



## Academic Senate: Executive Committee

AGENDA- Extra Meeting

TUESDAY, MARCH 17, 2026

10:00 A.M. – 11:30 AM

**Location:** BPA Conference Room 134 and virtual.

**Zoom Link:** <https://csub.zoom.us/j/85981842316?pwd=M2QqHBI2e0S3BPLhSFGMavtTVfDYbA.1>

**Members:** M. Danforth (Chair), D. Solano (Vice-Chair), D. Thien (Provost; excused), C. Lam (ASCSU Senator), N. Michieka (ASCSU Senator), T. Tsantsoulas (AAC Chair), L. Kirstein (AS&SS Chair), A. Grombly (BPC Chair), Z. Zenko (FAC Chair), and K. Van-Grinsven (Senate Analyst).

1. Call to Order

2. Announcements and Information

A. Spring 2026 Guests

i. EC Guests

a. March 24- President attending EC

i. Develop list of questions

ii. Senate Guests

a. March 26 – D. Cantrell, Enrollment report

b. April 30 – Spring Reports

i. FTLC, GECCo, UPRC, URC (if needed)

ii. Written report as well as oral (?)

c. May 7 – Senate Organizational Meeting

i. Faculty Award recommendations from FHAC

d. Early Fall 2026

i. GRaSP, FAR (oral reports/presentations)

e. Unscheduled:

i. Committee on Professional Responsibility (CPR)

ii. WSCUC Logistics – E. Adams (*provide updates to Senate*)

3. Approval of Agenda (Time Certain: 10:05 AM)

4. Approval of Minutes

A. March 10, 2026 (deferred)

5. Continued Items **(Time Certain: 10:10 am)**

- A. AS Referral Log (see BOX folder; handout) (deferred)
  - i. AAC (T. Tsantsoulas)
  - ii. AS&SS (L. Kirstein)
  - iii. BPC (A. Grombly)
  - iv. FAC (Z. Zenko)
- B. Provost Report (D. Thien) **(Time Certain: 10:45 am)**
  - i. Updates/ Status:
    - a. Academic Administrator Searches
    - b. Academic Administrator Reviews
  - ii. Additional Items
- C. Reports and Recommendations
  - i. Criteria for Proposing New Schools Taskforce (handout)
- D. RES 252624 – Senate Bylaws Revisions- Sections III and V. Expressions of the Senate – EC (draft in progress)
- E. Calendar Committee – A. Grombly, BPC Chair
- F. Planning for April Town Hall to discuss Instructional Budget Model
- G. Development of a Senate Recording Retention Policy for recordings that are intended to develop Minutes – EC (HOLD; draft in progress)
- H. Handbook and Bylaws Project – EC (handout)
  - i. Composition of Handbook and Bylaw Summer Working Group
  - ii. Expected timeframe of project
- I. ASCSU Lecturer Electorate Representative term (HOLD for Fall)
- J. Policies on approval of Course Coding Changes (CS Numbers) (HOLD; pending data)
- K. Faculty advising and CSUB Advising Council (HOLD)
- L. ASI Resolution: SB 104 ASI and Shared Governance (HOLD; pending ASI’s revisions)

6. New Discussion Items **(Time Certain: 11:00 am)**

- A. Elections and Appointments- D. Solano
  - i. In Progress: College Elected Positions (elections and 2<sup>nd</sup> calls)
  - ii. Develop formal procedures for appointments for the CSU Fong and Fetterly Award (HOLD; pending FHAC discussion)
- B. Faculty Legislative Liaison (handout)
- C. State Legislation
  - i. ASCSU Legislative Positions – C. Lam
  - ii. [AB-2693](#) Independent Doctoral Programs
  - iii. [AB-2606](#) Oil and Gas Demonstration Zones
  - iv. [AB-2301](#) Community colleges: Baccalaureate Degree in Nursing Pilot Program
- D. Staff Representative on Senate (handout)
- E. Chair/Director of the Year (handout)
- F. Academic Tuition/ Scholarship Waiver (handout)

G. Items from Advising Council (handout)

H. Summer Retreat agenda and logistics

- i. Date selected after the incoming subcommittee chairs are elected at the Organizational Meeting on May 7
- ii. Agenda Items:
  - a. Carry-over business
  - b. Interfolio

7. Agenda Items for Senate (deferred)

8. Adjournment

## **Academic Senate Task Force**

### **School Formation Criteria**

During Fall 2024, the California State University, Bakersfield (CSUB) Academic Senate Executive Committee requested that the Academic Affairs Committee (AAC), Budget and Planning Committee (BPC), Academic Support and Student Services Committee (AS&SS), and Faculty Affairs Committee (FAC) address the issue of school formation criteria. The standing committees elected representatives to an ad hoc task force to create new school formation policies and procedures, with representatives from the AAC, BPC, AS&SS, and FAC.

Since there are no existing policies on new school formation, the task force completed an extensive review of example policies from other California State University (CSU) campuses. The current document represents a consensus recommendation from the task force for a new policy document. We share this document with the standing committees and invite comments and suggestions, if any.

#### **Composition of Criteria for Proposing New Schools Task Force:**

Yangsuk Ko (Chair), Amber Stokes (FAC), Debbie Wilson (AS&SS), Heidi He (AAC), Rhonda Dugan (BPC), Deborah Cours (dean representative), and Laura Ann Bishop (staff).

CSU Bakersfield  
**Policies and Procedures for Establishing New Schools**

- I. Policy Purpose
  - A. The process for creating new schools within the colleges should be uniform and transparent.
  - B. A uniform system of school creation shall allow for fair and efficient mechanisms to be in place for interested parties to create schools.
- II. Policy
  - A. Definitions and Operative Terms
    - i. Principal academic sub-units are colleges at California State University, Bakersfield, whose chief primary academic/administrative officers are deans. Departments, schools, and programs are standard terms for units within colleges.
    - ii. Departments and schools are each part of a college, reporting to a college dean. Schools may, but need not necessarily, include more than one department, division, or program, as well as centers and institutes.
    - iii. Academic departments or schools serve as administrative units within the university's respective colleges and are organized around specific fields of academic inquiry and pedagogical outcomes.
    - iv. Departments offer a major, minor, and/or credential, and may offer a certificate. Schools, and any subordinate departments located within the school, will offer majors, minors, and/or credentials, and may offer a certificate.
    - v. Departments are led by department chairs, and schools by directors. In a school with multiple departments, department chairs will report to the school director. Both department chairs and school directors will be selected according to the University Handbook, and report to the dean of a college. The director of a school which has multiple departments from different colleges will report to the dean of the college in which the school is located.
    - vi. Considerations that will normally apply in designation of one or more units as a school include professional accreditation, licensing, or certification requirements for graduates, size of the unit(s) and common practice in higher education of administratively referring to the discipline as a school.
  - B. Purpose of an Academic School
    - i. The purpose of a school is to support the mission of the university by offering academic programs in the disciplines it houses, promoting academic inquiry and critical thinking within and across disciplines, and engaging in disciplinary and interdisciplinary research, scholarship, and creative activities.
    - ii. To qualify as a school, the proposed entity must:
      - 1. Offer a set of academic programs, approved through the appropriate curricular review process (department, college, university, and CSU system levels), that lead to undergraduate or graduate degrees.
      - 2. Ensure to its faculty the rights and responsibilities of Academic Freedom, as defined by the American Association of University Professors, to engage in free inquiry and dissent in both scholarship and instruction. This includes the rights of the school and units within to initiate curricular proposals, to make autonomous decisions on instructional materials, pedagogy, delivery mode, and grading systems/practices. The faculty unit is free to offer its own views and interpretations that may dissent from the received views of either the discipline or in any other arena of society.

3. Be mainly comprised of Unit 3 faculty, who are subject to the rights and responsibilities of the CFA-CSU collective bargaining agreement, the CSUB University Handbook, and other relevant university policies.

### III. Formation of New Schools, or Modifications to Existing Schools

- A. A new school may be formed as (1) an entirely new entity, (2) a result of dividing an existing school, (3) a result of combining two or more existing schools, or (4) a result of combining two or more departments from one college or from different colleges into a single school.
- B. Requests to change the structure of an already existing school should usually emerge from the concerns of the faculty, the school director and/or the dean directly involved. However, other individuals of the university may suggest that the faculty examine the effectiveness of the present school structure, especially as part of the Program Review process.
- C. If the change affects more than one college, then more than one dean will be involved, so any references to a dean in this policy statement implies more than one dean if the situation is so indicated.
- D. Collegiality is the fundamental principle upon which the governance of the university rests. At any point in this process, any of the parties involved may consult informally with anyone in the campus community whose contribution seems desirable.

### IV. Procedures for Establishing a New School

- A. Initiation of Proposal
  - i. Faculty members, departments, schools, colleges or administrative officers of the university may initiate discussion and consultation processes to consider the establishment of a new academic school.
  - ii. When considering a change in school structure, the relevant faculty, the appropriate college dean, and the Provost and Vice President for Academic Affairs (P&VPAA) should engage in considerable informal discussion. These people should solicit advice from other potentially interested parties, possibly including faculty in other departments, schools, or colleges as well as the Academic Senate.
  - iii. When informal discussions appear to have elicited all relevant issues and concerns, the faculty who wish to form the new school should write a proposal that addresses all areas set forth below in New School Proposal: Contents.
  - iv. The initial request should be submitted in writing to the appropriate dean(s). Due to the potential impact on departments/schools/colleges/programs, faculty, staff, and students, the proposal must follow the guidelines and review process set forth below in New School Proposal: Procedure for Review.
- B. New School Proposal: Contents
  - i. Background and Introduction
    1. The exact name of the proposed school and name(s) of individual(s) preparing the proposal;
    2. Description of the consultation process and informal discussions that occurred prior to the submission of the proposal (Initiation of Proposal);
    3. Description of possible consequences for not forming the new school;
    4. Statement of how the proposed school may advance the campus' vision, mission, and goals;
    5. Statement of how the proposed school will better serve the needs of institution, students, faculty and staff; and contribute to the recruitment and retention of a high quality and diverse faculty;

6. Statement of how the proposed school will provide added value or benefits to CSUB, enhance the relationships of the college(s) where the school is housed, including its faculty, students, and the greater community;

- ii. Faculty Composition

Include the following information:

- a. Regardless of whether the proposed school has one or multiple departments, include the name of each department, the name of the department chair, number of faculty in each department including the ranks (lecturer, assistant professor, associate professor, or professor), and current college or school affiliation. In the case of school restructuring, also include whether the listed departments will be moved to the new school or jointly appointed between their prior academic units and the new school.
  - b. If the new school is breaking away or drawing members from existing schools/ colleges, list all foreseeable effects that this change would have on other department(s), school(s), or college(s) in terms of name change, number of faculty, support staff, curriculum, operating budget, or space, etc.
  - c. Results of a vote from each college directly affected, including written comments from affected academic program chair(s)/director(s) and faculty. Anonymity, if requested, should be accommodated and respected throughout the process.
- iii. In the case of impacts on schools, colleges or programs with external accreditation, provide the rationale and justification for creating the school that aligns with accreditation requirements.

