

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE
MINUTES-APPROVED
Thursday, October 13, 2016
Health Center Conference Room
10:00 a.m. – 11:30 a.m.

MEMBERS: D. Anderson-Facile, D. Boschini (Chair), C. Cruz-Boone, A. Dominguez (ALT), S. Forester, S. Frye, B. Hartsell, A. Hegde, J. Kegley, C. MacQuarrie, K. Madden, M. Martinez, H. McCown, J. Millar (ALT), BJ Moore, J. Paschal, M. Rush, M. Slaughter, D. Whetton, D. Wilson, D. Zhou, J. Zorn

ABSENT: C. Murphy, S. Schmidt,

VISITORS: V. Harper, P. Newberry, D. Schechter, V. Kohli, K. Krishnan

1. **Call to Order** Meeting called to order by Chair Boschini.
2. **Approval of Minutes** – September 29, 2016
Motion/Second/Approved: Senators Kegley and Paschal moved to approve the minutes. The minutes from September 15, 2016 are approved.
3. **Announcements and Information**
 - Senator Kegley invited everyone to support three of our honor students who will be speaking on “Water: A Global Challenge” on October 13, 2016 at 6:00 pm in the Dezember Room.
 - On behalf of the AAC, Senator Moore announced that ASI is starting an initiative of having lunch with faculty. Additional information will follow.
 - Chair Boschini announced the following:
 - She will be attending the meeting of the Statewide Senate Chairs scheduled for October 20, 2016; topics will include the Graduation Initiative.
 - Christine Miller, ASCSU Chair will be attending our Senate meeting scheduled for October 27, 2016; she will be presenting on shared governance. Senators are invited to join her for lunch following the meeting.
4. **Approval of Agenda**
Motion/Second/Approved: Senators Anderson-Facile and Moore moved to approve the agenda. The agenda is approved.
5. **ASCSU Report**-None
6. **Provost’s Report**-Provost Zorn reported on the following:
 - **Last Day to Add Classes**-The last day to add classes was late this year; the Chairs have recommended that the date be moved to January 31, 2017 for spring.
 - **Program Profiles**- Administration has heard the concerns in regard to Program Profiles; files will continue to be provided in PDF format. She wants it to be a meaningful process: not a report that is never looked at again.
 - **Antelope Valley Lockdown**-Debriefing following the Antelope Valley emergency lockdown on October 5, 2016 indicated that there was a “glitch with the notification system. Some people received a voicemail notification of the lockdown, but did not receive a text. Follow-up with F. Gorham indicated that a cell phone number should be listed as the “home” phone number in myCSUB so that both voicemail and texts will be received. An announcement on how to update personal information has gone out to campus.

Senator Moore expressed concern that emergency procedures are not routinely discussed with students at the beginning of each semester; the opportunities for emergency evacuation varies depending on which building they are in.

Senator Martinez expressed concern that San Bernardino takes calls when the dispatch desk here is unoccupied; he added that this is a safety issue. Provost Zorn stated that San Bernardino serves as backup for a number of campuses in the Southern California region. Provost Zorn will discuss the issue with Chief Williamson.

Senator Moore expressed concern that the Chief of Public Safety has to call an administrator for authorization prior to issuing a lockdown. Provost Zorn reported that if the administrator was not available, he would have gone ahead with the lockdown.

- **Changes to Commencement**-A couple of open forums have been held to discuss changes to commencement. Reading student's names is an important piece of the ceremony; the practice will continue.
- **Grad Checks**-AVP Mimms is surveying all of the CSU's to inquire about fees and deadlines. Often there are miscellaneous fees wrapped into one. A report will follow.
- **Mid-term Grades**-This term, one faculty member from each school is piloting a program similar to what the student athletes use. A report on how to proceed will follow.
- **First Generation Initiative**-Faculty who are first generation students are encouraged to contact Jorge Villatoro so a poster can be put up in your area.
- **HACU**-12 of our students received a scholarship to attend the Hispanic Association for College and Universities (HACU) 30th Annual Conference in San Antonio, Texas. The trip was a life-changing experience to them.

