



## Academic Senate Meeting – Spring 2026

Thursday, May 7, 2026

Agenda – Session 1

10:00 – 11:00 AM

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

**Zoom Link:** <https://csub.zoom.us/j/84669370314?pwd=gmLoywwMxQR4k7G0hUhv25vs0N8xr8.1>

**Senate Members:** Chair M. Danforth, Vice-Chair D. Solano, CSU Senator C. Lam (alt. E. Montoya), CSU Senator N. Michieka (excused), AH Senator T. Tsantsoulas, AH Senator M. Naser, BPA Senator D. Wu, BPA Senator S. Sarma, NSME Senator L. Kirstein, NSME Senator A. Stokes, SSE Senator Z. Zenko, SSE Senator S. Roberts (alt. for Spring 2026 K. Henderson), AV Senator K. Holloway (virtual), At-Large Senator H. He (alt. L. Punsalan), At-Large Senator A. Grombly (alt. K. Lattimore), At-Large Senator A. Hays, At-Large Senator A. Lauer, At-Large Senator T. Salisbury, At-Large Senator R. Dugan, Lecturer Electorate Senator D. Horn, Senator H. Gonzalez – Staff Representative, Senator E. Reed – ASI Executive Vice-President, VP AA & Provost D. Thien, Senator J. Dong – Dean Representative, and Senate Analyst K. Van Grinsven.

**Guest:** President Harper and S. Wempe, FHAC.

- I. Call to Order
  - a. Tejon Tribal Land Acknowledgement
  - b. [Robert's Rules of Order](#)
  - c. [Interruption Statement](#)
  
- II. Approval of Minutes
  - a. April 30, 2026 (handout)
  
- III. Announcements and Information
  - a. FHAC Faculty Awards Recommendations – S. Wempe (**Time Certain: 10:10 am**)
  - b. President's Report – V. Harper (**Time Certain: 10:15 am**)
  - c. Elections and Appointments – D. Solano (handout)
  - d. Upcoming Events:
    - i. May 14 – Senate Social with the Harpers
      1. 5:30 pm, Email from E. Fergon, Office of Events
    - ii. May 16 – Commencement, Dignity Health Arena
      1. 8:30 am – AH, BPA, NSME and Criminal Justice
      2. 1:30 pm – SSE

3. [csub.edu/commencement](http://csub.edu/commencement)

- e. Submitted Reports for 2025-2026 (*written reports only*):
  - i. UPRC Annual Report – M. Hur (handout)
  - ii. CPR Annual Report – N. Olson (handout)

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

V. Reports

- a. ASI Report – Senator Reed
- b. Provost’s Report – D. Thien
- c. ASCSU Report – Senators Lam and Michieka (handout) -- TBA
- d. Staff Report – Senator Gonzalez
- e. Committee Reports:
  - i. Executive Committee – Vice-Chair Solano (handout)-- TBA
  - ii. Standing Committees:
    - 1. Academic Affairs Committee (AAC) – Senator Tsantsoulas
    - 2. Academic Support and Student Services Committee (AS&SS) – Senator Kirstein
    - 3. Budget and Planning Committee (BPC) – Senator Grombly
    - 4. Faculty Affairs Committee (FAC) – Senator Zenko
- f. CFA Report – T. Salisbury, CFA Bakersfield

VI. Resolutions (**Time Certain: 10:25 AM**)

- a. Consent Agenda
  - i. RES 252651 – Commendation for Dina Ebeling (handout)
  - ii. RES 252650 – Commendation for Heath Niemeyer (handout)
- b. Old Business:
  - i. RES 252643 – Policies & Procedures for Establishing New Schools – EC (handout)
  - ii. RES 252648 – Teaching Modality – Handbook Changes – AAC, FAC (handout)
  - iii. RES 252642 – Post-Enrollment Requirement Checking (PERC) Timing Alignment for Prerequisite Verification and Enrollment Stability – AAC, AS&SS (handout)
- c. New Business: None.

VII. Open Forum (**Time Certain: 10:45 AM**)

VIII. Adjournment



**MEMORANDUM**

**DATE:** April 30, 2026

**TO:** Dr. Melissa Danforth, Chair, Academic Senate

**FROM:** The University Program Review Committee  
Dr. Mansik Hur, Chair; Dr. Ji Li; Dr. Maryann Parada; Dr. Zachary Zenko;  
Dr. Sarah Forester; Dr. Yize Li; Dr. William Flores; Dr. Elizabeth Adams  
(ex officio)

**CC:** Dr. Deborah Thien, Provost and Vice President for Academic Affairs  
Dr. Elizabeth Adams, Interim Associate Vice President for Academic  
Affairs, Dean of Academic Programs

**SUBJECT:** Annual Report of the University Program Review Committee

This memorandum summarizes the activities of the University Program Review Committee (UPRC) for the Academic Year (AY) 2025-2026. Members of the UPRC have worked diligently this year to make the program review process meaningful and helpful to academic programs and the university.

**UPRC Reports Completed**

Program	Completion date
B.A. in Child, Adolescent, and Family Studies	2025/11/10
B.A. in Political Science	2025/11/10
M.S. in Educational Counseling	2025/12/16
M.A. in Curriculum and Instruction	2026/2/6
EdD in Educational Leadership	2026/3/2
B.S. in Kinesiology	2026/3/19
M.S. in Health Care Administration	2026/4/9
B.A. in Theatre	2026/4/28

## **MOUAPs Completed (Signed)**

- Educational Administration, M.A. (2025/10/30)
- Special Education, M.A. (2025/11/14)
- Teacher Education, Single Subject (2025/12/16)
- Social Work, MSW (2026/1/5)
- Teacher Education, Multiple Subject (2027/4/27)

## **Program Reviews That Could Not Be Completed and Moved to AY 2026-2027**

### *MOUAP Meeting Held, but MOUAP Not Yet Signed*

- Child, Adolescent, and Family Studies, B.A. (2026/1/28)
- Political Science, B.A. (2026/3/26)
- Educational Counseling, M.S. (2026/4/29)
- Curriculum & Instruction, B.A. (scheduled for 2026/5/7)

### *MOUAP Meeting Has Not Taken Place Yet*

- Spanish, B.A. and M.A.
- Educational Leadership, EdD.
- Kinesiology, B.S.
- Health Care Administration, M.S.
- Theatre, B.A.