- C. Budgetary, Financial, and other Resource Considerations

In general, creating the school should be completed in a budget-neutral manner. Release time for the director and staff time for the school office should be covered by reallocation from existing resources within the colleges, departments, and programs involved. The director should be a faculty member on course release, not an administrator.

- D. Planned Implementation and Timeline

- i. The proposed date of implementation and the appropriate timeline for the process of implementation.
- ii. Include important milestones and dates for the development of the school.

- V. New School Proposal: Procedure for Review

The proposal must pass through the following levels of review in the order indicated. The individual(s) at each level review the proposal, consult with others as appropriate, and then either forward it to the next level with a positive recommendation or provide a written explanation of the reasons for withholding approval. If the proposal fails to receive approval at any level, the proposal shall not proceed to the next level of review. The proposers may choose to revise and resubmit to that specific level of review. Any revisions of a proposal shall be communicated with previous levels of review. All levels of review must be documented clearly for subsequent review levels:

- i. The initial proposal must be submitted to the appropriate dean(s) for consultation

and signature(s). The dean(s) shall provide written comments/recommendations to the originator(s) of the proposal.

- ii. The proposal, including responses and revisions based on feedback from the dean(s), shall then be submitted to the P&VPAA, who shall consult with the Council of Deans and provide written comments/recommendations reflecting their own review and feedback from the council.
- iii. The revised proposal, including responses and revisions based on feedback from the dean(s), P&VPAA, and Dean's Council, shall then be submitted to the Academic Senate, through the Executive Committee. If all prior levels of review are deemed to have been satisfied, the proposal shall be forwarded to the Standing Committees for review. Each Standing Committee will review the proposal and provide their comments/recommendations.
- iv. If the revised proposal receives approvals from all prior levels of review, the proposal will then be sent to the full Academic Senate for review and final approval.
- v. The approved proposal shall then be forwarded to the President for their final decision regarding the proposal.

**Signature:**   
**Email:** yko@csub.edu

**Signature:**   
**Email:** lbishop@csub.edu

**Signature:**   
Deborah Cours (Dec 9, 2025 16:23:22 PST)  
**Email:** dcours@csub.edu

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**Email:** hhe@csub.edu

**Signature:** *Amber Stokes*  
**Email:** astokes2@csub.edu

**Signature:**   
Debbie Wilson (Dec 9, 2025 15:15:27 PST)  
**Email:** dwilson4@csub.edu





**Topic:** Handbook and Bylaws Project – EC (See Box folder for handouts)

- A. Updating Schools to Colleges
- B. Updating all references to quarters
- C. Standing Committees Composition:
  - 1. Clarify Handbook language about staff positions being non-MPP staff
  - 2. AS&SS Composition: Associate Dean of Undergraduate and Graduate Studies is not actually listed in the bylaws as an ex-officio member of AS&SS.
  - 3. Update language for administrator positions to allow for designee
  - 4. Review and update the Standing Committees ex-officio positions due to the re-organization of university
  - 5. AAC Composition: Clarify the catalog and PeopleSoft positions with the SASEM re-organization.
- D. Director of Assessment: Review position (Handbook 105.2 and 305.6.)
- E. Council of Academic Deans: Review Composition and name (Handbook 105.2)
- F. Public Affairs Committee: Committee in handbook but not bylaws (Handbook 107.1. Standing Committees of the Academic Senate). Discussion on if we want to create the committee or not.
- G. Review committees listed (Handbook 107)
- H. Update TEAC Description: Currently lists old college names (H&SS, SOE, and NSM) (Handbook 201.5)
- I. Update reference to Associate Vice President for Academic Affairs- association with Academic Advising and review other duties (Handbook 104.2.1)
- J. Update position titles in 309.9 (Handbook 309.9)
- K. Update all references to the AVP of Enrollment Management- distinguish the VP of Strategic Enrollment Management from the new AVP of Enrollment Management
- L. Bylaws Section IV.A.4 Annual reports from committees- limit to specific committees?
- M. Changes to Bylaws and Handbook that were approved by previous resolution but never posted (e.g. clarifying the edition of Robert's Rules of Order). **\*Note:** Attach revision log.
- N. Q2S Lingered Issues:
  - 1. Deadline issue for stating one's intent to seek promotion to full professor
  - 2. Discussions about whether we should change the Handbook to require classroom observations for tenured faculty.
- O. Section 103.1 Statewide Organization Structure still states 23 CSU campuses- remove number?
- P. Update the Committee on Academic Requirements and Standards (CARS) to the General Education Curriculum Committee (GECCo) - referenced in various places in Handbook
- Q. Updated all references to "Services for Students with Disabilities" to the new name, "Center for Accessibility and Essential Needs." Review 303.1.5 Course Syllabi, Appendix K - Instructional Materials, etc.
- R. Updates to Handbook Appendices B and C to address inconsistencies (handout)
- S. Student Ombudsperson (Appendix D changes, add definition of Student Ombudsperson)

**From:** Melissa Danforth  
**Sent:** Wednesday, February 25, 2026 1:54 PM  
**To:** Senate Executive Committee Group  
**Subject:** Faculty legislative liaison  
**Attachments:** AS-3609-23.pdf

Hi all,

The statewide chairs mailing list had a recent thread about faculty legislative liaisons in response to the attached ASCSU resolution encouraging campuses to create such positions.

CalPoly was gracious enough to pass along their resolution to create the position, which has further evidence from HEERA and AAUP: <https://digitalcommons.calpoly.edu/cgi/viewcontent.cgi?article=1984&context=senateresolutions>

Something to consider. The Handbook has one line mentioning the Public Affairs Committee of the Senate, which has long been dormant. We can discuss if we want to revive that committee with this additional charge, or if we want to have a single Senator fill that role.

Melissa

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Dr. Melissa Danforth (she/they)  
Chair, CSUB Academic Senate  
PI, CSUB's S-STEM Scholarship Program  
Professor of Computer Science  
Department of Computer & Electrical Engineering/Computer Science  
California State University, Bakersfield  
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**ACADEMIC SENATE  
OF  
THE CALIFORNIA STATE UNIVERSITY**

AS-3609-23/FGA (Rev)  
March 16-17, 2023

**ENCOURAGING CAMPUS FACULTY LEGISLATIVE LIAISONS**

- RESOLVED:** That the Academic Senate of the California State University (ASCSU) suggests that campus Senates create a position of Campus Faculty Legislative Liaison; and be it further
- RESOLVED:** That the ASCSU recommends that this position be held by a Campus Senator who will meet with the campus Government and Local Relations legislative staff and report and communicate with the campus Senate Executive Committee and the campus Senate who may adopt other formal responsibilities for the position; and be it further
- RESOLVED:** That the ASCSU recommends that CSU Campus Senates and Presidents support faculty in lobbying efforts to strengthen individual and collective CSU efforts with a Campus Faculty Legislative Liaison, or Senate Chair/designee, who will meet twice annually (in a virtual format unless the CSU Chancellor's Office will fund a trip to a common location) with the ASCSU Legislative Specialists, the ASCSU Fiscal & Governmental Affairs (FGA) Committee Chair and other Campus Faculty Legislative Liaisons; and be it further
- RESOLVED:** That the ASCSU requests the head of the CSU Chancellor's Office (CO) Advocacy and State Relations office, and campus Government and Community Relations staff join those meetings; and be it further
- RESOLVED:** That the ASCSU requests the California Faculty Association (CFA) Legislative Director and/or the CFA Legislative Analyst, and CFA ASCSU Liaison join those meetings; and be it further
- RESOLVED:** That the ASCSU advises CSU Presidents that they encourage cooperation between the ASCSU Faculty Legislative Specialists and the Campus Faculty Legislative Liaisons (see <https://www.calstate.edu/impact-of-the-csu/government/Advocacy-and-State-Relations/Pages/campus-legislative-liaisons.aspx>); and be it further
- RESOLVED:** That the ASCSU recommend that CSU Senates request funding from their President for this essential faculty service work; and be it further
- RESOLVED:** That the ASCSU distribute this resolution to the CSU Board of Trustees, CSU Chancellor, CSU Executive, Assistant and Associate Vice Chancellors, CSU campus Presidents, CSU campus Senate Chairs, CSU campus Senate Executive Committees, CSU Provosts/Vice Presidents of Academic Affairs, California Faculty Association (CFA), California State Student Association

(CSSA), and the CSU Emeritus and Retired Faculty & Staff Association (CSU-ERFSA).

***RATIONALE:*** *In order to coordinate efforts and communication, we offer this resolution to bring together existing advocacy to form a unified advocacy to the legislature. Advocacy efforts for the CSU are built on the work of The Office of Advocacy and State Relations (ASR) advocates for the interests of the California State University with the state's government. ASR does so with the help of the Chancellor's Office, the CSU's 23 campuses, alumni, and other supporters." Presently, the advocacy efforts by the ASCSU Fiscal and Government Affairs Committee, and more specifically the work of the ASCSU Legislative Specialists, are not coordinated with CSU Senates beyond ASCSU statewide senator reporting. Each year the ASCSU Senate votes on legislative advocacy priorities with some cross-consultation with California Faculty Association (CFA) leadership. While Campus Legislative Liaisons exist, there is no coordination with the campus Senates. The creation of parallel Campus Faculty Legislative Liaisons will strengthen overall CSU advocacy efforts and, especially the advocacy efforts of the ASCSU by mobilizing campus Senates and increasing individual and collective faculty to contact their representatives in support of ASCSU legislative advocacy priorities.*

**Approved Unanimously – May 19-20, 2023**

**Katherine Van Grinsven**

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**From:** Melissa Danforth  
**Sent:** Thursday, February 26, 2026 8:41 AM  
**To:** Karen Ziegler-Lopez; ORG-AcademicSenateOffice  
**Cc:** Danielle Solano; Katherine Van Grinsven; Senate Executive Committee Group  
**Subject:** RE: Formal Referral Regarding Staff Representative for Academic Senate

Hi Karen,

We will discuss this during the summer Handbook and Bylaws project, as any changes to Appendices B and C require a constitutional referendum among General Faculty and it's getting a little too late in the academic year for that process.

