Report – Senators Lam and Michieka
- c. ASI Report – Senator Kaur
- d. Staff Report – Senator C. Zúñiga-Prado (handout)
- e. Committee Reports:
 - i. Executive Committee – Vice-Chair Tsantsoulas (handout)
 - 1. 2026-2027 Senate Log
 - ii. Standing Committees:
 - 1. Academic Affairs Committee (AAC) – Senator Deal, Chair (handout)
 - 2. Academic Support and Student Services Committee (AS&SS) – Senator Kirstein, Chair (handout)
 - 3. Budget and Planning Committee (BPC) – Senator Grombly, Vice-Chair (handout)
 - 4. Faculty Affairs Committee (FAC) – Senator Zenko, Chair (handout)
- f. CFA Report – Senator Horn, CFA Bakersfield

VI. Resolutions **(Time Certain: 10:50 AM)**

- a. Consent Agenda: No items.
- b. Old Business:
 - i. RES 262702 – Accelerating the Transition to Fully Online SOCs – FAC (handout)
- c. New Business:
 - i. RES 262703 – Policy on Global Announcements on the Canvas Dashboard – AS&SS (handout)
 - ii. RES 262704 – Updates to Bylaws – EC (handout)

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

VIII. Adjournment



MEMORANDUM

DATE: September 22, 2026

TO: Dr. Melissa Danforth, Chair
Academic Senate

FROM: Vernon B. Harper Jr., Ph.D.
President

SUBJECT: President's Report –September 24, 2026

President Harper intends to discuss the following with the Academic Senate on Thursday, September 24, 2026.

- Board of Trustees Debrief

c: Katherine Van Grinsven

Academic Senate Staff Report

To: Academic Senate

Presented by: Cindy Zúñiga-Prado, Business Systems Analyst II

Title: Staff Senator Communication Email Account Implementation Completed

I am pleased to report that the request to establish an organizational email account to improve communication between campus staff and the Academic Senate Staff Senator has been completed.

The organizational account **ORG-AcademicSenateStaffSenator** has been successfully created, with the email address:

ORG-AcademicSenateStaffSenator@csub.edu

To ensure continuity and long-term access for current and future Staff Senators, ownership of the account has been assigned to the Academic Senate Office, with Katherine Van Grinsven designated as the account owner and administrator. This structure will facilitate ongoing management and seamless transitions between Staff Senator representatives.

The creation of this organizational email account provides a dedicated communication channel that allows staff across campus to communicate directly with the Staff Senator. This enhancement supports increased transparency, accessibility, and engagement between staff and Academic Senate.

On behalf of the staff constituency, I would like to extend sincere appreciation to the Provost and the Academic Senate Executive Committee for their support of this initiative and their commitment to strengthening communication and representation for staff across the university.

Respectfully submitted,

Cindy Zúñiga-Prado

Staff Senator

Academic Senate

California State University, Bakersfield

Requested Action:

☒ Information Only

This item is submitted for Senate awareness; no action is requested at this time.

Vice-Chair Report to the Academic Senate

Senate Executive Committee Meeting – Sept. 22, 2026

In addition to the regular business of approving the agenda and minutes and setting the agenda for the next Senate meeting, EC discussed the following items:

Student Success Symposium

EC confirmed that Chair Danforth will attend the CSU Student Success Symposium virtually and ASCSU Senator Michieka would attend in person on behalf of the Executive Committee. Vice Chair Tsantsoulas is unable to attend due to a commitment to present at an out of state conference.

Future Senate Guests

EC confirmed that Dr. Cantrell (VP, SASEM) will visit Senate on October 8th and scheduled guests for future Senate meetings, pending confirmation.

People and Culture

EC welcomed Interim VP for People and Culture, Dr. Morris to discuss operations changes in the division. Dr. Morris shared that she has been assessing the three areas under her purview: HR/Payroll, Civil Rights and Compliance, and Safety and Risk Management, noting that the immediate priority has been to implement process efficiencies within HR/Payroll. We discussed the need for more staff in this area, and it was noted that a position has been posted for a new Payroll Technician. At Dr. Morris' request, EC shared faculty concerns about slow turnaround times, inconsistent follow-through on payroll and HR issues, difficulty tracking additional payments, and difficulties obtaining employment verification documents in a timely manner. We considered the implementation of a ticketing system to help keep track of HR/Payroll requests. We also noted a need to streamline faculty onboarding, especially for part-time lecturer faculty who are hired shortly before the start of semester, and to make medical accommodation procedures for faculty more efficient. Dr. Morris shared that Civil Rights and Compliance is performing very well under the leadership of AVP Williams and the plan is to assess Safety and Risk Management next.

Elections and Appointments

EC appointed Dr. Nmah to the AVP for Student Success search and screening committee and as the SSE faculty representative on the Integrated Operations Council. It was noted that second calls are in progress for the other college representatives and for the Associate Dean of SSE search and screening committee. Provost Thien asked that EC form search and screening committees for the A&H Associate Dean and the Executive Director for Antelope Valley positions.

RTP and Interfolio

Provost Thien noted that progress is being made with campus adoption of Interfolio for RTP files. The Faculty Affairs team has been attending workshops and it is anticipated that we may be able

to pilot Interfolio in Spring 2027 for lecturer faculty. Provost Thien also confirmed a new requirement that all unit RTP criteria be posted on the Faculty Affairs website.

Handbook & Bylaws Project

Senator Zenko shared a draft executive summary of the Handbook & Bylaws changes completed the summer working group. EC committed to providing feedback at our next meeting. We agreed to bring the Bylaws changes to Senate for first reading at the next Senate meeting.

Senate Referral Log

We reviewed a list of referrals for consideration for the Faculty Affairs Committee. FAC Chair Zenko requested referrals on updating the IRB and Student Ombudsperson descriptions, roles, and duties and on classroom observation expectations. FAC and AAC discussed their plan to create a sub-committee to address First Year Seminar concerns.