### *Dean's Review Pending:*

- Art, B.A.

### *UPRC Report Pending: None*

### *External Review Report Pending: None*

### *External Review Visit Pending: None*

### *Self-Study Extension Approved*

- Computer Science, B.S. (Extension approved for 2/10/2026)

### *Self-Study Delinquent*

- Business Administration, B.S. –Self-study originally due 9/15/2021; extension approved to November 15, 2023

- Business Administration, M.B.A. –Self-study originally due 9/15/2021
- History, BA & M.A.– Self-study originally due 9/15/2021; extension request received May 2, 2024
- Computer Engineering, B.S. – Self-study due September 15, 2024
- Public Administration, B.A & M.P.A.– Self-study originally due on 09/15/2023
- Criminal Justice, BA – Self-study originally due 09/15/2022; extension approved to September 15, 2023
- Electrical Engineering, B.S. – Self-study due September 15, 2024
- Engineering, B.S. – Self-study due September 15, 2024
- Music, B.A. - Self-study due September 15, 2025
- Computer Science, B.S. - Self-study due February 10, 2026

### **Program Reviews Scheduled for AY 2026-2027**

- Music, B.A. – Self-study due on September 15, 2025.
- Computer Science, B.S. – Self-study due February 10, 2026
- Counseling Psychology, M.S. – Self-study received on 2/20/2026
- Psychology, B.A. – Self-study received on 3/12/2026
- Mathematics, B.S. – Self-study due September 15, 2026
- Economics, B.S. – Self-study due September 15, 2026
- Environmental Resource Management, B.S. – Self-study due September 15, 2026
- Geology, B.S., M.S. – Self-study due September 15, 2026
- Religious Studies, B.A. - Self-study due September 15, 2026
- Agricultural Business, B.S. - Self-study due September 15, 2026

### **Issues for Concern**

A continued issue of concern is regarding delinquent self-studies and uncompleted MOUAPs.

## Committee on Professional Responsibility Annual Report for 2025-26

### Summary of Activities

#### Fall 2025

- Following the approval of Senate resolution 242524 in Spring 2025, the purpose and responsibilities of the Committee on Professional Responsibility (CPR) were significantly modified.
- Dr. Melissa Danforth, in her role as chair of the Academic Senate, convened an opening meeting of CPR on Oct. 2. At this meeting, Dr. Nate Olson was elected chair of CPR, and Dr. Tracey Salisbury was elected vice chair. The new responsibilities of CPR were discussed.
- The committee was unable to find a regular time to meet in the fall semester.
- Dec. 11: AVP for Faculty Affairs, Dr. Deborah Boschini, provided training to CPR. CPR also made initial plans for the spring

#### Spring 2026

- January: Olson discussed the new role and responsibilities of CPR at DCLC on Jan. 21 and the General Faculty Meeting on Jan. 30.
- Feb. 6: CPR met with Dr. Shaylyn Marks to discuss outcomes and status of Dr. Marks's work on campus belonging.
- Feb. 20: Campus town hall: CPR held a campus town hall (with both in-person and Zoom options) to discuss the campus climate for faculty members, especially as it pertains to professionalism, collegiality, and professional development. CPR also offered an online survey for faculty members to provide responses.
- March 6 and 20: CPR met to review results of the survey, discuss feedback from the town hall, and discuss next steps.
- April: CPR began work on its end-of-year report.



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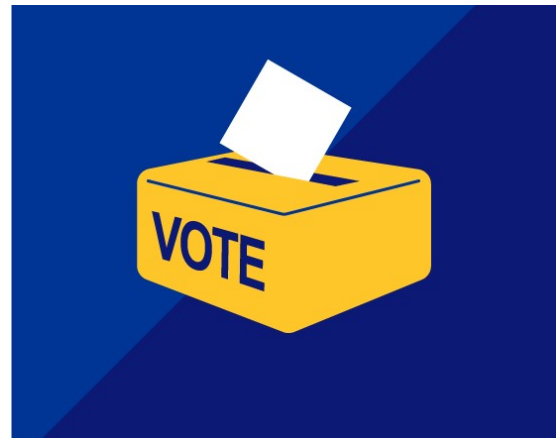
# Academic Senate: Elections & Appointments

May 7, 2026

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## Important Information & Reminders

- ❖ View the [Senate Website](#) for up-to-date information
- ❖ Let the [Senate Office](#) know if there are:
  - Vacancies that need to be filled
  - Errors with committee rosters
- ❖ If you do not receive emails regarding calls:
  - College Calls → Contact your College Election Chair & Admin Support
  - University-wide Calls → Contact the Senate Office ([academicsenateoffice@csub.edu](mailto:academicsenateoffice@csub.edu))



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## Results of College Appointed Positions

### All-University Teacher Education Advisory Committee (TEAC)

- NSME: *Jonathan Troup – Mathematics*
- SSE: *Adelmira Ynostroz Ochoa – Teacher Education*

### Auxiliary For Sponsored Programs Administration (SPA) Board

- NSME: *EC recommendation sent to the President*
- SSE: *EC recommendation sent to the President*

### Graduation Writing Assessment Requirement (GWAR) Committee

- A&H: *Charles MacQuarrie – English*

### CSUB Advising Council

- A&H: *Shaheer Afaqi – Philosophy and Religious Studies*
- BPA: *Reverted to At-Large*
- NSME: *Dani Solano – Chemistry & Biochemistry*
- SSE: *Jeff Moffit – Kinesiology*

### Institutional Research and Planning Assessment (IRPA) Advisory Committee

- A&H: *Charles MacQuarrie – English*
- BPA: *Aaron Hegde – Economics*
- NSME: *Reverted to At-Large*
- SSE: *Tzufen Chang – HD-CAFS*



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## Spring 2026 Call Cycle

1. Senate Chair – *Complete*
2. Senate Vice Chair – *Complete*
3. ASCSU Senator – *Complete*
4. Senators for Colleges – *Complete*
5. Senators At-Large – *Complete*
6. College Elected Positions on Committees – *Complete*
7. At-Large Elected Positions on Committees – *Complete*
8. Standing Committees – *Complete*
9. College appointed positions on committees – *Complete*
10. At-Large and unfilled college appointed positions – ***Second Call In Progress***



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## A Big Thank You To The 2025-26 College Election Committees!!!