Melissa

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**From:** Karen Ziegler-Lopez <kziegler2@csu.edu>  
**Sent:** Thursday, February 26, 2026 2:05 AM  
**To:** ORG-AcademicSenateOffice <academicsenateoffice@csu.edu>  
**Cc:** Melissa Danforth <mdanforth@csu.edu>; Danielle Solano <dsolano@csu.edu>; Katherine Van Grinsven <kvan-grinsven@csu.edu>  
**Subject:** Formal Referral Regarding Staff Representative for Academic Senate

Dear Academic Senate Executive Committee,

I am writing to formally submit a referral to Academic Senate regarding the Staff Representative and the documented election process. Academic Senate is clearly a faculty committee, whose membership is defined in the University Handbook, overseen by faculty. Academic Senate is the only body that has the authority to define and clarify the role of its membership and the appropriate election process.

You may recall that the 2025 Staff Representative for Academic Senate was selected by Staff Forum, which raised concern from quite a few staff members. I was the inaugural staff representative for Academic Senate, which was a late election call for the 2013 – 2015 cycle. The staff as a whole received a call for nominations and an opportunity to vote for the Staff Representative from the inaugural election through the 2023 – 2025 election cycle. The nomination and election cycle for 2025 is the first time that the Staff Representative was selected by a small group of staff members rather than the staff as a whole. After some inquiries, it seems that for the first time since adding the position, the election was done following the membership guidelines of the Constitution of the Academic Senate ([https://www.csub.edu/senate/files/University\\_Handbook\\_2025.pdf](https://www.csub.edu/senate/files/University_Handbook_2025.pdf), page 118 or PDF page 130). Please note that this member is the only one elected by anyone other than the people they represent. I suspect this was simply an unintended case of faculty creating a process for staff elections without knowing what they didn't know.

## Article 1 Membership

**Section 1** The Academic Senate shall be composed of the following members:

- A. the General Faculty Chair and Vice Chair elected by the General Faculty;
- B. two representatives to the CSU (statewide) Academic Senate elected by the General Faculty;
- C. one lecturer representative to the CSU (statewide) Academic Senate Lecturer Senate Electorate elected by the lecturer faculty;
  - a. The Lecturer representative may be full-time or part-time with a time base entitlement of at least 0.6 (e.g., 18 WTUs for the academic year)
  - b. The lecturer representative may be elected to the CSU (statewide) Academic Senate
  - c. If the Lecturer representative is elected to the CSU (statewide) Academic Senate, then they will serve on the Executive Committee as a representative to the Academic Senate CSU (see Section 2)
- D. two representatives from each College,
- E. one representative from the CSU Bakersfield Antelope Valley campus, elected by the respective faculty members of the Antelope Valley Campus
- F. six at-large representatives elected from and by the General Faculty;
- G. the ASI President or designee;
- H. one representative of the Council of Academic Deans selected by the council;
- I. a staff member elected by Staff Forum;
- J. the immediate previous Senate Chair, will serve for a period of one term, *ex officio*; and

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- K. the Provost (and Vice-President for Academic Affairs) serves *ex officio* and nonvoting.

Committees in the realm of staff is quite different than the formal processes that occur with faculty committees. As a point of clarification, there is no staff equivalent to Academic Senate or any other staff committee with any resemblance of the type of representation or function as Academic Senate. Only a few campus-wide committees have ever required a formal election process for the staff representative (conducted through Human Resources). Most committees are on a volunteer basis, associated with our positions, or a representative designated by their department. If you are not familiar with Staff Forum, they are a group of volunteer staff members who work together to create social activities, staff recognition, and fundraising for staff / staff dependent scholarships. They do great work, but the staff involved in this group are largely staff who have been able to carve out some time to dedicate to the work done by Staff Forum but they are not nominated or elected by the campus-wide staff. There may be an election process internal to Staff Forum, but there is no campus-wide election for anything associated with Staff Forum. I was involved in Staff Forum in 2005 – 2007 when I was employed in the BAS division but was no longer able to dedicate the time needed once I moved to a position in Academic Affairs.

I believe the initial vote for a Staff Representative in 2013 - 2015 required staff to print out their ballot from an email attachment and physically deliver it to a box on the front counter in the Human Resources Department. I left CSUB midway through my term but prior to leaving, I provided feedback to Senate Executive members to use the same voting protocol for the staff representative that is used for the faculty representatives. I don't know if they instituted that change during the 2015 – 2017 election but did implement that change for the 2017 through 2023 election cycles. You can see in the attached emails that the call for nominations, elections, and election results were handled through the Academic Senate Office using the same voting platform that was used for the faculty election.

I am requesting that Senate Executive Committee and the appropriate Standing Committee(s) address the following items:

1. Does Academic Senate want to continue having a staff representative? Just because a past Senate thought it would be useful does not mean the current and future Senates agree. If Senate no longer finds it appropriate or useful to have a staff representative then Senate could work through the process of eliminating the position.
2. Please define or further clarify the role of the staff representative. Is there specific knowledge or experience that Senate expects of the representative? As an example, if you look at the list of nominates for the 2017 election cycle you can see there are six ASC's, two directors, a police lieutenant, a budget analyst, a tutor coordinator, and seven advisors of various types that expressed interest. If any one of these staff members can provide the type of feedback or participation that Academic Senate is looking for then you should leave the position as a broad "staff representative". Faculty Senators represent and are voted on by a defined constituency but "staff representative" is so incredibly broad. If the intent of the staff representative is to have a staff perspective on academic policies to address whether there are any unintended negative implications to students, this is a good opportunity to define that. If Senate specifically wants a staff member from the Academic Affairs Division, please define that. I can only speak for the three years I served on Senate but most of the times I spoke up (which wasn't often), it was largely on issues related to or impacting students. I provided that feedback based on years of conversations with students and helping them navigate our sometimes broken and / or confusing processes.

On a related note, the two directors in the 2017 election cycles may have been MPP's. It seems that MPP's fall under the staff term, for example the designated staff forums during the last WSCUC visit were open to all staff which included MPP's. If the Academic Senate is not looking for an MPP, please define that. If MPP's are welcome to be a representative, define that. Lack of definition creates more confusion and problems.

3. If Senate has made it this far, and decides to keep a staff representative then I am also asking that update the election process that ensures the representative is elected by the people they represent. Because there is no representative committee for staff, please consider running the election through the Academic Senate Office in conjunction with Human Resources (for the purpose of getting a list of current staff members). If you do not believe the Academic Senate Office is the appropriate place to run the election for this Senate position, please consider the alternative option of designating Human Resources to run the election.

CSUB is full of helpers and passionate employees that are interested in being more involved in the campus community on a deeper level, but it can be challenging to know where to apply this passion that has a meaningful impact. Providing clarity around who qualifies for the staff representative position, what the expectations are, and clarifying an election process that insures all constituents have a fair opportunity to vote on their representative will help individuals determine if Senate is the best place for their expertise.

I appreciate your time and the work you all do. Please let me know if you have any questions or need additional information.

Thank you,  
Karen

**KAREN ZIEGLER-LOPEZ**

She / her / hers

Advising Center Coordinator

College of Natural Sciences, Mathematics, and Engineering

(661) 654-2139

**California State University, Bakersfield**

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<https://www.csub.edu/advising/>



CALIFORNIA STATE UNIVERSITY  
**BAKERSFIELD**

## Katherine Van Grinsven

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**From:** Melissa Danforth  
**Sent:** Friday, February 27, 2026 8:48 AM  
**To:** Senate Executive Committee Group  
**Subject:** RE: Formal Referral Requesting Temporary Suspension of the Current Staff Election Process

Hi all,

FYI, I did some research in the Senate archives about the creation of the staff position.

In the EC minutes during Winter 2013, I found the request:

“Staff on Academic Senate- J. Fiedler reported that Ray Finnell has made a request for a staff representative to serve on the Academic Senate. V. Kohli suggested the issue be discussed with the Senate. Chair Kegley stated that this issue will be placed on the April 25, 2013 Academic Senate agenda as an open forum item.”

In the Senate minutes for that meeting, I found the discussion:

“Staff Representative on Academic Senate-On behalf of non-faculty and non-administrators at CSUB Ray Finnell explained the rationale for the request to create a staff seat on the Academic Senate. He stated that representation in the Senate would afford more opportunities for communication in both directions regarding policy and academic decisions. Chair Kegley opened the floor for discussion. Senators Moore and Tarjan spoke in favor of the issue. Senator Hartlep spoke against the issue stating that there is a history to the problem that goes back several presidents when there was representation from staff and administrators. They voted together as a block on important issues and we lost; the faculty voice was weakened. As a result, the Senate Bylaws were changed to a faculty senate. Senator Fielder acknowledged the past history and stated that one additional member at the table will not weaken the faculty vote; a strong staff voice can be very helpful in providing information that faculty does not have. H. Hernandez reported that the ASI supports inclusion of staff on the Senate. Chair Kegley conducted a straw poll which indicated support of the issue from the table; a resolution will be prepared proposing a Constitutional amendment to include a staff member to the Academic Senate.”

The vote about adding a staff senator was not unanimous. I couldn't find the record of the constitutional referendum vote percentages, only that it passed, but I may not have been looking in the right part of Box for that.