2026-2027 Academic Senate: Referral and Resolution Log

Last Updated: 09/23/2026

Date	Referral	Status	Committee/s Charged	Action	Resolution	Handbook/Bylaws Change	Approved by Senate	Sent to President	Approved by President
9/1/2026	--	--	AS&SS	2025-2026 23 PERC Timing Concerns; no referral needed. AAC and AS&SS to work on drafting a memo.	--	--	--	--	-
8/27/2026	--	Complete	EC	That the Fall 2026 SOCI period begins on November 16 instead of November 23; That the Spring 2027 March 31 holiday be renamed to "Farmworkers Day"; and be it further, That two typos be corrected: ordering of Spring Break and the March 31 holiday and date for Summer Orientation.	RES 262701 Changes to 2026-2027 Academic Calendar	--	8/27/2026	9/23/2026	
9/1/2026	2026-2027 02 Clarification of Implementation Timeline for Online SOCI	RES 262702 ; 2nd Reading 09/24/2026	FAC	Review RES 252620 "Transitioning to Online SOCIs," particularly the disconnect between the 2-year implementation period and references to the 2029/2030 Academic Year.	RES 262702 Accelerating the Transition to Fully Online SOCIs (Amendment to RES 252620); 2nd Reading 09/24/2026	--			
9/1/2026	2026-2027 05 Policy on Use of Informational Banner Space in Canvas	RES 262703 ; 1st Reading 09/24/2026	AS&SS	Continue discussion on RES 252627 and referral 2025-2026 21 Policy on Use of Informational Banner Space in Canvas; Executive Committee asks AS&SS to consider further consultation with ITS and Academic Programs regarding which body is the most appropriate office to approve requests.	RES 262703 Policy on Global Announcements on the Canvas Dashboard; 1st Reading 09/24/2026	--			
9/23/2026	--	RES 262704 ; 1st Reading 09/24/2026	EC	Bylaws revisions as result of the Handbook & Bylaws 2026 Summer Project	RES 262704 Updates to Bylaws; 1st Reading 09/24/2026	Bylaws			
9/1/2026	2026-2027 01 First-Year Seminar (CSUB 1029) Concerns	Sent to committee/s	AAC/ FAC	Continue discussions on carry-over referral 2025-2026 24 First-Year Seminar (CSUB 1029) Concerns and investigate concerns related to the curricular content and oversight of CSUB 1029 and the assignment of instructors.		Handbook (?)			
9/1/2026	2026-2027 03 Teaching Modalities	Sent to committee/s	AAC/ FAC	Continue their discussions on RES 252648 "Teaching Modality – Handbook Change" and referrals 2025-2026 19 "Teaching Modality," and 2025-2026 42 "DLC Membership and Description."		Handbook			
9/1/2026	2026-2027 04 Proposal for New Master of Science in Applied Analytics	Sent to committee/s	AAC/ BPC	Continue their review and discussions regarding referral 2025-2026 47 Proposal for New Master of Science in Applied Analytics.		--			
9/1/2026	2026-2027 06 President's Cabinet Structure and Officers of the University- Handbook Change	Sent to committee/s	FAC	Continue their discussions on referral 2025-2026 22 "President's Cabinet Structure and Officers of the University- Handbook Change."		Handbook			
9/15/2026	2026-2027 07 Periodic Evaluation of Faculty	Sent to committee/s	FAC	Discuss concerns that were raised about the overlap between the evaluation of tenured and tenured track faculty and the evaluation of lecturers during review of RES 252645 "Periodic Evaluation of Temporary Faculty – Handbook Change."		Handbook			

Academic Affairs Committee (AAC)

Report to the Academic Senate

Thursday, September 17, 2026

Dr. Alice Hays was selected as Vice Chair of the Committee. The Committee continued its discussion of Referral 2627 #04 – Proposal for New Master of Science in Applied Analytics. Dr. Aaron Hegde attended the meeting to answer members' questions regarding the proposal. Most of the questions were resolved; however, Dr. Hegde was asked to discuss the proposal with the Math Department after concerns were raised regarding potential overlap in the curriculum. Dr. Hegde agreed to discuss these concerns with the Math Department before the next AAC meeting.

The Committee then continued its discussion of Referral 2627 #01 – FYS CSUB 1029 Concerns. The Committee determined that personnel issues (e.g., who should teach the course) were best addressed by FAC, while curricular issues (e.g., what content should be included in the course) were best addressed by AAC. The Committee then discussed Referral 2627 #03 – Teaching Modalities. The Committee determined that the DLC membership and description were best addressed by FAC, while the teaching-modality component of the referral was best addressed by AAC. These conclusions were consistent with previous discussions between FAC Chair Zenko and AAC Chair Deal.

During the discussion of Referral 2627 #01 – FYS CSUB 1029 Concerns, Committee members concluded that a general review of the General Education (GE) program was warranted, particularly given the First Year Seminar's previous role in the GE program. The Committee concluded that a task force should be formed to review the GE program. The task force should include GECCo members as well as additional members with experience in the program, such as current instructors and former GECCo members. Kris Grappendorf and Elizabeth Adams volunteered to contact Senate Chair Danforth to arrange a meeting with the Executive Committee to discuss the creation of a task force.

Academic Support & Student Services Committee (AS&SS)
Report to the Academic Senate
Thursday, September 17, 2026

The Academic Standards and Student Success (AS&SS) Committee continued its review of 2026–2027 Referral #05: Policy on Use of Information Banner Space in Canvas. The committee invited Dr. Adams, Chris Diniz, and Dr. Alex Slabey to provide expert input regarding the use of Canvas Dashboard space for campus-wide communications.

Discussion focused on establishing a clear and consistent approval process for Canvas Dashboard Global Messages while preserving Canvas primarily for academically relevant communication. The Office of Academic Programs expressed willingness to assist with a vetted approval process. The committee emphasized the importance of student input and discussed appropriate boundaries for promotional content, systemwide communications, emergencies, and messages directly related to the academic calendar.

The committee also discussed concerns regarding faculty academic freedom and distinguished Canvas Dashboard Global Messages from individual course spaces, which should remain reserved for instructors' academic use. The committee agreed to continue developing a revised resolution that establishes clear guardrails for limited and carefully controlled use of Canvas Dashboard space. Additional discussion may be needed regarding academic calendar-related messages.