### Arts and Humanities

- **Joel Haney (Chair)**
- Lena Taub
- Sean Wempe
- *Admin Support: Adrianna Hook*

### Business and Public Administration

- **Richard Gearhart (Chair)**
- Mansik Hur
- Jinping Sun
- Dan Zhou
- *Admin Support: Maria Diaz*

### Natural Sciences, Mathematics, and Engineering

- **Prosper Torsu (Chair)**
- Alberto Cruz
- Bilin Zeng
- *Admin Support: Maria Chavez*

### Social Science and Education

- **Dirk Horn (Chair)**
- Yeunjoo Lee
- Dahna Stowe
- *Admin Support: Vanessa Mayorga*



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## 2026-27 College Election Committees

### Arts and Humanities

- Joel Haney
- Lena Taub
- Sean Wempe
- *Admin Support: Adrianna Hook*

### Business and Public Administration

- Richard Gearhart
- Mansik Hur
- Jinping Sun
- Dan Zhou
- *Admin Support: Maria Diaz*

### Natural Sciences, Mathematics, and Engineering

- Prosper Torsu
- Danielle Solano
- Bilin Zeng
- *Admin Support: Maria Chavez*

### Social Science and Education

- Dirk Horn
- Yeunjoo Lee
- Anthony Flores
- *Admin Support: Vanessa Mayorga*



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Date	Referral	Status	Committee/s Charged	Action	Resolution	Handbook/Bylaws Change	Approved by Senate	Sent to President	Approved by President
9/2/2025	2025-2026 01 Clarify ASCSU Lecturer Electorate Procedures	Complete	FAC	Clarify ASCSU Lecturer Electorate Procedures. During your discussion, please consider the following: whether non-tenure track, non-teaching faculty can be eligible; what term the elected representative serves on CSUB Academic Senate; encoding the nomination and election procedures in CSUB Senate Bylaws or University Handbook.	<b>RES 252609</b> Clarifying ASCSU Lecturer Electorate Procedures	-	12/4/2025	1/5/2026	1/14/2026
9/2/2025	2025-2026 02 Academic Degree Policies	Complete	AAC	Review the academic policies about double majors and double counting courses. Consider: Timeline for declaring a double major, double counting courses between the major and the minor, and double counting courses between both majors for a double major. Carry-over referral: 2024-2025 #37 Academic Degree Policies	<b>RES 252603</b> Double Major Policy Changes <b>RES 252604</b> Minor Policy Changes	-	<b>RES 252603</b> approved 10/23/2025 <b>RES 252604</b> approved 11/06/2025	10/31/2025 12/1/2025	RES 252603 11/5/2025; RES 252604 01/10/2026
9/2/2025	2025-2026 03 Academic Policies and Academic Advising in SASEM	Tabled	AAC and AS&SS	To discuss shared governance with respect to the academic policies and advising housed in the Division of Strategic Enrollment Management Expanded Carry-over of: 2024-2025 #31 Academic Policies House in the Registrar's Office and 2024-2025 #25 Academic Advising Structure and Report; RES 242518 Academic Advising Structure as an Academic Endeavor	<b>RES 252622</b> Academic Advising Structure Is an Academic Endeavor (Tabled)	-	-	-	-
9/2/2025	2025-2026 04 Time Blocks	Memo 4/30/2026; Taskforce recommended	BPC	The need to reconsider Time Blocks for classes. During discussion, consider how to address meeting patterns that are not visualized in RES 1314059, whether the 50 minutes M/W/F time blocks are sufficient for pedagogical reasons, overlap between current time blocks of different types, effects of time blocks on space utilization. <b>Carry over referral:</b> 2023-2024 #04 and 2024-2025#10 Time Blocks; Memo included in Senate Agenda 04/30/2026 recommended the creation of a task force. No	-	-	-	-	-
9/2/2025	2025-2026 05 Unit RTP Committees	Complete	FAC	For FAC to review the University Handbook sections related to Unit RTP Committees. Handbook 305.6.1, 301.6.4 <b>Revised Referral</b> 2024-2025 #34 Unit RTP Committees and PAF Content; drafted RES 242557 (not approved by Senate)	<b>RES 252610</b> Unit RTP and PTR Composition	Handbook 305.4.1, 305.6.1, 305.6.2, 305.6.3, 305.6.4, 306.3	2/12/2026	2/27/2026	3/12/2026
9/4/2025	2025-2026 06 Proposal to Elevate the Concentration of Computer Information Systems (CIS) to a Degree Program.	Canceled; Returned to dept Spring 2026	AAC and BPC	Review the proposal to elevate the Computer Science Computer Information Systems (CIS) Concentration to a new Degree Program. <b>Note:</b> Per M. Danforth CIS is on hold; waiting for GE modification approvals from GECCo. 2026-02-24. A. Gromby, BPC chair confirmed the proposal was returned to dept. for substantial edits. 2026-05-05	-	-	-	-	-