I also found a copy of responses from the statewide Senate chairs mailing list about whether they have a staff senator. Six of the campuses didn't specify who ran the election, three had their equivalent of staff forum run the election, two had Senate run the election, and one had their staff unions run the election. I could make a new request to that mailing list to find out current practices. We also have a meeting today, but it is brief and won't have time for open forum items.

I'll also point out that Karen brought this issue up last Spring, and the EC decision at that time was to let Staff Forum have some time to update their bylaws and see how they ran the election. That's why Horacio's term was only for one year, instead of the standard two-year term. So, another option would be to convert Horacio back to the standard two-year term, as long as he was to agree to that, while we discuss it further.

Additionally, there have been staff representatives outside of SPPs in the past. An ITS staff member, I believe it was Steve Miller, was the staff representative for at least one term.

Katie, please add this all to the EC agenda. We'll see if we have time to get to the topic on Tuesday. If not, we'll hold it for a future EC meeting.

Thanks,  
Melissa

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**From:** Karen Ziegler-Lopez <kziegler2@csub.edu>  
**Sent:** Thursday, February 26, 2026 10:30 PM  
**To:** Melissa Danforth <mdanforth@csub.edu>; ORG-AcademicSenateOffice <academicsenateoffice@csub.edu>  
**Cc:** Danielle Solano <dsolano@csub.edu>; Katherine Van Grinsven <kvan-grinsven@csub.edu>; Senate Executive Committee Group <executivecommittee@CSUB.onmicrosoft.com>  
**Subject:** Formal Referral Requesting Temporary Suspension of the Current Staff Election Process

Hi Dr. Danforth,

After writing my last email and resonating on the idea that only 13 staff members are eligible to serve as the staff representative on Academic Senate and those same 13 staff members have the only votes in selecting the new staff representative, I am writing to submit a second referral to Senate Executive Committee.

This is my formal referral to Senate Executive Committee to temporarily suspend the current staff election process that was established by Academic Senate in 2012 / 2013 until Senate Executive Committee has a chance to review my original referral regarding the staff representative position and election process. Recognizing that the original referral was submitted too late in the academic year for the necessary process, I am requesting that Senate Executive Committee and / or the appropriate Standing Committee(s) temporarily suspend the current election process for the staff representative and run the nomination and election process through the Academic Senate Office, in collaboration with the Human Resources Department (for the purposes of acquiring a list of current staff members). The only 13 staff members that are currently eligible to serve and vote are volunteer members of a non-representative staff committee. Temporarily suspending the current process and running the upcoming election through the Academic Senate Office will ensure all staff members have an opportunity to vote for the staff representative for the next term (2026 – 2027 term or 2026 – 2028 term). Once Senate Executive Committee and / or the appropriate Standing Committee(s) have a chance to review the original referral, then the decision made by Academic Senate after that review will supersede the temporary process being run through the Academic Senate Office.

Please let me know if you have any questions or need additional information.

Respectfully,  
Karen

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**From:** Karen Ziegler-Lopez  
**Sent:** Thursday, February 26, 2026 6:10 PM  
**To:** Melissa Danforth <mdanforth@csub.edu>; ORG-AcademicSenateOffice <academicsenateoffice@csub.edu>  
**Cc:** Danielle Solano <dsolano@csub.edu>; Katherine Van Grinsven <kvan-grinsven@csub.edu>; Senate Executive Committee Group <executivecommittee@CSUB.onmicrosoft.com>  
**Subject:** RE: Formal Referral Regarding Staff Representative for Academic Senate

Hi Dr. Danforth,

Thank you for your follow-up email. I appreciate the next-steps and associated timeline. I apologize for not getting this referral sent to Senate Exec sooner. As you know I started a new position in July and have worked hard to learn my new role and responsibilities which unfortunately delayed the referral we discussed last spring.

I believe the current staff representative was selected for a 1-year term. What will the process be for selecting a staff representative for this next academic year? Will the selection be for a 1-year or 2-year term? I think there is a concern among some staff about the current process becoming an established precedent. If the process of a staff representative being elected by Staff Forum is the selection process for an election this spring I believe that will make 13 staff members eligible, voted on by the same 13 staff members. If that is true, that is a pretty restrictive pool.

Thank you again for your time and all your hard work.  
Karen

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**From:** Melissa Danforth <[mdanforth@csub.edu](mailto:mdanforth@csub.edu)>  
**Sent:** Thursday, February 26, 2026 8:41 AM  
**To:** Karen Ziegler-Lopez <[kziegler2@csub.edu](mailto:kziegler2@csub.edu)>; ORG-AcademicSenateOffice <[academicsenateoffice@csub.edu](mailto:academicsenateoffice@csub.edu)>  
**Cc:** Danielle Solano <[dsolano@csub.edu](mailto:dsolano@csub.edu)>; Katherine Van Grinsven <[kvan-grinsven@csub.edu](mailto:kvan-grinsven@csub.edu)>; Senate Executive Committee Group <[executivecommittee@CSUB.onmicrosoft.com](mailto:executivecommittee@CSUB.onmicrosoft.com)>  
**Subject:** RE: Formal Referral Regarding Staff Representative for Academic Senate

Hi Karen,

We will discuss this during the summer Handbook and Bylaws project, as any changes to Appendices B and C require a constitutional referendum among General Faculty and it's getting a little too late in the academic year for that process.

Melissa

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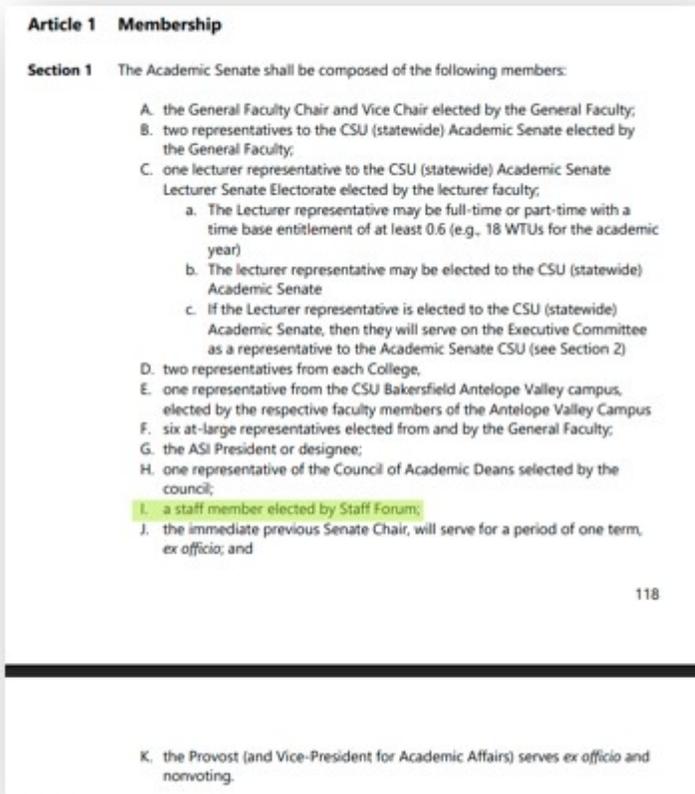
**From:** Karen Ziegler-Lopez <[kziegler2@csub.edu](mailto:kziegler2@csub.edu)>  
**Sent:** Thursday, February 26, 2026 2:05 AM  
**To:** ORG-AcademicSenateOffice <[academicsenateoffice@csub.edu](mailto:academicsenateoffice@csub.edu)>  
**Cc:** Melissa Danforth <[mdanforth@csub.edu](mailto:mdanforth@csub.edu)>; Danielle Solano <[dsolano@csub.edu](mailto:dsolano@csub.edu)>; Katherine Van Grinsven <[kvan-grinsven@csub.edu](mailto:kvan-grinsven@csub.edu)>  
**Subject:** Formal Referral Regarding Staff Representative for Academic Senate

Dear Academic Senate Executive Committee,

I am writing to formally submit a referral to Academic Senate regarding the Staff Representative and the documented election process. Academic Senate is clearly a faculty committee, whose membership is defined in the University Handbook, overseen by faculty. Academic Senate is the only body that has the authority to define and clarify the role of its membership and the appropriate election process.

You may recall that the 2025 Staff Representative for Academic Senate was selected by Staff Forum, which raised concern from quite a few staff members. I was the inaugural staff representative for Academic Senate, which was a late election call for the 2013 – 2015 cycle. The staff as a whole received a call for nominations and an opportunity to vote for the Staff Representative from the inaugural election through the 2023 – 2025 election cycle. The nomination and election cycle for 2025 is the first time that the Staff Representative was selected by a small group of staff members rather than the staff as a

whole. After some inquiries, it seems that for the first time since adding the position, the election was done following the membership guidelines of the Constitution of the Academic Senate ([https://www.csub.edu/senate/files/University\\_Handbook\\_2025.pdf](https://www.csub.edu/senate/files/University_Handbook_2025.pdf), page 118 or PDF page 130). Please note that this member is the only one elected by anyone other than the people they represent. I suspect this was simply an unintended case of faculty creating a process for staff elections without knowing what they didn't know.



Committees in the realm of staff is quite different then the formal processes that occur with faculty committees. As a point of clarification, there is no staff equivalent to Academic Senate or any other staff committee with any resemblance of the type of representation or function as Academic Senate. Only a few campus-wide committees have ever required a formal election process for the staff representative (conducted through Human Resources). Most committees are on a volunteer basis, associated with our positions, or a representative designated by their department. If you are not familiar with Staff Forum, they are a group of volunteer staff members who work together to create social activities, staff recognition, and fundraising for staff / staff dependent scholarships. They do great work, but the staff involved in this group are largely staff who have been able to carve out some time to dedicate to the work done by Staff Forum but they are not nominated or elected by the campus-wide staff. There may be an election process internal to Staff Forum, but there is no campus-wide election for anything associated with Staff Forum. I was involved in Staff Forum in 2005 – 2007 when I was employed in the BAS division but was no longer able to dedicate the time needed once I moved to a position in Academic Affairs.

I believe the initial vote for a Staff Representative in 2013 - 2015 required staff to print out their ballot from an email attachment and physically deliver it to a box on the front counter in the Human Resources Department. I left CSUB midway through my term but prior to leaving, I provided feedback to Senate

Executive members to use the same voting protocol for the staff representative that is used for the faculty representatives. I don't know if they instituted that change during the 2015 – 2017 election but did implement that change for the 2017 through 2023 election cycles. You can see in the attached emails that the call for nominations, elections, and election results were handled through the Academic Senate Office using the same voting platform that was used for the faculty election.