During Open Forum, the committee also received an update regarding the Chancellor's Office renewal of the ChatGPT license.

Respectfully submitted,
Leslie Kirstein, Chair
Academic Support & Student Services Committee



CALIFORNIA STATE UNIVERSITY
BAKERSFIELD

BPC Meeting Report — September 17, 2026

The committee held its second meeting. The committee reviewed the Master of Science in Applied Analytics program in the second reading stage and identified several issues requiring clarification before further consideration. Concerns included faculty teaching assignments and workload limits, capstone course staffing, disability services funding, enrollment and attrition assumptions, and missing information about advancement to candidacy and graduate program timelines.

Updates were provided regarding the Academic Calendar Committee. Membership will be finalized with additional campus representatives, and bi-weekly meetings will continue through December. The committee will examine possible adjustments to instructional days, University Week, and grade submission deadlines before presenting recommendations to the Senate.

As moving forward, the committee is forwarding MS Applied Analytics proposal questions to the proposal developer, in coordination with AAC, and finalizing the calendar committee meeting schedule.

Report from the Faculty Affairs Committee

September 17th, 2026

The Faculty Affairs Committee met on September 17th and unanimously approved a revised resolution for second reading proposing a one-academic-year transition to fully online SOCs beginning in **2027–2028**. This accelerated timeline reflects unanimous support among senators who spoke on the item during first reading at the Academic Senate.

FAC also discussed separating the Teaching Modality and Distributed Learning Committee matters and recommending a task force to address FYS CSUB 1029. A subsequent conversation with the Chair of AAC further explored separate resolutions and the possible formation of a subcommittee to address General Education and FYS CSUB 1029 issues.

The committee reviewed the Periodic Evaluation of Faculty referral, emphasizing clearer distinctions between periodic evaluation and RTP, reduced procedural complexity, and faculty workload. The Chair and AVP for Faculty Affairs will discuss this referral and recent resolutions at DCLC. FAC also continued developing Handbook revisions concerning the President's Cabinet and academic leadership, including updated role descriptions and the addition of Associate Dean descriptions.

Separate referrals have been requested to address the IRB and Student Ombudsperson descriptions.



Accelerating the Transition to Fully Online SOCs (Amendment to RES 252620)

RES 262702

FAC

RESOLVED: That Resolution 252620 be amended in response to Academic Senate feedback to establish a one-academic-year transition from paper-based SOCs to fully online SOCs, with fully online SOCs beginning in the 2027–2028 academic year.

RATIONALE: This resolution is in response to Referral 2026-2027 02.

Resolution 252620 established a transition from paper-based to fully online SOCs. In response to Academic Senate feedback, this resolution accelerates that transition so that SOCs will be fully online beginning in the 2027–2028 academic year. Continuing paper administration for an additional year would create avoidable printing and administrative costs, while existing systems and institutional experience demonstrate that fully online administration is feasible.

The one-academic-year transition provides sufficient time for academic units to prepare and adopt practices that support student participation. Units prepared to implement fully online SOCs sooner are encouraged to do so.

For face-to-face courses, instructors will continue to provide at least 15 minutes of scheduled class time during the designated SOCI completion period. Dedicated class time remains an important strategy for supporting participation and maintaining completion rates in the online format.

Attachment: RES 252620 Transitioning to Online SOCs – Handbook Change

Distribution List:

President
Provost and VP for Academic Affairs
VP for Student Affairs and Strategic Enrollment Management
AVP for Faculty Affairs
AVP Academic Affairs and Dean of Academic Programs
AVP for Student Affairs and Dean of Students
AVP for Information Technology Services and Chief Information Officer
Acting Executive Director of Antelope Valley

College Deans
Dean of Extended Education and Global Outreach
Dean of Libraries
Associate Deans
Department Chairs
General Faculty
Associated Students, Inc.

Approved by the Academic Senate:
Sent to the President:
President Approved:



Transitioning to Online SOCIs – Handbook Change

RES 252620

FAC

- RESOLVED:** The Academic Senate approves revisions to the University Handbook regarding the administration of student opinions of curriculum and instruction (SOCIs). Deletions are in ~~strike through~~, and additions are in **bold and underlined**.
- RESOLVED:** The Academic Senate recommends transitioning to online SOCIs.
- RESOLVED:** The transition from paper-based SOCIs to fully online SOCIs shall occur over a two-academic-year implementation period, with fully online SOCIs anticipated beginning in the 2029-2030 academic year.
- RESOLVED:** During the transition, the Academic Senate, in consultation with Academic Affairs, shall explore, implement, and assess strategies to increase response rates to online SOCIs.
- RESOLVED:** The Academic Senate shall consider convening an ad-hoc task force, with majority faculty representation, for the purposes of improving the quantity and quality of SOCI responses.
- RESOLVED:** The University, through the AVP for Faculty Affairs, shall provide faculty with clear guidance and sample language for promoting student participation in SOCIs, including recommended in-class statements, written announcements, and reminders aligned with the Collective Bargaining Agreement.
- RESOLVED:** Students shall receive standardized instructions explaining the purpose of SOCIs, how responses are intended to be used in improving teaching and learning, how anonymity is protected, and why participation is important.
- RESOLVED:** The University shall develop and distribute consistent student-facing messaging to be used across courses to improve understanding of the value and impact of SOCI participation.

- RESOLVED:** The Academic Senate recommends that during the SOCI completion period, a standardized university-wide announcement shall be posted in the Learning Management System (Canvas) to encourage student participation.
- RESOLVED:** The Academic Senate recommends that this notification be displayed to students each time they log into Canvas during the SOCI completion period.
- RESOLVED:** The Academic Senate shall periodically review institutional practices for increasing SOCI response rates and may recommend adjustments to communication strategies, distribution methods, and instructional guidance as needed.
- RESOLVED:** Response rates for online SOCIs shall be monitored annually during the transition period, and findings shall be shared with the Academic Senate to inform future policy refinement.
- RESOLVED:** Faculty teaching face-to-face courses are required to provide structured in-class time for completion of online SOCIs during the designated period to support participation and continuity with prior paper-based practices.
- RESOLVED:** The Academic Senate recommends that Departments and Programs discuss, explore, and consider implementation of strategies to increase SOCI response rates among their students.
- RESOLVED:** The Academic Senate recommends that Associated Students, Inc. consider strategies for increasing SOCI response rates from their constituents.