9/4/2025	2025-2026 07 Proposal to Rename the Computer Science Information Security Concentration	Complete	AAC and BPC	Review the proposal to rename the Computer Science Information Security Concentration to Computer Science Cybersecurity Concentration.	<b>RES 252615</b> Renaming of Computer Science Cybersecurity Concentration	-	1/29/2026	2/9/2026	1/3/2026
9/4/2025	2025-2026 08 Proposal to Change the MS in Computer Science from Self-support to Stateside Support	Canceled	AAC and BPC	Review the proposal to Change the MS in Computer Science from Self-support to Stateside Support. <b>Note:</b> Per M. Danforth, MS CS is going back to department committee; mark as cancelled. 2026-02-24	-	-	-	-	-
9/4/2025	2025-2026 09 Proposal for New Minor in Applied Mathematics	Complete	AAC and BPC	Review the proposal for New Minor in Applied Mathematics.	<b>RES 252611</b> New Minor in Applied Mathematics	-	12/4/2025	1/5/2026	1/14/2026
9/15/2025	2025-2026 10 Proposal for New Minor in Medical Spanish	Complete	AAC and BPC	Review and approve the proposal for a New Minor in Medical Spanish; Department of Modern Languages and Literatures.	<b>RES 252630</b> New Minor in Medical Spanish	-	3/12/2026	3/23/2026	4/1/2026
9/15/2025	2025-2026 11 Proposal for New Minor in Creative Writing	Complete	AAC and BPC	Review and approve the proposal for a New Minor in Creative Writing; Department of English.	<b>RES 252614</b> Minor in Creative Writing	-	1/29/2026	2/9/2026	2/17/2026
9/15/2025	2025-2026 12 Proposal for New Concentration HCM_Healthcare Administration	Complete	AAC and BPC	Review and approve the proposal for a New Concentration in Healthcare Administration (HCM) in the Master of Public Administration (MPA) degree.	<b>RES 252612</b> New Concentration in Nonprofit Management in MPA Degree	-	12/4/2025	1/5/2026	1/14/2026
9/15/2025	2025-2026 13 Proposal for New Concentration NPM_Nonprofit Management	Complete	AAC and BPC	Review and approve the proposal for a New Concentration in Nonprofit Management (NPM) in the Master of Public Administration (MPA) degree.	<b>RES 252613</b> New Concentration in Healthcare Administration in MPA Degree	-	12/4/2025	1/5/2026	1/14/2026
9/15/2025	2025-2026 14 Proposal for Public Personnel Services Credential	Canceled	AAC and BPC	Review and approve the proposal for a Pupil Personnel Services Credential in Advanced Educational Studies. <b>Note:</b> Mark as cancelled per AAC Chair T. Tsantsoulas 2026-02-24: sent back to curriculum or	-	-	-	-	-
9/15/2025	2025-2026 15 Proposal for New Minor_HD-CAFS_Early Childhood Development (ECD)	Complete	AAC and BPC	Review and approve the proposal for 2025-2026 15_Proposal for New Minor in Early Childhood Development; Department of Human Development and Child, Adolescent and Family Studies (HD-CAFS)	<b>RES 252631</b> New Minor in Early Childhood Development	-	3/12/2026	3/23/2026	4/1/2026
9/16/2025	2025-2026 16 Catalog Language Inconsistency with Title 5	Complete	AAC	Review the inconsistencies between CSUB Academic Catalog language and Title 5 requirements with respect to upper-division units required for BS degree completion. Memo included in Senate Agenda 02/12/2026. No further action. Complete	-	-	-	-	-
9/16/2025	2025-2026 17 Sabbatical Application Process	Complete	FAC	Review the handbook guidelines on sabbatical applications. During your discussion, please consider: potential revisions to Sections 307.2 and 307.3 of the University Handbook; consistency with the Collective Bargaining Agreement for Unit 3; whether an application rubric should be developed.	<b>RES 252608</b> Sabbatical Rubric and Feedback	Handbook 307.2, 307.3	12/4/2025	1/5/2026	1/14/2026
9/17/2025	2025-2026 18 Special Review Committee for Anthropology	Complete	AAC and BPC	Review and address the recommendations provided by the Special Review Committee for Anthropology with respect to the proposed discontinuation of the Anthropology MA and BA programs.	<b>RES 252618; RES 252618-REVISED</b> Special Review Committee for Anthropology	-	1/29/2026; 03/06/2026	2/9/2026; 03/23/2026	4/1/2026
9/29/2025	2025-2026 19 Teaching Modality	<b>RES 252648 IP; 2nd Reading Scheduled 5/7/2026</b>	AAC and FAC	Review and discuss section 203 "Instructional Policy" of the University Handbook, particularly the sub-sections related to course modality and online and hybrid courses. Section 303.1 also has references to online teaching.	<b>RES 252648</b> Teaching Modality-Handbook Changes	Handbook 203 and 303.1	<i>2nd reading scheduled 05/07/2026</i>	-	-