I am requesting that Senate Executive Committee and the appropriate Standing Committee(s) address the following items:

1. Does Academic Senate want to continue having a staff representative? Just because a past Senate thought it would be useful does not mean the current and future Senates agree. If Senate no longer finds it appropriate or useful to have a staff representative then Senate could work through the process of eliminating the position.
2. Please define or further clarify the role of the staff representative. Is there specific knowledge or experience that Senate expects of the representative? As an example, if you look at the list of nominates for the 2017 election cycle you can see there are six ASC's, two directors, a police lieutenant, a budget analyst, a tutor coordinator, and seven advisors of various types that expressed interest. If any one of these staff members can provide the type of feedback or participation that Academic Senate is looking for then you should leave the position as a broad "staff representative". Faculty Senators represent and are voted on by a defined constituency but "staff representative" is so incredibly broad. If the intent of the staff representative is to have a staff perspective on academic policies to address whether there are any unintended negative implications to students, this is a good opportunity to define that. If Senate specifically wants a staff member from the Academic Affairs Division, please define that. I can only speak for the three years I served on Senate but most of the times I spoke up (which wasn't often), it was largely on issues related to or impacting students. I provided that feedback based on years of conversations with students and helping them navigate our sometimes broken and / or confusing processes.

On a related note, the two directors in the 2017 election cycles may have been MPP's. It seems that MPP's fall under the staff term, for example the designated staff forums during the last WSCUC visit were open to all staff which included MPP's. If the Academic Senate is not looking for an MPP, please define that. If MPP's are welcome to be a representative, define that. Lack of definition creates more confusion and problems.

3. If Senate has made it this far, and decides to keep a staff representative then I am also asking that update the election process that ensures the representative is elected by the people they represent. Because there is no representative committee for staff, please consider running the election through the Academic Senate Office in conjunction with Human Resources (for the purpose of getting a list of current staff members). If you do not believe the Academic Senate Office is the appropriate place to run the election for this Senate position, please consider the alternative option of designating Human Resources to run the election.

CSUB is full of helpers and passionate employees that are interested in being more involved in the campus community on a deeper level, but it can be challenging to know where to apply this passion that has a meaningful impact. Providing clarity around who qualifies for the staff representative position, what the expectations are, and clarifying an election process that insures all constituents have a fair

opportunity to vote on their representative will help individuals determine if Senate is the best place for their expertise.

I appreciate your time and the work you all do. Please let me know if you have any questions or need additional information.

Thank you,  
Karen

**KAREN ZIEGLER-LOPEZ**

She / her / hers

Advising Center Coordinator

College of Natural Sciences, Mathematics, and Engineering

(661) 654-2139

**California State University, Bakersfield**

9001 Stockdale Hwy, Engineering Complex III

Bakersfield, CA 93311

<https://www.csub.edu/science/>

<https://www.csub.edu/advising/>



CALIFORNIA STATE UNIVERSITY  
**BAKERSFIELD**

## Call for Nominations for Staff Representative to Academic Senate

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**From** staff-bounces@list.csub.edu <staff-bounces@list.csub.edu>  
on behalf of  
Leslie Williams <lwilliams8@csb.edu>

**Date** Tue 4/25/2017 3:38 PM

 2 attachments (67 KB)

Call for Nominations- Staff Rep - AS.docx; ATT00001.txt;

Good Afternoon,

This Call for Nominations is for Staff Representative to the Academic Senate (AS)

### Academic Senate (AS)

(1) Full-Time Staff Member for a two-year term, June 2017-2019

The CSUB Academic Senate is a body through which the faculty exercises its members' collective knowledge, experience, and judgment to develop and recommend to the President policies and procedures that ensure the realization of the University's mission. The Academic Senate plays a central role in the development of definitions, policies, and procedures for campus educational and professional matters not subject to collective bargaining.

Meetings are generally held every-other Thursday during the academic year, skipping holidays and spring break, from 10:00 -11:30 am.

Nominations are being accepted until **Friday, April 28, 2017**. **Please submit your nominations directly to the Academic Senate** (Beth Bywaters), [ebywaters@csb.edu](mailto:ebywaters@csb.edu).

Thank you.

Beth Bywaters MBA  
Administrative Support Coordinator  
Office of the Academic Senate  
Adjunct Professor  
CSU, Bakersfield  
(661) 654-3128  
(661) 654-6980 fax

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## Results of Nominations to Academic Senate Staff Representation

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**From** staff-bounces@list.csub.edu <staff-bounces@list.csub.edu>  
on behalf of  
Beth Bywaters <ebywaters@csb.edu>  
**Date** Mon 5/1/2017 8:57 AM  
**To** staff@list.csub.edu <staff@list.csub.edu>  
**Cc** Bruce Hartsell <bhartsell@csb.edu>

 1 attachment (425 bytes)  
ATT00001.txt;

**DATE:** April 29, 2017

**TO:** Full – Time Staff

**FROM:** Bruce Hartsell, Senate Elections Committee Chair

**CC:** Beth Bywaters, ASC Academic Senate

**SUBJECT: RESULTS OF NOMINATIONS STAFF REPRESENTATIVE ACADEMIC SENATE \_**

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The Results of Nominations for Staff Representative to the Academic Senate (AS)

Academic Senate (AS)

Milissa Ackerley / ASC Modern Language and Literature  
Eric Anderson / Teacher Education Department Admission Advisor  
Melissa Bowen / Tutor Coordinator Kegley Academic Center  
Marcus Brown / Senior Assistant Athletics Director of Compliance  
Katy Christenson / Director Grants, Community Engagement, and Special Projects  
Janine Cornelison / Academic Advisor, Arts and Humanities  
Rechima Dean / Administrative Support Coordinator, Housing  
Robin Flores / Assistant to Dean School of Social Sciences and Education  
Salvador Gomez-Pantoja / Academic Advisor, Natural Sciences, Math, and Engineering  
Valari Kirkbride / Administrative Support Coordinator Academic Programs  
Jena Lords / Department Coordinator, Criminal Justice  
Saralynn Nege / Administrative Support Coordinator SS&E  
Jesus "J.R." Perez / EOP Summer Bridge Coordinator  
Jason Watkins / Disability Advisor and Outreach Specialist  
Andrea Weikel / Administrative Analyst/Specialist Arts and Humanities  
Kenny Williams / Lieutenant CSUB Police  
Karen Ziegler-Lopez / Academic Advisor Social Studies and Education  
Cindy Zuniga-Prado / Academic Advisor, Business and Public Administration

Election open **Monday May,1 2017 08:00 am – Wednesday 5:00 pm**, via VotingPlace.net.  
Passwords for secure website were emailed from **Academic Senate**

(Beth Bywaters), [ebywaters@csub.edu](mailto:ebywaters@csub.edu).

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**RESULTS OF ELECTION - STAFF REPRESENTATIVE ACADEMIC SENATE**

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**From** staff-bounces@list.csub.edu <staff-bounces@list.csub.edu>  
on behalf of  
Beth Bywaters <ebywaters@csb.edu>  
**Date** Thu 5/4/2017 12:56 PM  
**To** staff@list.csub.edu <staff@list.csub.edu>  
**Cc** Bruce Hartsell <bhartsell@csb.edu>

 1 attachment (425 bytes)  
ATT00001.txt;

**DATE:** May 4, 2017  
**TO:** Full-time Staff  
**FROM:** Bruce Hartsell, Academic Senate Vice Chair  
**CC:** Beth Bywaters, ASC Academic Senate

**SUBJECT: RESULTS OF ELECTION - STAFF REPRESENTATIVE ACADEMIC SENATE**

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The Elections Committee is pleased to announce the election results for Staff Representative to Academic Senate.

Staff Representative Academic Senate

Karen Ziegler-Lopez, Academic Advisor Social Studies and Education for a two-year term, June 2017-2019

Congratulations!

## Call for Nominations - Staff Representative Academic Senate 2019-2021

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**From** Beth Bywaters <[ebywaters@csub.edu](mailto:ebywaters@csub.edu)>  
**Date** Mon 3/11/2019 3:45 PM  
**To** Janine Cornelison <[jcornelison1@csub.edu](mailto:jcornelison1@csub.edu)>

**TO:** Full – Time Staff

**FROM:** Aaron Hegde, Senate Elections Committee Chair

**CC:** Beth Bywaters, ASC Academic Senate

**SUBJECT:** CALL FOR NOMINATIONS STAFF REPRESENTATIVE ACADEMIC SENATE \_

This Call for Nominations is for a Staff Representative to the Academic Senate (AS)

Academic Senate (AS)

(1) Full-Time Staff Member for a two-year term, May 2019 – May 2021

The CSUB Academic Senate is a body through which the faculty exercises its members' collective knowledge, experience, and judgment to develop and recommend to the President policies and procedures that ensure the realization of the University's mission. The Academic Senate plays a central role in the development of definitions, policies, and procedures for campus educational and professional matters not subject to collective bargaining.

Meetings are held every Thursday during the academic year, skipping holidays and spring break, from 10:00 -11:30 am.

Nominations are being accepted until **Thursday, March 14, 2019, 5:00 p.m.** Please obtain the consent of the individual you are nominating. **Submit your nominations directly to the Academic Senate** (Beth Bywaters), [ebywaters@csub.edu](mailto:ebywaters@csub.edu). If you do not receive email confirmation from Beth Bywaters, please call her at 654-3128.