7. Committee Reports and Requests-

- a. **Executive Committee**-Senator Hartsell reported that at its last meeting the EC had significant discussion with President Mitchell in regard to "position control" which is having unintended consequences; T. Davis will be planning an open forum to clarify the issue. He added that the President supports the need for a faculty ombudsperson; a referral was issued to the FAC to draft a policy. For clarification, Chair Boschini added that "position control" has been introduced to the campus as a bookkeeping strategy to identify permanent positions for the purpose of making budgeting and allocations more transparent and structured.
- b. **Academic Affairs Committee**-Senator Slaughter reported that the AAC has approved the CAFS Proposal. Discussion in regard to the issue on grad check concerns is ongoing.
- c. **Academic Support & Student Services Committee**- In Senator Millar's absence, Senator MacQuarrie reported that the AS&SS meeting scheduled for 6, 2016 was postponed pending additional information from administration in regard to grad check concerns.
- d. **Budget & Planning Committee**- Senator Hegde reported that the last meeting P. Jacobs provided insight in regard to the custodial and maintenance issues. The conclusion was that more than anything else, there is an issue regarding communication. In the past, those who submitted work orders to Facilities have not received follow-up in regard to the status; the work order process is being updated. Also, in regard to the cleanliness of restrooms, custodial staff check high traffic areas three times a day. Senator Hegde added that P. Jacobs is willing to address the Senate in regard to concerns. The committee approved the Revised Academic Calendar for 2017-2019. In regard to the Implementation of Faculty Parking Proposal, the committee felt the charge was not very clear and does not feel that it is their responsibility to come up with a plan; rather it is the committee's responsibility to assess a plan. Discussion in regard to CAFS Proposal and the student advising schedule will continue. For clarification, Chair Boschini reported that the minor changes to the Revised Academic Calendar do not have to come back to the Senate; the Senate Office will forward the calendar to the President's Office.
- e. **Faculty Affairs Committee**-Senator Whetton reported that the committee discussed Evaluation for Academic Administrators.
- f. **Staff Report**-None

- g. **ASI Report**-In Senator Dominguez's absence, information was provided in regard to a discount card that will allow students and faculty to receive discounts at various Kern County businesses. Rock the Vote Campaign is underway to urge students to participate in the upcoming elections. The ASI Board is working to bring in new students to get them involved with ASI as part of the new Leaders Engaging in Advocacy and Development (LEAD).

Rumor and Gossip Control- Senator Anderson-Facile reported that in some schools, faculty are teaching seven courses and in other schools they are teaching eight and this is an unfair workload issue. She added that some faculty are teaching 350 students this semester. Senator Rush added that it is important to look at the number of units being taught; not just course count. Provost Zorn will look into workload analysis then report back after she returns from her brief absence from campus.

8. **Resolutions - (Time Certain 10:45 A.M.)**

a. **Consent Agenda**-None

b. **Old Business:**

- **Evaluation for Academic Administrators RES 161701 (FAC) (Second Reading)**-Senator Whetton introduced the resolution stating that it reflects the recommendations provided by the Senate on September 29, 2016.

Chair Boschini opened the floor for discussion. Senator Hartsell offered a friendly amendment to include Vice Provost/AVP Faculty Affairs as an academic administrator. Senator Moore spoke in favor of the resolution stating that the listed administrators seem to be sufficient to faculty input. Senator Paschal offered a friendly amendment to strike "three year" from the second paragraph of Section 311.1.

Called/Passed: Chair Boschini called the question. The resolution on Evaluation for Academic Advisors passed.

Senator Rush recommended that the EC discuss the issue of the Associate Dean Review Process.

c. **New Business:**

- **Custodial and Maintenance Concerns RES 161404 (BPC) (First Reading)**-Senator Hegde introduced the resolution stating that there doesn't seem to be any other actionable item other than having P. Jacobs provide an update regarding facilities management processes and outcomes to the Senate as well as during University Week. Feedback was provided to the BPC. This issue will return as a second reading.

Chair Boschini will invite P. Jacobs to a future Senate meeting to discuss faculty concerns.

9. **Open Forum Items (Time Certain 11:15 a.m.)**

- To follow-up on the inquiry in regard to campus dispatchers, Provost Zorn reported that our campus is short a dispatcher due to a long term illness. We are in the process of resolving the issue.
- Senator McCown inquired about which campus number to call for response to emergencies i.e. 911 vs 2111. Senator Hartsell reported that 2111 gets a faster response on campus; 911 is re-routed. Chair Boschini stated that she will contact Chief Williamson for clarification.
- Senator Anderson-Facile expressed concern for the budget for custodial/maintenance. She added that trash overflow on campus is embarrassing.

10. **Adjournment**

The meeting adjourned at 11:28.