**2025-2026 Academic Senate: Referral and Resolution Log**

Updated: May 5, 2026

Date	Referral	Status	Committee/s Charged	Action	Resolution	Handbook/Bylaws Change	Approved by Senate	Sent to President	Approved by President
9/29/2025	2025-2026 20 Disqualification and Readmission Policies	Complete	AAC and AS&SS	Review and discuss the policies related to academic disqualification and readmission to the university.	<b>RES 252637</b> Academic Standing Policy Update: Summer Disqualification Removal; <b>RES 252641</b> Readmission Requirements Following Academic Disqualification	-	RES 252637, 3/26/2026; RES 252641, 4/30/2026	RES 252637, 4/10/2026	RES 252637, 4/27/2026
9/29/2025	2025-2026 21 Policy on Use of Informational Banner Space in Canvas	Complete	AS&SS	Discuss developing a policy on what information can be posted to the banner space on Canvas.	<b>RES 252627</b> Policy on Use of Informational Banner Space in Canvas	-	4/16/2026	4/28/2026	
10/7/2025	2025-2026 22 President's Cabinet Structure and Officers of the University	In committee/s	FAC	Update section 103.2.3 and 104 of the University Handbook to be consistent with the current structure of the President's Cabinet, President's direct reports, and other officers of the University.		Handbook 103.2.3 and 104			
10/14/2025	2025-2026 23 PERC Timing Concerns	<b>RES 252642 IP;</b> <i>(2nd reading scheduled 5/7/2026)</i>	AAC and AS&SS	Investigate the timing of the Post-Enrollment Requirements Checking (PERC) report generation.	<b>RES 252642</b> Post-Enrollment Requirement Checking (PERC) Timing Alignment for Prerequisite Verification and Enrollment Stability	-	<i>2nd reading scheduled 05/07/2026</i>		
10/14/2025	2025-2026 24 First-Year Seminar (CSUB 1029) Concerns	In committee/s	AAC and FAC	Investigate concerns related to the curricular content and oversight of First-Year Seminar (CSUB 1029) and the assignment of instructors for CSUB 1029.		-			
10/29/2025	2025-2026 25 Inconsistency with Previous Handbook Changes to Unit Committee Evaluations	Complete	FAC	FAC to review the two resolutions from 2022-2023 related to section 305.6.3 Evaluation and Recommendation by the Unit Committee of the University Handbook. During your discussion, please consider the following: Any language from RES 222309 that may have been accidentally excluded from RES 222335 and will need to be incorporated in the handbook; Incorporating recommendations from this referral with recommendations for referral 2025-2026 05 Unit RTP Committees.	<b>RES 252610</b> Unit RTP and PTR Composition	Handbook 305.4.1, 305.6.1, 305.6.2, 305.6.3, 305.6.4, 306.3	2/12/2026	2/27/2026	3/12/2026
10/29/2025	2025-2026 26 Inventory of Automated Decision-making Software for the Classroom	Complete	AS&SS	Inventory of AI and other automated software; A new state law requires CSU campuses to inventory automated decision-making systems. It was suggested that ATI-IM also participate	<b>RES 252628</b> Inventory of Automated Decision-Making Software for the Classroom	-	4/30/2026		
10/29/2025	2025-2026 27 Handbooks Policies on Acting and Interim MPPs	Complete	FAC	FAC to review the University Handbook sections, 309.7 through 309.11, regarding appointments of interim administrators. During your discussion, please consider the following: Whether language should be added to define the title "Acting" and provide guidelines for appointing and length of term; Whether the consultation processes for interim appointments should be clarified with respect to entities that are consulted prior to appointment and renewal.	<b>RES 252647</b> Acting Appointments - Handbook Changes	Handbook 309.7 through 309.11	4/30/2026		
10/29/2025	2025-2026 28 Term Limits for Department Chairs and Program Directors	Complete	FAC	FAC to review the term limit language in section 312.3 Selection and Appointment Procedures of the University Handbook, specifically relating to department chairs, program chairs, and program directors	<b>RES 252621</b> Department Chair Terms	Handbook 312.3	2/12/2026	2/27/2026	3/12/2026
11/3/2025	2025-2026 29 Academic Calendar, Fall 2026 - Summer 2027	Complete	BPC	Approval of Academic Calendar, Fall 2026, Winter session, Spring 2027 and Summer 2027; correction identified 1/28/2026- RES 252623 on consent agenda for Senate 1/29/2026	<b>RES 252616</b> Academic Calendar Fall 2026 - Summer 2027 <b>RES 252623</b> Changes to Fall 2026 Academic Calendar	-	RES 252616 12/4/2025; RES 252623 1/29/26	RES 252616 1/5/2026; RES 252623 2/9/2026	RES 252616 1/14/2026; RES 252623 02/17/2026
11/3/2025	2025-2026 30 Academic Master Plan 2026-27 through 2035-36	Complete	AAC and BPC	Academic Master Plan; 2026-27 through 2035-36	<b>RES 252617</b> Academic Master Plan 2026-27 through 2035-36	-	12/4/2025	1/5/2026	1/14/2026
11/3/2025	2025-2026 31 Clarify Handbook Language Related to Faculty Reviews	Complete	FAC	FAC to review the Handbook language pertaining to timelines for Post-Tenure Review (PTR) and WPAF length for all faculty reviews. During your discussion, please consider the following: The language in Handbook section 305.4.2.10 "RTP File" related to expected contents and maximum length for the following types of reviews... Multiple timeline issues with Handbook section 305.3.3 "Promotion of Tenured Faculty"; FAC attached a memorandum with RES 252644 for Senate 4/30/2026	<b>RES 252644</b> Guidance on WPAF Contents and Timelines for Review	Handbook 305.3.3., 305.5.2., 305.5.3., 305.4.2.10, and Appendix G	4/30/2026		
11/3/2025	2025-2026 32 Clarification of Unit Criteria for Faculty Review	Complete	FAC	FAC to review the Handbook language related to Unit RTP, PTR and PEF Criteria. During your discussion, please consider the following: The following Handbook sections related to Unit Criteria, including any changes made in RES 252610 "Unit RTP and PTR Composition": 305.4.2.4 "Unit RTP Criteria," 306.2.2 "Criteria for Periodic Evaluation of Faculty," 306.3 "Post-Tenure Review," Definition of "exceptional" for Early Promotion at different ranks (i.e. Assistant to Associate and Associate to Full), Developing a checklist of required criteria elements to assist units in revising their Unit Criteria. Referral revised and sent to FAC 3/13/2026.	<b>RES 252632</b> Required Unit RTP Criteria Elements and Guidance on Unit RTP Criteria Revision	Handbook 305.3.1, 305.3.4, 305.4.2.4, 305.4.2.8., and 305.4.2.9.	4/16/2026	4/28/2026	
11/7/2025	2025-2026 33 Academic, Curricular, and Student Support Software Concerns	Complete	AS&SS	AS&SS discuss academic, curricular, and student support software needs with ITS. Consider: Consulting with ITS about rising software costs for academic, curricular, and student support software, and assisting ITS with determining acceptable replacements and/or non-renewals; <i>Whether AS&amp;SS (via bylaws change), another existing committee (such as ITC), or a new committee</i>	<b>RES 252629</b> Academic, Curricular, and Student Support Software Governance	-	4/30/2026		
11/7/2025	2025-2026 34 Review of the Report and Recommendations from the Task Force for Periodic Evaluation of Temporary Faculty	Complete	FAC	FAC review the submitted report and recommendations from the Task Force for Periodic Evaluation of Temporary Faculty. Consider: Which recommendations for changes to the Handbook, if any, should be formally adopted; The impact of the report and recommendations on other referrals and resolutions. <i>Consent agenda referral 2021-2022 #41, 2022-2023 #03 and 2024-2025 #06</i>	<b>RES 252645</b> Periodic Evaluation of Temporary Faculty	Handbook 306	4/16/2026	4/28/2026	
11/25/2025	2025-2026 35 SOCI Modality	Complete	FAC	Review the request from Provost Council to eliminate paper SOCs and move entirely to online SOCs. During discussion, consider: Costs of administering paper SOCs, Low response rates for online SOCs and how to address ITS support for online SOCs	<b>RES 252620</b> Transitioning to Online SOCs	Handbook 305.4.4, 305.4.5	2/26/2026	3/6/2026	3/12/2026
1/20/2026	2025-2026 36 New Degree Proposal for Bachelor of Science in Environmental Science	Complete	AAC and BPC	Review and address the new proposal for a Bachelor of Science in Environmental Studies.	<b>RES 252636</b> New Bachelor of Science in Environmental Science	-	3/26/2026	4/10/2026	4/27/2026
1/20/2026	2025-2026 37 New Degree Proposal for Bachelor of Science in Mechanical Engineering	Complete	AAC and BPC	Review and address the new proposal for a Bachelor of Science in Mechanical Engineering.	<b>RES 252638</b> New Bachelor of Science in Mechanical Engineering	-	4/30/2026		