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## Results of Nominations for Staff Representative Academic Senate and Election Announcement

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**From** Beth Bywaters <[ebywaters@csub.edu](mailto:ebywaters@csub.edu)>

**Date** Thu 3/14/2019 7:49 AM

**To** Janine Cornelison <[jcornelison1@csub.edu](mailto:jcornelison1@csub.edu)>

**To:** Full Time Staff

**From:** Aaron Hegde, Elections Committee Chair

**Cc:** Beth Bywaters, Academic Senate Administrative Support Coordinator

**SUBJECT: RESULTS OF NOMINATIONS FOR STAFF REPRESENTATIVE ACADEMIC SENATE AND ELECTION ANNOUNCEMENT**

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Following are the results of the call for nominations for Full-Time Staff member to serve as Senator Staff for a two-year term May 2019-May 2021:

Academic Senate (AS)

Christa Clark - Academic Operations & Support, Administrative Analyst/Specialist

Merry Coder - UA Events Specialist

Luis Hernandez - BPA Graduate Program Assistant

Linda Lara - University Budget Analyst

Jena Lords - Criminal Justice, Administrative Support Coordinator

Thomas McClendon - Instructional Technology, Equipment Systems Specialist

Belen Mendiola - Academic Advisor

Cindy Zuniga-Prado - Academic Advisor, Business and Public Administration

Analia Rodriguez - Academic Operations & Support, Academic Support Coordinator

Because there are nine nominations for one position, an election will be held from **Thursday March 14, 2019 08:00 am through Monday 5:00 pm**. Please watch for an email invitation to vote from [csubas@votingplace.net](mailto:csubas@votingplace.net) Passwords for secure website were emailed from **Academic Senate** (Beth Bywaters), [ebywaters@csub.edu](mailto:ebywaters@csub.edu).

**Result of Election - Academic Senate Staff Representative**

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**From** Beth Bywaters <ebywaters@csub.edu>

**Date** Wed 3/20/2019 2:01 PM

**To** Janine Cornelison <jcornelison1@csub.edu>

**To:** Full Time Staff

**From:** Aaron Hegde, Elections Committee Chair

**Cc:** Beth Bywaters. Academic Senate Administrative Support Coordinator

**SUBJECT: RESULT OF ELECTION FOR STAFF REPRESENTATIVE ACADEMIC SENATE**

The following is the result of the election of a full-time staff member to serve on the Academic Senate representing staff for a two-year term, June 2019-2021:

Linda Lara - University Budget Analyst

Congratulations!

Thank you to those who participated and especially to those willing to serve.

## Call for Nominations Staff Representative on the Academic Senate 2021-2023

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**From** Beth Bywaters <[ebywaters@csub.edu](mailto:ebywaters@csub.edu)>

**Date** Fri 2/19/2021 2:20 PM

**To** Janine Cornelison <[jcornelison1@csub.edu](mailto:jcornelison1@csub.edu)>

**TO:** Full-Time Staff

**FROM:** Melissa Danforth, Academic Senate Vice-Chair and Elections Committee Chair

**COPY:** Beth Bywaters, Academic Senate Analyst

**SUBJECT: CALL FOR NOMINATIONS STAFF REPRESENTATIVE ON THE ACADEMIC SENATE 2021-2023**

This Call for Nominations is for a Staff Representative to the Academic Senate.

### Academic Senate

(1) Full-Time Staff Member to serve a two-year term, May 2021 – May 2023

The CSUB Academic Senate is a body through which the faculty exercises its members' collective knowledge, experience, and judgement to develop and recommend to the President policies and procedures that ensure the realization of the University's mission. The Academic Senate plays a central role in the development of definitions, policies, and procedures for campus educational and professional matters not subject to collective bargaining.

Meetings are held every Thursday during the academic year, skipping holidays and Spring Break, from 10:00 - 11:30 a.m.

Nominations are being accepted until **Wednesday, February 24, 5:00 p.m.** Please obtain the consent of the individual you are nominating. **Submit your nominations directly to the Academic Senate** (Beth Bywaters), [ebywaters@csub.edu](mailto:ebywaters@csub.edu). If you do not receive confirmation from Beth Bywaters, please call her mobile phone 706-2384 and leave a message.

## Result of Call for Nominations and Election Announcement - Academic Senate Staff 2021-2023

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**From** Beth Bywaters <[ebywaters@csub.edu](mailto:ebywaters@csub.edu)>

**Date** Thu 2/25/2021 11:27 AM

**To** Janine Cornelison <[jcornelison1@csub.edu](mailto:jcornelison1@csub.edu)>

**TO:** Full Time Staff

**FROM:** Melissa Danforth, Academic Senate Vice-Chair and Elections Committee Chair

**COPY:** Beth Bywaters, Academic Senate Analyst

**SUBJECT:** RESULT OF CALL FOR NOMINATIONS TO THE ACADEMIC SENATE STAFF POSITION AND ELECTION ANNOUNCEMENT

Following is the result of the Call for Nominations for Staff Representative to the Academic Senate, 2021-2023:

Luis Hernandez - Administrative Support Assistant, Graduate Programs Office BPA

Timothy Lafond-Administrative Support Coordinator, Doctoral Program Educational Leadership

Belen Mendiola - Academic Advisor, BPA

Steve Miller - Analyst/Programmer, ITS

Aaron Wan - Communications Specialist, UA

Cindy Zuniga-Prado - Academic Advisor, BPA

Because there are six nominations for one position, an election will be held from **Thursday, February 25 12:00 p.m.** through **Tuesday, March 2, 2021 5:00 p.m.** Please watch for an email invitation to vote from [csbas@votingplace.net](mailto:csbas@votingplace.net). Passwords for secure website were emailed from the Office of the Academic Senate (Beth Bywaters), [ebywaters@csub.edu](mailto:ebywaters@csub.edu). Thank you.

## Result of Election to Academic Senate Staff Position 2021-2023

---

**From** Beth Bywaters <ebywaters@csub.edu>

**Date** Wed 3/3/2021 7:41 AM

**To** Janine Cornelison <jcornelison1@csub.edu>

**TO:** Full Time Staff

**FROM:** Melissa Danforth, Academic Senate Vice Chair and Elections Committee Chair

**SUBJECT:** RESULT OF ELECTION TO ACADEMIC SENATE STAFF POSITION 2021-2023

Following is the result the election for (1) Full-Time Staff member to the **Academic Senate Staff position 2021-2023**

- Steve Miller – Analyst/Programmer, Information Technology

Congratulations!

Thank you to all who participated and especially to those willing to serve.

## Call for Nominations Staff Representative - Academic Senate 2023-2025

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**From** Beth Bywaters <[ebywaters@csub.edu](mailto:ebywaters@csub.edu)>

**Date** Tue 3/7/2023 3:34 PM

**To** Janine Cornelison <[jcornelison1@csub.edu](mailto:jcornelison1@csub.edu)>

**TO:** Full-Time Staff

**FROM:** Melissa Danforth, Academic Senate Vice-Chair and Elections Committee Chair

**COPY:** Beth Bywaters, Academic Senate Analyst Retired Annuitant

**SUBJECT: CALL FOR NOMINATIONS STAFF REPRESENTATIVE ON THE ACADEMIC SENATE 2023-2025**

This Call for Nominations is for a Staff Representative to the Academic Senate.

### Academic Senate

(1) Full-Time Staff Member to serve a two-year term, May 2023 – May 2025

The CSUB Academic Senate is a body through which the faculty exercises its members' collective knowledge, experience, and judgement to develop and recommend to the President policies and procedures that ensure the realization of the University's mission. The Academic Senate plays a central role in the development of definitions, policies, and procedures for campus educational and professional matters not subject to collective bargaining.

Meetings are held every Thursday during the academic year, skipping holidays and Spring Break, from 10:00 - 11:30 a.m.

Nominations are being accepted until **Friday, March 10, 2023, 5:00 p.m.** Please obtain the consent of the individual you are nominating. **Submit your nominations directly to the Academic Senate** (Beth Bywaters), [ebywaters@csub.edu](mailto:ebywaters@csub.edu). If you do not receive confirmation from Beth Bywaters, please call the Senate Office, 654-3128.

## Result of Call to Academic Senate Staff Position and Election Announcement

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**From** Beth Bywaters <ebywaters@csub.edu>

**Date** Mon 3/13/2023 12:21 PM

**To** Janine Cornelison <jcornelison1@csub.edu>

**TO:** Full Time Staff

**FROM:** Melissa Danforth, Academic Senate Vice-Chair and Elections Committee Chair

**COPY:** Beth Bywaters, Academic Senate Analyst Retired Annuitant

**SUBJECT:** RESULT OF CALL FOR NOMINATIONS TO THE ACADEMIC SENATE STAFF POSITION AND ELECTION ANNOUNCEMENT

Following is the result of the Call for Nominations for Staff Representative to the Academic Senate, 2023-2025:

Janine Cornelison – SPP II Advising

Donato Cruz – Library Service Specialist III

Trisha Harmon – ASC II – Economics

Tranae McCall – SSP IV Financial Aid & Scholarships

Steve Miller - Analyst/Programmer, ITS

Cindy Zuniga-Prado – Academic Analyst – Enrollment Systems

Because there are six nominations for one position, an election will be held from **Monday, March 13, 2023, 12:30 p.m.** through **Thursday, March 16, 2023 12:30 p.m.** Please watch for an email invitation to vote from [csubas@votingplace.net](mailto:csubas@votingplace.net). Passwords for secure website were emailed from the Office of the Academic Senate (Beth Bywaters), [ebywaters@csub.edu](mailto:ebywaters@csub.edu). Thank you.

## Result of Election to the Academic Senate Staff Position 2023-2025

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**From** Beth Bywaters <ebywaters@csub.edu>

**Date** Thu 3/16/2023 3:44 PM

**To** Janine Cornelison <jcornelison1@csub.edu>

**TO:** Full Time Staff

**FROM:** Melissa Danforth, Academic Senate Vice-Chair and Elections Committee Chair

**COPY:** Beth Bywaters, Academic Senate Analyst Retired Annuitant

**SUBJECT:** RESULT OF ELECTION TO THE ACADEMIC SENATE STAFF POSITION

Following is the result of the elections for (1) Full-Time Staff Representative to the Academic Senate, 2023-2025:

Janine Cornelison – SPP II Advising

Congratulations!

Thank you to all who participated, especially those willing to serve.

**Katherine Van Grinsven**

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**From:** Zachary Zenko  
**Sent:** Monday, March 2, 2026 4:52 PM  
**To:** Senate Executive Committee Group  
**Subject:** Suggestion: Coach/Director of the Year

Senate Executive Committee Friends,

I wanted to share a thought with you that perhaps is worthy of consideration and referral to the next FAC.