305.4.4 Student Role in the Performance Review Process for Instructional Faculty

Student opinion of teaching by faculty is a required component of the performance review process. The Student Opinion on Curriculum and Instruction (SOCI) shall be the primary instrument used to collect student opinions of teaching.

Although this handbook currently identifies the Student Opinion on Curriculum and Instruction (SOCI) as the primary instrument used to collect student opinions of teaching, this tool is to be considered as only one of many measures used to evaluate teaching; SOCIs should not be given more consideration than the other measures of teaching performance outlined in section 305.4.2.6 (Evaluation of Teaching Performance). Further, the trends in student responses should be the focus of the evaluation of SOCIs as a

measure of teaching performance.

The quantitative and qualitative (i.e., open-ended) items included on the instruments to gather student opinions shall be reviewed and open for potential revision every 10 years, or more frequently. More frequent reviews and revisions are at the discretion of the Executive Committee of the Academic Senate. Any revision process shall include broad consultation from faculty.

~~Except as limited below, f~~ Faculty members will administer SOCIs in all sections and place the results of all SOCIs in the RTP (WPAF) File for use by all levels of review.

By default, course sections with fewer than six (6) students shall not administer SOCIs. However, SOCIs may be requested by the faculty member teaching the course. Requests must be submitted to the AVP for Faculty Affairs, who is ultimately responsible for determining whether SOCIs are administered. All courses with six (6) or more students shall have SOCIs administered, except in the following cases:

The requirement for collection of SOCIs may be waived in the following cases:

~~The requirement for collection of SOCIs may be waived for sections with enrollments of fewer than 6 students or similar situations in which the anonymity of respondents would be compromised and sections in which the primary mode of instruction or the SOCI would not reasonably correlate with instructional methods.~~

- A. The requirement for collection of SOCIs may be waived for sections in which a faculty member went on leave and was replaced by another faculty member. This request shall be honored at the discretion of the replacement faculty member. **considered by the AVP for Faculty Affairs.**
- a. ~~The faculty member on leave shall not be subject to student opinions.~~

~~Within these guidelines, department chairs in consultation with their department shall determine which sections are eligible for waiver. Documentation of the department decision to grant a waiver shall be included in each section of the file for which SOCIs are waived.~~

The SOCI shall be anonymous and identified only by course and/or section. The format of the SOCI provides both quantitative information (ratings of course and instructor attributes) and qualitative information (comments about the course and instructor).

Faculty shall be provided course and/or section summaries of quantitative data. Means and standard deviations shall be provided for individual questions ~~as well as the overall SOCI.~~

Quantitative and qualitative data shall be linked in both online and physical SOCI reports. SOCI reports shall be clear such that faculty can associate individual-student comments with individual-student quantitative responses. **Faculty shall also receive a SOCI report even when there are no completed student responses. SOCI reports shall be available to faculty teaching in all terms (Fall, Winter, Spring, Summer). SOCI reports shall be provided to the individual faculty instructors, department chairs, and college deans.**

Some bias in student opinions may be present. Since SOCI reports are used in conjunction with other measures to evaluate teaching, the College Dean (or designee) should arrange for training for Unit RTP Committee members to be undertaken before the start of a faculty review. The training should include the following: (1) the purpose of the RTP review process and the responsibilities of Unit Committee members, (2) the identification of possible biases in student responses, and (3) the process to remove biased SOCI reports from an evaluation of teaching.

Faculty under review may request that the AVP for Faculty Affairs (or their designee) reviews and removes the SOCI(s) with discriminatory comments and quantitative responses. SOCI(s) that are received within the prior academic calendar year are eligible for consideration for removal. Requests to remove SOCI(s) must be made 21 days prior to the deadline to submit the Working Personnel Action File (WPAF, commonly called the RTP File) for the next review cycle.

The AVP for Faculty Affairs (or their designee) shall consider the merit of such requests based on many factors, including (but not limited to) the human dignity of the faculty member, the student's role in the performance review process, and the added pedagogical value and relevance of the comments. Regardless of the decision of the AVP for Faculty Affairs (or their designee), the faculty member is encouraged to reflect upon feedback and may submit rebuttals to SOCI comments as part of the performance review process. In all cases, the Unit Review Committee, Department Chair (if applicable), College Dean, University Review Committee, Provost and Vice President for Academic Affairs, and President (or their designee) are expected to approach the evaluation of faculty and interpretation of SOCI reports with care and professionalism. Ultimately, SOCI reports are one component of a broad assessment of teaching performance.

305.4.5 ~~SOCI Distribution~~ Completion Period

The ~~SOCI Distribution~~ **Completion** Period shall be designated on the Academic Calendar, not to include the examination period. The timeframe for ~~SOCI distribution~~ **Completion** shall be the same regardless of course modality (e.g., face-to-face, hybrid, online).

In the Fall and Spring semesters, SOCIs ~~distributed~~ **completed** online shall be available for 10 **class meeting days** weekdays. SOCIs distributed in person shall be distributed during one class meeting in the two-week SOCI Distribution Period; SOCIs shall be distributed between 14 and 21 days prior to the Last Day of Classes. **The start of the SOCI completion period should be between 14 and 21 days prior to the Last Day of Classes.**

In the Summer and Winter sessions, SOCIs ~~distributed~~ **completed** online shall be available for 5 weekdays. SOCIs distributed in person shall be distributed during one class meeting in the penultimate week of classes. SOCIs distributed **completed** online shall be distributed **completed** during the penultimate week of classes.

For face-to-face courses, instructors shall provide a minimum of 15 minutes of scheduled class time for SOCI completion during the designated SOCI completion period. Instructors of face-to-face courses shall leave the classroom during this time in order to promote student privacy and reduce perceived pressure or response bias.