**2025-2026 Academic Senate: Referral and Resolution Log**

Updated: May 5, 2026

Date	Referral	Status	Committee/s Charged	Action	Resolution	Handbook/Bylaws Change	Approved by Senate	Sent to President	Approved by President
1/22/2026	2025-2026 38 New Degree Proposal for Bachelor of Arts in Human Development and Family Studies	Complete	AAC and BPC	Review and address the new proposal for a Bachelor of Arts in Human Development and Family Studies.	<b>RES 252639</b> Program Name Change from a Bachelor of Arts in Child, Adolescent, and Family Studies (CAFS) to a Bachelor of Arts in Human Development and Family Studies (HDFS)	-	4/30/2026		
1/20/2026	2025-2026 39 Proposal for New Minor in Migration, Population, and Globalization	Complete	AAC and BPC	Review and address the proposal for a new minor in Migration, Population, and Globalization (MPG).	<b>RES 252635</b> New Sociology Minor in Migration, Population and Globalization	-	3/26/2026	4/10/2026	4/27/2026
1/20/2026	2025-2026 40 Department Name Change Request for HD-CAFS	Complete	AAC and BPC	Review and address the new proposal Department name change from Human Development and Child, Adolescent, and Family Studies (HD-CAFS) to Human Development and Family Sciences (HDFS).	<b>RES 252640</b> Department Name Change from Human Development and Child, Adolescent, and Family Studies (HD-CAFS) to Human Development and Family Studies	-	4/30/2026		
1/20/2026	2025-2026 41 AS&SS Membership – Bylaws Change	Complete	AS&SS	Review and address the request from Information Technology Services (ITS) to add the Chief Information Officer as an ex-office non-voting member to AS&SS	<b>RES 252626</b> AS&SS Membership-Bylaws Change	Bylaws- Section IV	2/26/2026	3/6/2026	3/12/2026
2/18/2026	2025-2026 42 DLC membership and Description	<b>RES 252648 IP</b> ; 2nd Reading Scheduled 5/7/2026	AAC	Distributed Learning Committee (DLC) Membership & Description; review and address the request and proposed resolution submitted by the Distributed Learning Committee regarding DLC's membership and description.	<b>RES 252648</b> Teaching Modality- Handbook Changes	Handbook 203 and 303.1	2nd reading scheduled 05/07/2026		
2/18/2026	2025-2026 43 Review of the Research, Scholarship, and Creative Activity Reports	Complete	FAC	Review the submitted reports and recommendations from the Scholarship and Creative Activities Task Force and the Faculty Advisory Committee for Research, Scholarship, and Creative Activity (FAC-4-RSCA). During your discussion, please consider: Which recommendations for changes to the Handbook, if any, should be formally adopted through the Senate resolution process; The impact of the report and recommendations on other referrals and resolutions currently before FAC. <b>Note:</b> per FAC Chair, Z. Zenko, this referral will likely require multiple resolutions and continued work over future academic years.	<b>RES 252633</b> Clarifying Faculty Workload, RSCA Expectations, and Service Responsibilities	-	3/26/2026	4/10/2026	
2/18/2026	2025-2026 44 Consideration of Senior Lecturer Honorific	Complete	FAC	Consider the request for the honorific "Senior Lecturer" for entitled lecturers under a 3-year contract (CBA Article 12.12 Appointments). During your discussion, please consider: Whether to adopt such an honorific for 3-year lecturers; What process would be used for determining if a lecturer qualifies for the honorific; Other existing honorific processes, such as the Emeriti status, Handbook section 308.2, that could be used to inform this process.	<b>RES 252634</b> Establishing a Preferred Non-Contractual Academic Honorific Title "Senior Lecturer	Handbook 304.7.3,	3/26/2026	4/10/2026	
3/2/2026	2025-2026 45 Request Help with Remediation of Course Materials for Accessibility	In committee/s	AS&SS	To review and address the request from ATI about how faculty would request help for course remediation and how students would report concerns about accessibility in a course					
4/7/2026	2025-2026 46 Request for Chair/Director of the Year Award	In committee/s	FAC	Consider the request for a Chair/ Director of the Year award and consider whether such an award should be created and if so, what would be the process for nomination and selection.					
4/15/2026	2025-2026 47 Proposal for New Master of Science in Applied Analytics	In committee/s	AAC and BPC	Review and address the proposal for a new Master of Science in Applied Analytics.					
2/3/2026	N/A	Canceled	EC	RES 252625 Term for ASCSU Lecturer Electorate Representative - EC agreed to cancel this resolution (EC 02/10/2026) <i>Note: later resolution will be needed to align CSU IR with ASCSU term requirements.</i>	RES 252625 Canceled	-	-	-	-
9/11/2025	N/A	Complete	EC	Rename the Faculty Leadership and Service Award to "Jacquelyn Kegley Faculty Leadership and Service Award" in recognition of Dr. Kegley's decades of service to and leadership at CSUB, including her role in the creation of CSUB's Academic Senate and service as CSUB Senate Chair.	<b>RES 252601</b> Renaming of the Leadership and Service Award	Handbook 308.3.2	9/25/2025	10/6/2025	10/15/2025
9/23/2025	N/A	Complete	EC	AB 1400 of 2025 Opposition; Academic Senate of CSUB requests that the Governor of California veto Assembly Bill 1400 of 2025 Community colleges; Baccalaureate Degree in Nursing Pilot Program.	<b>RES 252602</b> Assembly Bill 1400 of 2025 Opposition	-	9/25/2025	10/6/2025	10/15/2025
10/7/2025	N/A	Complete	EC	RES 252605 Reaffirming Shared Governance and the University Handbook as Policy	<b>RES 252605</b> Reaffirming Shared Governance and the University Handbook as Policy	No Handbook changes/ but save in Governing Docs	10/23/2025	10/31/2025	11/5/2025
10/7/2025	N/A	Complete	EC	RES 252606 Call for a CSU Chancellor's Office Investigation Regarding Recent Incidents in Athletics	<b>RES 252606</b> Call for a CSU Chancellor's Office Investigation Regarding Recent Incidents in Athletics	-	11/6/2025	12/1/2025	1/14/2026
10/21/2025	N/A	Complete	EC	Commendation for CSUB CAMP and HEP Programs	<b>RES 252607</b> Commendation for CSUB CAMP and HEP Programs	-	10/23/2025	10/31/2025	11/5/2025
12/2/2025	N/A	Complete	EC	Commencement - Fall 2025	<b>RES 252619</b> Commencement- Fall 2025	-	12/4/2025	1/5/2026	1/14/2026
2/3/2026	N/A	Complete	EC	Expressions of the Senate - Bylaws Changes	<b>RES 252624</b> Expressions of the Senate - Bylaws Changes	Bylaws	4/30/2026		
4/7/2026	N/A	Complete	EC	Research Misconduct Policy changes	<b>RES 252646</b> Research Misconduct Policy	-	4/16/2026	4/28/2026	
4/14/2026	N/A	Complete	EC	Commencement - Spring 2026	<b>RES 252649</b> Commencement, Spring 2026	-	4/30/2026		