We have some outstanding department chairs and program directors. I think it would be good to have a Chair/Director-of-the-Year award, perhaps requiring nomination from the faculty and then selection by each dean, and ultimately the FHAC. Maybe the four selected (one from each dean) would be recognized, with three of them as the honorable mentions. I'm sure the future Executive Committee, FAC, and Academic Senate in some combination will iron out the exact process if this is considered.

My main goal here is to recommend that we create a process for recognizing outstanding chairs and directors.

Thank you for your consideration, and see you soon,  
Zack

**ZACHARY ZENKO, PH.D., FACSM, PAPHS**

He/Him/His  
Associate Professor  
Graduate Program Director, [MS in Kinesiology](#)  
Department of Kinesiology  
(661) 654-2799  
Office: EDUC 149  
[Zoom Link](#)

**Spring 2026 Office Hours**

Tuesdays from 11:45 am to 12:45 pm  
Wednesdays from 9:45 am to 11:45 am and 1:15 pm to 2:15 pm  
Thursdays from 11:45 am to 12:45 pm  
or by appointment

**California State University, Bakersfield**

Mail Stop: 22 EDUC  
9001 Stockdale Hwy  
Bakersfield, CA 93311

**[Essentials of Exercise and Sport Psychology: An Open Access Textbook](#)**

**Katherine Van Grinsven**

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**From:** Melissa Danforth  
**Sent:** Tuesday, March 10, 2026 10:52 AM  
**To:** Katherine Van Grinsven  
**Subject:** FW: senate resolution

Hi Katie,

Tony talked to me about this too last week. Probably too late for this year's Senate to tackle, but a good topic to put on the Summer Senate retreat agenda.

Melissa

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**From:** Amber Stokes <astokes2@csb.edu>  
**Date:** Tuesday, March 10, 2026 at 10:49 AM  
**To:** Melissa Danforth <mdanforth@csb.edu>  
**Subject:** Fwd: senate resolution

Hi, Melissa. I received a request for a resolution (see email below). Let me know if you need anything further from me.

Amber

**AMBER N. STOKES, PhD**  
Professor of Biology  
Graduate Program Director  
Department of Biology  
(661) 654-2886

**California State University, Bakersfield**  
9001 Stockdale Hwy, Mail Stop: 61 SCI  
Bakersfield, CA 93311  
USA

<https://sites.google.com/view/stokeslabcsb/home>

"Science and everyday life cannot and should not be separated." - Rosalind Franklin



Begin forwarded message:

**From:** Anthony Rathburn <arathburn@csub.edu>  
**Subject:** senate resolution  
**Date:** March 3, 2026 at 9:11:45 PM PST  
**To:** Amber Stokes <astokes2@csub.edu>

Hi Amber:

I trust that your semester is going well.

I am writing because of an issue that is preventing us from offering grant funds to cover grad student tuition. According to Manuel in GRaSP, NSF rules indicate that unless the University offers at least one tuition scholarship/waiver, we cannot include tuition funds in any proposal. Other CSUs can wrtieit tuition funds into NSF proposals as can other universities in the country. This means that we cannot compete with these institutions for grad students. It also means that with scholarship/salary restrictions, we can't cover tuition and other expenses even though NSF is willing to provide the funds.

I have met with a number of people about this, including Jane Dong. It seems that the only solution is to have at least one academic tuition waiver scholarship for the university that is provided regularly. Of course, athletics gets all of the tuition waivers now. From what I understand, tuition waivers are at the discretion of the President. I have not talked with him about this, but as a senator, I would like to ask you to introduce a resolution to the Senate to ask the President to create an academic tuition waiver scholarship for the University. This waiver could be competitive or rotated between colleges, but would be a regular, yearly scholarship. In this way, we could write NSF proposals that include tuition funds for grad students and attract students from a wider circle.

I would be happy to chat with you about this, if you wish.

Cheers,  
Tony

Anthony Rathburn  
Professor and Chair  
Co-Director of the California Well Sample Repository  
Dept. of Geological Sciences, Sci Bldg II, mail stop 66 SCI  
California State University, Bakersfield  
9001 Stockdale Highway  
Bakersfield, CA 93311-1022  
[arathburn@csub.edu](mailto:arathburn@csub.edu)

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## Katherine Van Grinsven

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**From:** Karen Ziegler-Lopez  
**Sent:** Tuesday, March 17, 2026 2:01 AM  
**To:** Melissa Danforth; ORG-AcademicSenateOffice  
**Cc:** Danielle Solano; Katherine Van Grinsven; Senate Executive Committee Group  
**Subject:** RE: Formal Referral Requesting Temporary Suspension of the Current Staff Election Process

Hi Dr. Danforth,

I am writing to follow up on my previous referral requesting a temporary suspension of the current election process for electing a staff representative to the Academic Senate.

At the most recent Senate meeting, I did not see any updates regarding the election process or the appointment of a staff representative. Given that only three regular Senate meetings remain this academic year, I am seeking clarification on whether Senate Executive Committee has considered this referral, or if a decision has already been made to proceed under the current documented process.

In light of the limited time remaining, Senate Executive may also wish to consider suspending the position entirely for the upcoming academic year. This would allow the Academic Senate and the faculty sufficient time to evaluate and determine a more appropriate path forward. If a formal referral is required for this option, please consider this message as such.

I would also like to express concern that, for a body committed to maintaining the integrity of faculty elections, there appears to have been limited attention this year to address what seems to be a procedural error. If there is not a shared concern for the integrity of the staff representative election process, it raises important questions about the purpose and effectiveness of maintaining the position in its current form.

Thank you for your time and consideration. I look forward to your response.

Karen

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**From:** Karen Ziegler-Lopez  
**Sent:** Thursday, February 26, 2026 10:30 PM  
**To:** Melissa Danforth <mdanforth@csub.edu>; ORG-AcademicSenateOffice <academicsenateoffice@csub.edu>  
**Cc:** Danielle Solano <dsolano@csub.edu>; Katherine Van Grinsven <kvan-grinsven@csub.edu>; Senate Executive Committee Group <executivecommittee@CSUB.onmicrosoft.com>  
**Subject:** Formal Referral Requesting Temporary Suspension of the Current Staff Election Process

Hi Dr. Danforth,

After writing my last email and resonating on the idea that only 13 staff members are eligible to serve as the staff representative on Academic Senate and those same 13 staff members have the only votes in selecting the new staff representative, I am writing to submit a second referral to Senate Executive Committee.

This is my formal referral to Senate Executive Committee to temporarily suspend the current staff election process that was established by Academic Senate in 2012 / 2013 until Senate Executive Committee has a chance to review my original referral regarding the staff representative position and election process. Recognizing that the original referral was submitted too late in the academic year for the necessary process, I am requesting that Senate

Executive Committee and / or the appropriate Standing Committee(s) temporarily suspend the current election process for the staff representative and run the nomination and election process through the Academic Senate Office, in collaboration with the Human Resources Department (for the purposes of acquiring a list of current staff members). The only 13 staff members that are currently eligible to serve and vote are volunteer members of a non-representative staff committee. Temporarily suspending the current process and running the upcoming election through the Academic Senate Office will ensure all staff members have an opportunity to vote for the staff representative for the next term (2026 – 2027 term or 2026 – 2028 term). Once Senate Executive Committee and / or the appropriate Standing Committee(s) have a chance to review the original referral, then the decision made by Academic Senate after that review will supersede the temporary process being run through the Academic Senate Office.

Please let me know if you have any questions or need additional information.

Respectfully,  
Karen

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**From:** Karen Ziegler-Lopez  
**Sent:** Thursday, February 26, 2026 6:10 PM  
**To:** Melissa Danforth <[mdanforth@csub.edu](mailto:mdanforth@csub.edu)>; ORG-AcademicSenateOffice <[academicsenateoffice@csub.edu](mailto:academicsenateoffice@csub.edu)>  
**Cc:** Danielle Solano <[dsolano@csub.edu](mailto:dsolano@csub.edu)>; Katherine Van Grinsven <[kvan-grinsven@csub.edu](mailto:kvan-grinsven@csub.edu)>; Senate Executive Committee Group <[executivecommittee@CSUB.onmicrosoft.com](mailto:executivecommittee@CSUB.onmicrosoft.com)>  
**Subject:** RE: Formal Referral Regarding Staff Representative for Academic Senate

Hi Dr. Danforth,

Thank you for your follow-up email. I appreciate the next-steps and associated timeline. I apologize for not getting this referral sent to Senate Exec sooner. As you know I started a new position in July and have worked hard to learn my new role and responsibilities which unfortunately delayed the referral we discussed last spring.

I believe the current staff representative was selected for a 1-year term. What will the process be for selecting a staff representative for this next academic year? Will the selection be for a 1-year or 2-year term? I think there is a concern among some staff about the current process becoming an established precedent. If the process of a staff representative being elected by Staff Forum is the selection process for an election this spring I believe that will make 13 staff members eligible, voted on by the same 13 staff members. If that is true, that is a pretty restrictive pool.

Thank you again for your time and all your hard work.  
Karen

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**From:** Melissa Danforth <[mdanforth@csub.edu](mailto:mdanforth@csub.edu)>  
**Sent:** Thursday, February 26, 2026 8:41 AM  
**To:** Karen Ziegler-Lopez <[kziegler2@csub.edu](mailto:kziegler2@csub.edu)>; ORG-AcademicSenateOffice <[academicsenateoffice@csub.edu](mailto:academicsenateoffice@csub.edu)>  
**Cc:** Danielle Solano <[dsolano@csub.edu](mailto:dsolano@csub.edu)>; Katherine Van Grinsven <[kvan-grinsven@csub.edu](mailto:kvan-grinsven@csub.edu)>; Senate Executive Committee Group <[executivecommittee@CSUB.onmicrosoft.com](mailto:executivecommittee@CSUB.onmicrosoft.com)>  
**Subject:** RE: Formal Referral Regarding Staff Representative for Academic Senate

Hi Karen,

We will discuss this during the summer Handbook and Bylaws project, as any changes to Appendices B and C require a constitutional referendum among General Faculty and it's getting a little too late in the academic year for that process.