The University shall provide clear guidance and technical support to faculty and students to ensure consistent implementation and accessibility of online SOCIs. The AVP for Faculty Affairs shall ensure that faculty receive directions on how to access online SOCIs via the Learning Management System so that faculty can encourage student participation. Faculty may encourage their students to complete SOCIs. Faculty members shall administer SOCIs in Accordance with the Collective Bargaining Agreement.

RATIONALE: Referral 2025–2026 35 highlights the increasing and unsustainable financial and administrative costs associated with the continued use of paper-based Student Opinions of Curriculum and Instruction (SOCIs). Although paper-based SOCIs have served the institution well for many years, feasible alternatives are available in the modern era. Initial examination of other practices across the California State System suggests that several institutions already administer SOCIs exclusively online. Although the exact implementation strategies may vary depending on software used, there is a reasonable expectation of some Canvas integration and/or Canvas announcements for students.

Other CSU campuses, such as Cal Poly Pomona, include FAQ pages for Students, Staff, and Faculty. Some campuses, such as San Marcos, provide several faculty process guides

and student process guides. California State University Bakersfield can learn from other campuses and adopt useful strategies.

Transitioning to online SOCs represents a fiscally responsible, environmentally sustainable, and operationally efficient alternative. Because online SOCs are already used for fully online courses and are available as an option in face-to-face modalities, this resolution builds upon existing institutional practices rather than introducing a wholly new system.

At the same time, the Academic Senate recognizes that SOCs play a meaningful role to allow students to participate in the performance review process, and they must be implemented in ways that preserve data quality, student participation, and faculty confidence in the process. A central concern associated with online SOCs is the potential for reduced response rates when surveys are completed outside of class. This resolution addresses that concern through a structured, multi-year transition period and a coordinated institutional strategy focused on maintaining participation levels. The requirement that instructors of face-to-face courses provide dedicated in-class time for completion of online SOCs preserves continuity with established paper-based practices and reinforces norms that support student anonymity, minimize perceived pressure, and encourage participation.

The two-year implementation period allows the University to evaluate and refine practices that support strong response rates before fully eliminating paper-based administration. During this period, the Academic Senate, Academic Affairs, faculty, and campus partners will explore evidence-informed approaches to increasing student engagement with SOCs, including standardized communication, consistent student instructions, and institution-wide messaging. Annual monitoring of response rates will allow the Academic Senate to assess effectiveness, identify challenges, and recommend adjustments to institutional practices as needed.

This resolution also recognizes that improving student participation is a shared responsibility. Providing faculty with guidance and sample language for encouraging participation, offering students clear explanations of the purpose and impact of SOCs, and implementing consistent campus-wide messaging are intended to strengthen student understanding of how their feedback contributes to teaching improvement and curriculum development. Encouraging departments, programs, and Associated Students, Inc. to

explore complementary engagement strategies further broadens institutional support for meaningful participation.

Additionally, this resolution formalizes expectations regarding the consistent generation and distribution of SOCI reports across all instructional terms, including cases in which no student responses are submitted. Providing reports in all circumstances ensures continuity in documentation for faculty, supports completion of Working Personnel Action Files (WPAFs) and periodic evaluations, and promotes transparency and consistency in personnel review processes.

The resolution maintains the position that SOCIs are one component of a comprehensive evaluation of teaching and should be interpreted alongside other measures. The emphasis on trends in student feedback, training for review committees, and mechanisms for addressing potential bias is preserved from existing (although recently implemented) policy and supports a balanced and responsible use of SOCI data.

By pairing fiscal responsibility with a phased implementation strategy and ongoing Senate oversight, this resolution seeks to preserve the integrity, usefulness, and fairness of SOCIs while modernizing their administration for the future.

Distribution List:

President
Provost and VP for Academic Affairs
AVP for Faculty Affairs
Academic Senate
College Deans
Dean of the Library
College Associate Deans
General Faculty
Associated Students, Inc.

Approved by the Academic Senate: February 26, 2026
Sent to the President: March 6, 2026
President Approved: March 12, 2026

Transitioning to Online SOCIs – Handbook Change

RES 252620

****CLEAN VERSION – Handbook Changes****

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By default, course sections with fewer than six (6) students shall not administer SOCIs. However, SOCIs may be requested by the faculty member teaching the course. Requests must be submitted to the AVP for Faculty Affairs, who is ultimately responsible for determining whether SOCIs are administered. All courses with six (6) or more students shall have SOCIs administered, except in the following cases:

The requirement for collection of SOCIs may be waived for sections in which a faculty member went on leave and was replaced by another faculty member. This request shall be considered by the AVP for Faculty Affairs.

The SOCI shall be anonymous and identified only by course and/or section. The format of the SOCI provides both quantitative information (ratings of course and instructor attributes) and qualitative information (comments about the course and instructor).

Faculty shall be provided course and/or section summaries of quantitative data. Means and standard deviations shall be provided for individual questions.

Quantitative and qualitative data shall be linked in both online and physical SOCIs. SOCI reports shall be clear such that faculty can associate individual-student comments with individual-student quantitative responses. Faculty shall also receive a SOCI report even when there are no completed student responses. SOCI reports shall be available to faculty teaching in all terms (Fall, Winter, Spring, Summer). SOCI reports shall be provided to the individual faculty instructors, department chairs, and college deans.

Some bias in student opinions may be present. Since SOCIs are used in conjunction with other measures to evaluate teaching, the College Dean (or designee) should arrange for training for Unit RTP Committee members to be undertaken before the start of a faculty review. The training should include the following: (1) the purpose of the RTP review process and the responsibilities of Unit Committee members, (2) the identification of possible biases in student responses, and (3) the process to remove biased SOCIs from an evaluation of teaching.

Faculty under review may request that the AVP for Faculty Affairs (or their designee) reviews and removes the SOCI(s) with discriminatory comments and quantitative responses. SOCI(s) that are received within the prior academic calendar year are eligible for consideration for removal. Requests to remove SOCI(s) must be made 21 days prior to the deadline to submit the Working Personnel Action File (WPAF, commonly called the RTP File) for the next review cycle.