**2025-2026 Academic Senate: Referral and Resolution Log**
*Updated: May 5, 2026*

Date	Referral	Status	Committee/s Charged	Action	Resolution	Handbook/Bylaws Change	Approved by Senate	Sent to President	Approved by President
3/23/2026	N/A	<b>RES 252643 IP</b> ; <i>2nd reading scheduled 5/7/2026</i>	EC	In response to: "Policies & Procedures for Establishing New Schools," as submitted by the Criteria for Proposing New Schools Task Force	<b>RES 252643</b> - Policies & Procedures for Establishing New Schools		<i>2nd reading scheduled 05/07/2026</i>		
5/4/2026	N/A	<b>RES 252650</b> ; <i>Consent agenda 5/7/2026</i>	EC	Commendation - Heath Niemeyer, VP for University Advancement	<b>RES 252650</b> Commendation for Heath Niemeyer, VP for UA	-	<i>Consent agenda 05/07/2026</i>		
5/4/2026	N/A	<b>RES 252651</b> ; <i>Consent agenda 5/7/2026</i>	EC	Commendation - Dina Ebeling	<b>RES 252651</b> Commendation for Dina Ebeling	-	<i>Consent agenda 05/07/2026</i>		



**Policies & Procedures for Establishing New Schools**

**RES 252643**

EC

**RESOLVED:** That the Academic Senate of California State University, Bakersfield, adopt the document entitled “Policies & Procedures for Establishing New Schools,” as submitted by the Criteria for Proposing New Schools Task Force.

**RATIONALE:** Currently, there are no formal policies governing the establishment of new schools at CSUB. The proposed guidelines address this gap by providing a comprehensive framework for the formation of new schools, modifications to existing schools, and the procedures required to establish such entities.

The Criteria for Proposing New Schools Task Force, composed of representatives from the Academic Affairs Committee (AAC), Budget & Planning Committee (BPC), Academic Support & Student Services Committee (AS&SS), and Faculty Affairs Committee (FAC), conducted an extensive review of policies and procedures from other California State University (CSU) campuses to inform its work. The resulting document reflects consensus-based recommendations and establishes a formal policy to guide future decisions regarding the creation and modification of academic schools.

*Attachment: Final Report\_Policies and Procedures for Establishing New Schools.pdf*

**Distribution List:**

President  
Provost and VP for Academic Affairs  
AVP for Faculty Affairs  
AVP for Academic Programs  
Academic Senate  
College Deans  
Dean of the Library  
College Associate Deans  
General Faculty

Approved by the Academic Senate:

Sent to the President:

President Approved:

**Academic Senate**

California State University, Bakersfield  
9001 Stockdale Hwy. • 22 EDUC • Bakersfield, CA 93311

## **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

**Signature:**   
**Email:** rdugan2@csub.edu

**Signature:**   
**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



## Teaching Modality - Handbook Changes

RES 252648

AAC, FAC

**RESOLVED:** That the Academic Senate approves revisions to the University Handbook regarding the teaching modality of courses at CSUB. Deletions are in ~~striketrough~~, and additions are in **bold and underlined**.

### 203.11 **Distributed Learning Committee**

University faculty have adopted a distributed learning policy for online and **flex hybrid** instruction (Academic Senate Resolution 1213028). The Distributed Learning Committee (DLC) is responsible to monitor for issues that arise with regards to the distributed learning policy and to **improve ensure** the quality of online and **flex hybrid** instruction, including the **development of guidance for certification of faculty wishing to teach online and/or flex hybrid** courses.

The DLC consists of (1) one faculty member from each of the academic **colleges schools**; (2) **one faculty member at-large** ~~the Faculty Coordinator of Online Instruction from the Faculty Teaching and Learning Center (FTLC)~~; (3) the Faculty Director of the FTLC; (4) a student representative from ASI; and (5) one staff member with direct responsibilities related to CSUB's learning management system (ex-officio). Additional members may be appointed as ex-officio members by the Provost and Vice President of Academic Affairs, at the recommendation of the current DLC members. **The Faculty Director of the FTLC convenes the first meeting of the year, during which the committee elects a chair.**

Faculty members on the committee are expected to have experience with the designing and teaching of online/**flex hybrid** courses and should **have received CSU approved training in** ~~be certified by CSUB for online/~~**flex hybrid** instruction. Faculty members are elected in accordance with the election procedures in Sections 202.6 and 202.7 and serve on staggered two-year terms. The student representative will be selected by ASI on an annual

basis. The staff member will be appointed by the Provost and Vice President of Academic Affairs on an annual basis.