Melissa

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**From:** Karen Ziegler-Lopez <[kziegler2@csub.edu](mailto:kziegler2@csub.edu)>

**Sent:** Thursday, February 26, 2026 2:05 AM

**To:** ORG-AcademicSenateOffice <[academicsenateoffice@csub.edu](mailto:academicsenateoffice@csub.edu)>

**Cc:** Melissa Danforth <[mdanforth@csub.edu](mailto:mdanforth@csub.edu)>; Danielle Solano <[dsolano@csub.edu](mailto:dsolano@csub.edu)>; Katherine Van Grinsven <[kvan-grinsven@csub.edu](mailto:kvan-grinsven@csub.edu)>

**Subject:** Formal Referral Regarding Staff Representative for Academic Senate

Dear Academic Senate Executive Committee,

I am writing to formally submit a referral to Academic Senate regarding the Staff Representative and the documented election process. Academic Senate is clearly a faculty committee, whose membership is defined in the University Handbook, overseen by faculty. Academic Senate is the only body that has the authority to define and clarify the role of its membership and the appropriate election process.

You may recall that the 2025 Staff Representative for Academic Senate was selected by Staff Forum, which raised concern from quite a few staff members. I was the inaugural staff representative for Academic Senate, which was a late election call for the 2013 – 2015 cycle. The staff as a whole received a call for nominations and an opportunity to vote for the Staff Representative from the inaugural election through the 2023 – 2025 election cycle. The nomination and election cycle for 2025 is the first time that the Staff Representative was selected by a small group of staff members rather than the staff as a whole. After some inquiries, it seems that for the first time since adding the position, the election was done following the membership guidelines of the Constitution of the Academic Senate ([https://www.csub.edu/senate/files/University\\_Handbook\\_2025.pdf](https://www.csub.edu/senate/files/University_Handbook_2025.pdf), page 118 or PDF page 130). Please note that this member is the only one elected by anyone other than the people they represent. I suspect this was simply an unintended case of faculty creating a process for staff elections without knowing what they didn't know.

## Article 1 Membership

**Section 1** The Academic Senate shall be composed of the following members:

- A. the General Faculty Chair and Vice Chair elected by the General Faculty;
- B. two representatives to the CSU (statewide) Academic Senate elected by the General Faculty;
- C. one lecturer representative to the CSU (statewide) Academic Senate Lecturer Senate Electorate elected by the lecturer faculty;
  - a. The Lecturer representative may be full-time or part-time with a time base entitlement of at least 0.6 (e.g., 18 WTUs for the academic year)
  - b. The lecturer representative may be elected to the CSU (statewide) Academic Senate
  - c. If the Lecturer representative is elected to the CSU (statewide) Academic Senate, then they will serve on the Executive Committee as a representative to the Academic Senate CSU (see Section 2)
- D. two representatives from each College,
- E. one representative from the CSU Bakersfield Antelope Valley campus, elected by the respective faculty members of the Antelope Valley Campus
- F. six at-large representatives elected from and by the General Faculty;
- G. the ASI President or designee;
- H. one representative of the Council of Academic Deans selected by the council;
- I. a staff member elected by Staff Forum;
- J. the immediate previous Senate Chair, will serve for a period of one term, *ex officio*; and

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- K. the Provost (and Vice-President for Academic Affairs) serves *ex officio* and nonvoting.

Committees in the realm of staff is quite different than the formal processes that occur with faculty committees. As a point of clarification, there is no staff equivalent to Academic Senate or any other staff committee with any resemblance of the type of representation or function as Academic Senate. Only a few campus-wide committees have ever required a formal election process for the staff representative (conducted through Human Resources). Most committees are on a volunteer basis, associated with our positions, or a representative designated by their department. If you are not familiar with Staff Forum, they are a group of volunteer staff members who work together to create social activities, staff recognition, and fundraising for staff / staff dependent scholarships. They do great work, but the staff involved in this group are largely staff who have been able to carve out some time to dedicate to the work done by Staff Forum but they are not nominated or elected by the campus-wide staff. There may be an election process internal to Staff Forum, but there is no campus-wide election for anything associated with Staff Forum. I was involved in Staff Forum in 2005 – 2007 when I was employed in the BAS division but was no longer able to dedicate the time needed once I moved to a position in Academic Affairs.

I believe the initial vote for a Staff Representative in 2013 - 2015 required staff to print out their ballot from an email attachment and physically deliver it to a box on the front counter in the Human Resources Department. I left CSUB midway through my term but prior to leaving, I provided feedback to Senate Executive members to use the same voting protocol for the staff representative that is used for the faculty representatives. I don't know if they instituted that change during the 2015 – 2017 election but did implement that change for the 2017 through 2023 election cycles. You can see in the attached emails that the call for nominations, elections, and election results were handled through the Academic Senate Office using the same voting platform that was used for the faculty election.

I am requesting that Senate Executive Committee and the appropriate Standing Committee(s) address the following items:

1. Does Academic Senate want to continue having a staff representative? Just because a past Senate thought it would be useful does not mean the current and future Senates agree. If Senate no longer finds it appropriate or useful to have a staff representative then Senate could work through the process of eliminating the position.
2. Please define or further clarify the role of the staff representative. Is there specific knowledge or experience that Senate expects of the representative? As an example, if you look at the list of nominates for the 2017 election cycle you can see there are six ASC's, two directors, a police lieutenant, a budget analyst, a tutor coordinator, and seven advisors of various types that expressed interest. If any one of these staff members can provide the type of feedback or participation that Academic Senate is looking for then you should leave the position as a broad "staff representative". Faculty Senators represent and are voted on by a defined constituency but "staff representative" is so incredibly broad. If the intent of the staff representative is to have a staff perspective on academic policies to address whether there are any unintended negative implications to students, this is a good opportunity to define that. If Senate specifically wants a staff member from the Academic Affairs Division, please define that. I can only speak for the three years I served on Senate but most of the times I spoke up (which wasn't often), it was largely on issues related to or impacting students. I provided that feedback based on years of conversations with students and helping them navigate our sometimes broken and / or confusing processes.

On a related note, the two directors in the 2017 election cycles may have been MPP's. It seems that MPP's fall under the staff term, for example the designated staff forums during the last WSCUC visit were open to all staff which included MPP's. If the Academic Senate is not looking for an MPP, please define that. If MPP's are welcome to be a representative, define that. Lack of definition creates more confusion and problems.

3. If Senate has made it this far, and decides to keep a staff representative then I am also asking that update the election process that ensures the representative is elected by the people they represent. Because there is no representative committee for staff, please consider running the election through the Academic Senate Office in conjunction with Human Resources (for the purpose of getting a list of current staff members). If you do not believe the Academic Senate Office is the appropriate place to run the election for this Senate position, please consider the alternative option of designating Human Resources to run the election.

CSUB is full of helpers and passionate employees that are interested in being more involved in the campus community on a deeper level, but it can be challenging to know where to apply this passion that has a meaningful impact. Providing clarity around who qualifies for the staff representative position, what the expectations are, and clarifying an election process that insures all constituents have a fair opportunity to vote on their representative will help individuals determine if Senate is the best place for their expertise.

I appreciate your time and the work you all do. Please let me know if you have any questions or need additional information.

Thank you,  
Karen

**KAREN ZIEGLER-LOPEZ**

She / her / hers

Advising Center Coordinator

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<https://www.csub.edu/advising/>



CALIFORNIA STATE UNIVERSITY  
**BAKERSFIELD**

**Katherine Van Grinsven**

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**From:** Danielle Solano  
**Sent:** Thursday, March 12, 2026 2:09 PM  
**To:** Tiffany Tsantsoulas; Melissa Danforth; Katherine Van Grinsven  
**Subject:** Re: Items for EC from Advising Council

The only thing I would add is that we still don't have an email list for faculty advisors.

--Dani

Danielle Solano, Ph.D.  
Professor, Department of Chemistry & Biochemistry  
California State University, Bakersfield

Office: SCI II 268  
Phone: (661) 654-2785  
Email: [dsolano@csub.edu](mailto:dsolano@csub.edu)

\*\*\*Schedule an appointment with me on [Runner Connect](#) or [Acuity Scheduling](#)

 [Book time to meet with me](#)

---

**From:** Tiffany Tsantsoulas <ttsantsoulas@csub.edu>  
**Sent:** Thursday, March 12, 2026 2:07 PM  
**To:** Melissa Danforth <mdanforth@csub.edu>; Katherine Van Grinsven <kvan-grinsven@csub.edu>  
**Cc:** Danielle Solano <dsolano@csub.edu>  
**Subject:** Re: Items for EC from Advising Council

Nothing to add!

--

**DR. TIFFANY TSANTSOULAS**

She/Her/Hers  
Director of Interdisciplinary Studies  
Assistant Professor of Philosophy  
Department of Philosophy & Religious Studies  
661-654-2408

**California State University, Bakersfield**

9001 Stockdale Hwy  
Bakersfield, CA 93311

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**From:** Melissa Danforth <mdanforth@csub.edu>  
**Date:** Wednesday, March 11, 2026 at 5:15 PM  
**To:** Katherine Van Grinsven <kvan-grinsven@csub.edu>

**Cc:** Danielle Solano <dsolano@csub.edu>, Tiffany Tsantsoulas <ttsantsoulas@csub.edu>

**Subject:** Items for EC from Advising Council

Hi Katie,

Here are some items for EC from today's Advising Council meeting.

Handbook items:

- Student ombuds description: Request that we seek input from Dean of Students on the descriptive paragraph.
- Grievance appendix still references the Associate Dean of Graduate and Undergraduate Studies. This is causing issues with current grievances, since position no longer exists.

General items:

- Timeline of schedule build (chairs, associate deans), classroom assignments, course-based advising (Advising Weeks in calendar), and registration was discussed. Still some pressure points to talk through.
- Canvas shell being developed with resources and training videos for faculty advisors. Still working on how to distribute to faculty advisors. Request to place blank outlines there.

I'm CCing Dani and Tiffany, who were also at the meeting, to see if they have anything to add.

Thanks,  
Melissa

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Dr. Melissa Danforth (she/they)  
Chair, CSUB Academic Senate  
PI, CSUB's S-STEM Scholarship Program  
Professor of Computer Science  
Department of Computer & Electrical Engineering/Computer Science  
California State University, Bakersfield  
Website: <https://www.cs.csub.edu/~melissa/>