The AVP for Faculty Affairs (or their designee) shall consider the merit of such requests based on many factors, including (but not limited to) the human dignity of the faculty member, the student's role in the performance review process, and the added pedagogical value and relevance of the comments. Regardless of the decision of the AVP for Faculty Affairs (or their designee), the faculty member is encouraged to reflect upon feedback and may submit rebuttals to SOCI comments as part of the performance review process. In all cases, the Unit Review Committee, Department Chair (if applicable), College Dean, University Review Committee, Provost and Vice President for Academic Affairs, and President (or their designee) are expected to approach the evaluation of faculty and interpretation of SOCIs with care and professionalism. Ultimately, SOCIs are one component of a broad assessment of teaching performance.

305.4.5 SOCI Completion Period

The SOCI Completion Period shall be designated on the Academic Calendar, not to include the examination period. The timeframe for SOCI Completion shall be the same regardless of course modality (e.g., face-to-face, hybrid, online).

In the Fall and Spring semesters, SOCIs completed online shall be available for 10 class meeting days. The start of the SOCI completion period should be between 14 and 21 days prior to the Last Day of Classes.

In the Summer and Winter sessions, SOCIs completed online shall be available for 5 weekdays. SOCIs completed online shall be completed during the penultimate week of classes.

For face-to-face courses, instructors shall provide a minimum of 15 minutes of scheduled class time for SOCI completion during the designated SOCI completion period. Instructors of face-to-face courses shall leave the classroom during this time in order to promote student privacy and reduce perceived pressure or response bias.

The University shall provide clear guidance and technical support to faculty and students to ensure consistent implementation and accessibility of online SOCIs. The AVP for Faculty Affairs shall ensure that faculty receive directions on how to access online SOCIs via the Learning Management System so that faculty can encourage student participation. Faculty may encourage their students to complete SOCIs. Faculty members shall administer SOCIs in Accordance with the Collective Bargaining Agreement.



Policy on Global Announcements on the Canvas Dashboard

RES 262703

AS&SS

RESOLVED: That global announcements on the Canvas Dashboard be limited to emergency notifications and communications issued or requested by the Chancellor's Office and approved for distribution by the President or President's designee.

RATIONALE: Canvas functions primarily as an academic and instructional environment, while global announcements on the Canvas Dashboard are distinct from faculty-controlled course content. Because global announcements reach students broadly, their use should be limited to preserve the visibility and effectiveness of this communication method and reduce message fatigue. Restricting global announcements to emergency notifications and approved Chancellor's Office communications provides clear parameters while preserving other established university communication channels for campus messaging.

Distribution List:

- President
- Provost and VP for Academic Affairs
- VP for Student Affairs and Strategic Enrollment Management
- AVP for Faculty Affairs
- AVP Academic Affairs and Dean of Academic Programs
- College Deans
- Associate Deans
- Dean of Libraries
- Dean of Antelope Valley
- Dean of Extended University and Global Outreach
- Department Chairs
- General Faculty

Approved by the Academic Senate:

Sent to the President:

President Approved:



Updates to Bylaws

RES 262704

EC

RESOLVED: That the attached version of the Bylaws be adopted by the Academic Senate.

RATIONALE: These revisions specify that the rules in the current edition of Robert's Rules of Order Newly Revised shall govern the Senate in all cases in which they are applicable and in which they are not inconsistent with the Bylaws and any special rules of order the Senate may adopt.

These revisions also update membership of the Standing Committees.

Attachment: PROPOSED REVISIONS_Senate Bylaws 2026_20260918

Distribution List:

President
Provost and VP for Academic Affairs
VP for Student Affairs and Strategic Enrollment Management
AVP for Faculty Affairs
AVP Academic Affairs and Dean of Academic Programs
AVP for Student Affairs and Dean of Students
AVP for Information Technology Services and Chief Information Officer
Acting Executive Director of Antelope Valley
College Deans
Dean of Extended Education and Global Outreach
Dean of Libraries
Associate Deans
Department Chairs
General Faculty
Associated Students, Inc.

Approved by the Academic Senate:

Sent to the President:

President Approved:



CALIFORNIA STATE UNIVERSITY, BAKERSFIELD

Academic Senate Bylaws

Approved and Amended by the Academic Senate: XX, 2026
President Approved: XX, 2026

Sections

- I. Governance of Meetings
- II. Meeting Times and Dates
- III. Order of Business for Meetings
- IV. Standing Committees
- V. Expressions of the Senate
- VI. Amendments

SECTION I: GOVERNANCE OF ACADEMIC SENATE MEETINGS

- A. ~~Robert's Rules of Order, Latest Edition, shall govern the conduct of the meetings of the Academic Senate except insofar as the Bylaws may make express provision to the contrary. The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Senate in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Senate may adopt.~~
- B. The Academic Senate recognizes the following priorities for motions. For top priority motions, a member can interrupt the current speaker to make the motion to ask the Chair to be recognized.
1. Top Priority: Privileged Motions
 - a. Point of Order
 - b. Point of Information, or Clarification
 - c. Point of Privilege
 - d. Point of Personal Privilege
 - e. Point of Interruption
 2. Second Priority
 - a. Move to amend
 - b. Move a substitute motion
 - c. Move to divide (Division of the Question)
 - d. Move to consider ad seratium (i.e., one after the other)
 - e. Move to refer (e.g., back to a committee)
 - f. Add an item to the agenda
 - g. Move to adjourn – non-debatable (requires a simple majority)
 - h. Move to table (or “lay on the table”) – non-debatable (requires a simple majority)
 - i. Move to postpone (to a specific time, or indefinitely) – debatable
 - j. Challenge ruling of the Chair (Debatable, but only as to whether to sustain the Chair’s ruling, not the issue ruled upon)
 - k. Call the Question/Move the Previous Question
 1. To force a vote on an item (i. e., bring about a vote when there are still names on the speaker’s list), a member must first be recognized by the Chair (usually by rising to the top of the speaker’s list) and then move to close debate (or “move the previous question.”) This is non-debatable and requires a 2/3 vote.
- C. The Senate Chair may appoint an Academic Senate Parliamentarian.

- D. Normally, all members shall attend all scheduled meetings of the Academic Senate. The presence of a majority of the voting members of the Academic Senate shall constitute a quorum.
- E. By the second meeting of the academic year, each member shall designate an alternate who may substitute for that member when the member must be absent. A member may be represented by an alternate at no more than five meetings. Proxies are not permitted. A member who does not attend or have an alternate attend, without excuse or notification, three consecutive meetings of the Academic Senate will be replaced by an election conducted by the appropriate constituency.
- F. All meetings of the Academic Senate shall be open with the provision that the Senate may, by a two-thirds vote, go into closed session to consider matters which are required to be held confidential (such as appointments, recommendations concerning the naming of campus facilities, or other similar items) or to maintain order.

SECTION II: ACADEMIC SENATE MEETING TIMES AND DATES

- A. Regular meeting dates and times for the next academic year shall be fixed by a majority vote at the organizational meeting of the new Academic Senate in the Spring.
- B. The Academic Senate, by concurrence of a simple majority vote, may fix a different time for a regular meeting or call a special meeting.
- C. The Chair of the Academic Senate may, with the concurrence of a majority of the members of the Executive Committee, call a special meeting.

SECTION III: ORDER OF BUSINESS FOR ACADEMIC SENATE MEETINGS

- A. The regular order of business for Senate meetings shall be as follows, subject to change by a simple majority vote:
 - 1. Call to Order
 - 2. Approval of Minutes of Previous Meeting
 - 3. Announcements and Information
 - 4. Approval of Agenda
 - 5. Statewide Academic Senators' Report
 - 6. Provost's Report
 - 7. Committee Reports and Requests
 - 8. Resolutions
 - 9. Expressions of the Senate
 - 10. Open Forum Items
 - a. Old Business
 - b. New Business

11. Comments from the Floor

12. Adjournment

- B. Fifteen minutes prior to the stated time of adjournment of each regular meeting, the Chair shall ask whether any members of the General Faculty present have matters which they wish to bring before the Academic Senate. Such matters take precedence during the final quarter hour of the meeting. If no such matters are brought to the Academic Senate, discussion will revert to the business at hand.
- C. The deliberative process shall be as follows:
1. Business for consideration shall be addressed to the Chair, who will refer the item to committee, place the item on the Academic Senate Agenda, or consult with the Executive Committee in deciding the item's disposition.
 2. Executive Committee Minutes shall list all items and their disposition.
 3. Except for items added in consequence of Section III. B., items may be added to a distributed agenda only when the agenda comes up for approval at the beginning of the meeting. Such unscheduled agenda items will require a second reading except when waived by a two-thirds vote.
 4. Any changes in the Handbook or Bylaws will require a second reading.

SECTION IV: STANDING COMMITTEES

- A. Regulations Governing Standing Committees
1. Standing Committee Chairs shall be elected by the Academic Senate from its membership at the Organizational Senate meeting at the end of Spring semester. A call for nominations for Standing Committee Chair positions should be posted two weeks prior to the Organizational meeting. Eligible members include those who have served at least one year on the Academic Senate and have served at least one year on the Standing Committee, either presently or in the past, for which the Chair position is sought. Each nominee is expected to express their interest and identify their qualifications at the Organizational meeting (*revised 2023-2024*).
 2. 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.
 3. Standing Committee operating procedures shall be as follows:
 - a. At the request of the Academic Senate, each Standing Committee shall be responsible for formulating policy recommendations. All recommendations requiring a change in policy shall be presented in writing and in resolution form to the Academic Senate Executive Committee, which shall schedule items for the Senate agenda.

- b. Standing Committee recommendations that do not require a change in policy shall be reported to the Executive Committee by a memorandum.
 - c. 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.
 - d. Each Standing Committee Chair may appoint subcommittees without membership restrictions;
 - e. 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.
 - f. The present of a majority of voting Committee members shall constitute a quorum. The exception to this shall be that a quorum requires a majority of voting members when the Academic Affairs Committee meets as the University Curriculum Committee.
 - g. The Executive Committee will replace a Committee member who does not attend, without excuse or notification, three consecutive Committee meetings.
 - h. Standing Committee Chairs shall provide progress reports on the work of their committees at the regular meeting of the Academic Senate.
 - i. Standing Committee members shall identify to the Committee Chair an alternate who will attend meetings in the members' absence.
4. All ~~university-wide~~ committees listed in section 107 of the handbook to which the Senate has major appointing responsibilities and on which there are designated Senate committee representatives will provide to the Senate an annual report of all actions taken by the committee.
5. The Executive Committee may organize university committees as necessary in coordination with other University segments.
- B. The Standing Committees, their membership, and responsibilities shall be as follows:
- 1. Academic Affairs (AAC)

- a. The Academic Affairs Committee shall consist of the following eight voting members or their designees: seven faculty appointed, and one student representing ASI. In addition, (1) the Faculty Director of General Education Curriculum Committee (GEGCo), (2) the Associate Vice President for Academic Affairs and Dean of Academic Programs, and (3) a Curriculum Specialist from the Office of Academic Operations and Support Services, or their respective designees, shall serve *ex officio* and non-voting.
 - b. The Academic Affairs Committee functions shall be to review and report to the Academic Senate its recommendations regarding:
 1. All new academic policies, procedures, programs, and curricula having inter-schoolcollege or all-university impact;
 2. Proposed changes to the University Catalog that have inter-school college or all-university impact;
 3. The Academic Plan; and
 4. Proposed changes in the implementation of the General Education Program.
 5. In addition, the Academic Affairs Committee shall serve as the University Curriculum Committee for interschoolintercollege programs that have required courses for majors and/or minors (i.e., not electives) in more than one schoolcollege; and shall
 6. 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-schoolcollege or all-university impact.
2. Faculty Affairs Committee (FAC)
 - a. The Faculty Affairs Committee shall consist of the following seven voting members or their designees: seven faculty, including at least one librarian. In addition, the Associate Vice President for Faculty Affairs or a designee and a CFA Bakersfield Representative (the CFA President, Vice President, or Faculty Rights Chair as determined by the CFA President) shall serve *ex officio* and non-voting.
 - b. 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; and
 3. review and prepare recommendations concerning policies on faculty development, such as the University Research Council.
 3. Budget and Planning Committee (BPC)

- a. The Budget and Planning Committee shall consist of the following ten voting members or their designees: seven faculty, including at least one librarian, one student services officer, one non-MPP staff member, and the President of the Associated Students or a designee. In addition, the (1) Academic Senate Chair, (2) the Provost and Vice President for Academic Affairs (P&VPAA), and (3) Vice President and Chief Financial Officer for Business and Administrative Services (VPBAS), or their respective designees, Chief Financial Officer (CFO) or designee shall serve as ex officio and non-voting.
 - b. 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, 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.
4. Academic Support and Student Services Committee (AS&SS)
- a. The Academic Support and Student Services Committee shall consist of the following ten voting members or their designees: seven faculty, including at least one librarian, one student services professional, one non-MPP staff member, and the Vice President of the Associated Students, Inc. or designee. In addition, (1) the Vice President for Student Affairs and Strategic Enrollment Management (VPSASEM), (2) the Dean of Libraries, (3) the Associate Vice President for Enrollment Management, (4) and the Executive Director of the Associated Students, Inc., and the (5) Associate Vice President and Chief Information Officer (AVP/CIO), or their respective designees, shall serve ex officio, and nonvoting.
 - b. 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, 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.

SECTION V: EXPRESSIONS OF THE SENATE

Expressions of the Senate represent statements of opinion, concern, recognition, or perspective adopted by the Academic Senate. Because these statements reflect the collective voice of the Senate rather than a policy action, Expressions of the Senate do not require approval by the President. The President may, at their discretion, choose to endorse the statement or issue a separate response.

A. Statements of the Senate

A Statement of the Senate is a formal expression of the collective view of the Academic Senate on matters affecting the University, the California State University system, higher education, or issues of academic concern.

Statements of the Senate may be brought forward by the Executive Committee, which retains the authority to place such items on the Senate agenda. Members of the Senate may also request that the Executive Committee consider bringing forward a Statement of the Senate, or request that the proposed Statement of the Senate be added to the agenda for consideration (see Section III. C. 3).

Individuals who are not members of the Senate, including faculty, staff, students, or administrators, may propose a Statement of the Senate by submitting the proposed statement to the Executive Committee. The Executive Committee will review such submissions and determine whether the item is appropriate to place on a future Senate agenda for consideration by the full Senate.

Statements of the Senate:

- a. May be advisory in nature.
- b. Do not amend University policy unless expressly stated.
- c. Shall be presented in written form.
- d. Shall follow the same notice and second-reading requirements as resolutions unless waived by a two-thirds vote.
- e. Shall require a majority vote of those present and voting.

B. Votes of No Confidence

- a. A Vote of No Confidence is an extraordinary and serious expression of the Academic Senate indicating that it has lost confidence in the leadership of a specified administrator or administrators.
- b. A Vote of No Confidence shall not be initiated solely on the basis of policy disagreements, differences in administrative judgment, or personal or political disagreement.
- c. Initiating a Vote of No Confidence Resolution
 - i. A proposed Vote of No Confidence initiated by the Executive Committee of the Academic Senate may be brought forward as a resolution adopted by a majority vote of the Executive Committee. The resolution shall include a clear statement of the grounds upon

which it is based and a rationale supporting the proposal. Upon adoption by the Executive Committee, the proposed resolution shall be placed on the agenda of a regular Academic Senate meeting.

- ii. A petition for a proposed Vote of No Confidence initiated by members of the General Faculty shall begin with a written notice of intent submitted to the Executive Committee. This notice shall indicate that signatures will be collected in support of a petition and shall include a clear statement of the grounds upon which the proposed Vote of No Confidence is based.

- 1. Following submission of the notice of intent, the petition for a Vote of No Confidence shall be developed in the form of a proposed resolution with a supporting rationale.
 - 2. The petition must bear the dated signatures of at least fifteen percent (15%) of the General Faculty within the relevant constituency of the University.
 - 3. The signature collection period shall begin on the date the notice of intent is submitted to the Executive Committee.
 - 4. All required signatures must be collected within thirty (30) working days of this notification. Only signatures dated within this 30-working day period shall be counted toward the required total.
 - 5. The petition, with dated signatures, shall be submitted to the Executive Committee for review of procedural compliance.

- iii. Review for Procedural Compliance

- 1. The Executive Committee shall review proposals submitted under subsection (ii) solely for compliance with the procedural requirements of this section. If the procedural requirements are satisfied, the Executive Committee shall place the item on the agenda of a regular Academic Senate meeting. The Executive Committee shall not make determinations regarding the substantive merits of the proposal.
 - 2. The confidentiality of the dated signatures shall be maintained.

- iv. Distribution

- 1. The proposed motion shall be distributed to the Academic Senate membership at least one regular meeting prior to consideration.

- d. Senate Action and Ratification

- i. The Academic Senate shall deliberate and determine the merits of the Vote of No Confidence. Because such action carries significant institutional implications, a Vote of No Confidence should be considered only in exceptional circumstances. Appropriate grounds may include, but are not limited to:

- 1. Demonstrated misconduct;

2. Actions that bring material disrepute to the University;
 3. Sustained dereliction of duty;
 4. Failure to perform the fundamental responsibilities of the office; or
 5. Conduct that substantially impairs the effective functioning of the University.
- ii. Adoption by the Academic Senate shall require:
 1. A quorum of the total voting membership;
 2. A two-thirds (2/3) vote of the voting members of the Academic Senate; and
 3. The resolution for a Vote of No Confidence must have two readings, and the first reading shall not be waived.
 - iii. Ratification by the General Faculty.
 1. If approved by two-thirds (2/3) of the voting members of the Academic Senate, the motion shall be forwarded to the General Faculty for consideration. Ratification shall require a majority vote of the General Faculty members voting.

SECTION VI: AMENDMENTS

Amendments to these Bylaws must be offered at the regular meeting prior to the regular meeting at which the vote is taken, and this requirement cannot be suspended. A majority vote of the total Academic Senate membership is sufficient to amend these Bylaws.