As issues with the distributed learning policy arise, the DLC shall either (1) refer the issue to the Academic Senate for development of policy, or (2) develop a policy on a particular issue itself and then refer the proposed policy to the Academic Senate for consideration. The DLC shall report annually to the Academic Senate on online and ~~flex hybrid~~ instruction trends and issues.

~~If certification for teaching online and/or hybrid courses is available, the DLC shall issue guidance on becoming certified for online and/or hybrid instruction at the beginning of each academic year.~~

**The DLC shall develop and maintain guidance for online and/or flex instruction, including but not limited to professional development pathways, instructional support recommendations, and quality standards. The Committee shall conduct a review of this guidance at least once every two years and revise it as necessary to ensure continued relevance.**

**The DLC shall meet at least once per semester. Failure to convene shall trigger review by the Academic Senate to ensure that policies governing online and/or flex instruction remain current, functional, and aligned with shared governance principles. The Academic Senate shall initiate steps to reconstitute the Committee or assign interim oversight to an appropriate Senate body to ensure continuity of distributed learning policy review and quality assurance.**

### **303.1.1 Teaching Assigned Courses**

Faculty shall teach their assigned courses in accord with the officially approved course descriptions provided in the current university catalog. Unless authorized by the department or program to teach a course in an online or ~~flex hybrid~~ format, faculty shall teach in a face-to-face format.

**The assignment of courses includes responsibility for the mode of instruction (e.g., face-to-face, flex, or online). The determination of course modality is primarily a departmental or program-level decision, made through established curricular and**

**scheduling processes and grounded in pedagogical appropriateness, disciplinary standards, and student learning outcomes. [Departments and programs shall ensure that a sufficient proportion of courses are offered in face-to-face format, recognizing that face-to-face instruction is the primary and expected mode of instruction at CSUB.](#)**

**Departments and programs shall ordinarily determine the modality of their courses independent of administrative preference, except as provided below. [They shall ordinarily determine the qualifications of their faculty who teach online courses and are responsible for ensuring the faculty are in compliance with the applicable accreditation and other requirements for that program.](#)**

**College Deans retain a [managing](#) role to ensure that instructional offerings within the college are consistent with the University mission, student access needs, and resource constraints. Any decision that departs from the department's or program's recommendation shall be documented in writing and grounded in academic, operational, or resource-based considerations. Changes to course modality after registration begins shall require approval of the College Dean or designee.**

RATIONALE: Referral 2025-2026-19 calls for clarification of instructional policy and teaching modality authority, particularly with respect to departmental autonomy and the role of administration in modality decisions.

This resolution affirms that teaching modality is fundamentally a pedagogical matter best determined by departments and programs, while also recognizing the responsibility of College Deans to ensure that instructional offerings align with institutional mission and student expectations, including the University's emphasis on face-to-face instruction as its primary mode of delivery.

The resolution further responds to the prolonged inactivity of the Distributed Learning Committee by reinforcing expectations for its operation and oversight role. The Distributed Learning Committee (DLC) policy has not been updated in more than a decade, and the Faculty Coordinator of Online Instruction position has been discontinued. During this period, instructional modalities have evolved substantially. Online and flex teaching are now

integral components of many faculty members' regular teaching assignments, and CSUB no longer requires certification for online instruction. These handbook revisions redefine the role and scope of the DLC to reflect current institutional practices. Maintaining clear, functional, and faculty-driven policies for online and flex instruction is essential to instructional quality, shared governance, and institutional coherence.

**Distribution List:**

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

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Approved by the Academic Senate:

Sent to the President:

President Approved:



**Post-Enrollment Requirement Checking (PERC) Timing Alignment for Prerequisite Verification and Enrollment Stability**  
**RES 252642**

AS&SS, AAC

- RESOLVED:** That Post-Enrollment Requirement Checking (PERC) report generation be scheduled following the semester grade submission deadline and no later than nine business days after the semester grade submission deadline, to allow sufficient time for departments to review prerequisite fulfillment and notify affected students; and be it further
- RESOLVED:** That the initial PERC process apply only to students identified through the initial report run, and that additional late grade postings or updates be managed through regular departmental advising practices rather than repeated PERC cycles; and be it further
- RESOLVED:** That, while PERC reports shall be generated no later than nine business days after grades are due, departments and advisors shall receive PERC results no later than six business days after the PERC report is generated to support proactive advising and schedule adjustments; and be it further
- RESOLVED:** That students identified through PERC as not having met prerequisite requirements be provided with a minimum notification period of five business days before any administrative drops are processed, and that no student be dropped without an opportunity to meet with an academic advisor, to support appropriate advising intervention, (except for extreme circumstances) and be it further
- RESOLVED:** That the Office of Academic Programs publish the PERC processing timeline each semester and communicate it to department chairs, faculty, advisors, and students, including (1) confirmation of grade submission completion, and (2) expected dates for PERC distribution and follow-up; and be it further
- RESOLVED:** That this timeline and process be included in Academic Affairs procedural guidance and referenced in department chair onboarding and semester-start communications.
- RATIONALE:** Aligning the timing of Post-Enrollment Requirement Checking (PERC) with the period immediately following the Registrar's confirmation of grade submission allows departments adequate time to verify prerequisite completion and support students in adjusting their schedules. Establishing a nine-business day PERC deadline provides



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departments with practical flexibility while helping to minimize last-minute schedule disruptions.

Requiring that students receive at least five business days of notice before administrative drops and ensuring that no student is dropped without the opportunity to

meet with an advisor, promotes equitable access to academic guidance. These changes enhance clarity, predictability, and consistency in the prerequisite verification process and support student enrollment stability.

**Distribution List:**

President  
Provost and Vice-President for Academic Affairs  
Vice-President for Student Affairs and Strategic Enrollment Management  
AVP for Faculty Affairs  
AVP Academic Affairs and Dean of Academic Programs  
College Deans  
Associate Deans  
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Dean of Antelope Valley  
Dean of Extended Education and Global Outreach  
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Approved by the Academic Senate:

Sent to the President:

President Approved: