

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD  
ACADEMIC SENATE  
MINUTES-APPROVED  
Thursday, April 16, 2015  
Health Center Conference Room  
10:00 a.m. – 11:30 a.m.

**MEMBERS:** D. Boschini S. Campagna-Pinto, D. Dodd, J. Fielder, S. Frye, K. Hartlep, B. Hartsell, A. Hegde, K. Holloway, A. Houtman, A. Jacobsen, J. Kegley, K. Knutzen, H. McCown, E. Montoya, BJ Moore, J. Paschal, S. Raczkowski, P. Smith (ALT), D. Stotler, J. Tarjan, D. Wilson

**ABSENT:** C. Murphy

**VISITORS:** H. Mitchell, C. Kemnitz, V. Kohli, M. Suleiman

1. **Call to Order**-Meeting called to order by Chair Kegley
2. **Approval of Minutes** – March 12, 2015  
**Motion/Second/Approved:** Senators Hartsell and Frye moved to approve the minutes. The minutes from March 12, 2015 are approved.

3. **Announcements and Information**

- **Honors and Awards Committee Recommendations**-On behalf of the Faculty Honors and Awards Committee, Mahmoud Suleiman announced their recommendations as follows:

Faculty Leadership and Service Award: Dirk Baron, Geological Sciences

Faculty Scholarship and Creative Activity Award: Hussein Bidgoli, Management and Marketing

No nominations were received for the Millie Ablin Excellence in Teaching Award.

Senators Hartsell and Houtman moved to endorse the recommendations by acclamation. The recommendations were approved.

Chair Kegley stated that the EC is concerned that for the past two years we have not had a recipient for the Excellence in Teaching Award; this seems to convey to the campus community and the CSU that we have no outstanding teachers. She recommended that in the future department chairs should nominate for the awards. Additional concerns and recommendations include: 1) the nomination timeline during winter finals is difficult; 2) large attachments included with the announcement for nominations are often deleted; 3) transparency of the process and criteria; 4) faculty feel overwhelmed; 5) Faculty Affairs website is not up to date with deadlines; 6) involve the FHAC in stimulating nominations.

- **President Mitchell announced on the following:**
  - President Mitchell endorsed the Faculty Equity Program. Approximately \$330K of permanent funds has been allocated for implementation. Increases would be effective June 1, 2015. Information in regard to the process will be distributed in the coming week.
  - Appreciation was expressed to the Academic Senate for their engagement and time during the Provost Search process. He will be meeting with the Search Committee on April 20, 2015 for their recommendations.
  - During the last WASC reaffirmation of accreditation, there were some questions about what we are doing in terms of strategic planning and the assessment of student outcome. WASC requested an interim report updating those items by fall, 2015; the report is in process and essentially finished.
  - Our University Strategic Planning and Budget Advisory Committees were combined several years ago with the intent that we would increase the alignment between resource allocation and our

University strategy. The strategic plan along with as a series of benchmarks is available online. A report providing an update in regard to the objectives and initiatives is just about done; it will be shared soon and campus-wide discussion will follow.

- Following the meeting of the Strategic Planning and Budget Advisory Committee, a campus forum will be planned; topics of discussion will include the current budget issues and equity increases.
- A model for staff equity increases will be available soon; discussions will follow.

In response to Senator Tarjan's concern that faculty numbers at CSUB fall way behind other CSUs, President Mitchell stated that Academic Affairs has a five year plan for hiring new tenure track faculty. K. Knutzen added that there have been 40 new hires over the past two years; she will encourage deans to be transparent so that faculty has a better understanding.

In response to Senator Fielder's inquiry in regard to faculty salaries that have been covered by NSF grants, President Mitchell stated that he has informed that Chancellor that the system has been advantaged by the fact that we were able to start these programs with no State funding; he has requested a special allocation to CSUB in the amount of \$1.5 million for ongoing expenses.

In regard to Senator Moore's inquiry about the next phase for Q2S, K. Knutzen stated that there is a lot of work being done behind the scenes with PeopleSoft and the new catalog; Student Affairs will be coming out with a PR campaign next week to provide information to students. President Mitchell added that plans are also being made around advising; there will also be robust summer sessions for 2015 and 2016 for students who want to finish. In terms of Phase III and the advising, Senator Moore added that there is some tension; there are faculty who believe that the advising process in terms of curriculum and career belong with them and that our staff advisors are technically oriented.

President Mitchell reported that Board of Trustees gave final approval to the office complex which is scheduled to begin this summer; the first phase would be open in 2016. The potential development partner for hotel project has pulled back because they want to reassess the financial feasibility of the project in relation to new construction of several other hotels in the area. A request for qualifications will be re-issued in the next few weeks to see if other partners might be interested.

Chair Kegley reported that the replacement for Faculty Towers is in progress; completion is projected for fall, 2017. President Mitchell added that Legislature has required that the CSU have a different funding mechanism for capital projects. CSUB will put in \$1.5 million to help the project move forward; the project has moved from number 14 on the priority list to number 11. As a result, there will be funding for the project; authorization has been given to move forward with project design.

In regard to Senator Tarjan's inquiry in regard to advising and Q2S, President Mitchell stated that if students do what is agreed upon between them and their advisor to get to graduation, they will not be impacted by the Q2S conversion. Senator Paschal added that with the exception of BPA whose student center does most of their advising, academic plans will be sending individualized academic plans to faculty advisors for approval. K. Knutzen added that accuracy of the two year schedule is a key component. Senator Moore expressed concern in trying to bridge in the obligation gap; she stated that in the current advising process, she does not believe that staff advisors are held to the same moral conduct that students hold faculty. Senator Campagna-Pinto added that there seems to be a division between our pedagogical philosophy and our administrative philosophy. President Mitchell stated that there are now academic advisors and an advising coordinator assigned to each school; the expectation is working through the deans, and with faculty there will be alignment in terms of the expectations that deans, faculty and staff have of the advisors; it won't work well if everyone is not knowledgeable about the various components. Senator Paschal added that there currently is not good communication between faculty and staff advisors.

Senator Fielder stated that in regard to enrollment figures for spring, 2015, it appears that there is an increase of approximately 11% over target or roughly an increase of approximately 15% in student body year to year. In response to Senator Fiedler's inquiry about the plan for next year, President Mitchell stated that it is necessary that we get more resources.

4. **Approval of Agenda**

Chair Kegley reported there is one consent item on the agenda.

**Motion/Second/Approved:** Senators Hartsell and Fielder moved to approve the agenda. The agenda and consent item is approved.

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

a. **Consent Agenda**

- **Emeritus Status Announcement RES 141533 (FAC) (Second Reading)**

Consent Item Approved

b. **Old Business:**

- **Policy on Conversion of Pilot Programs into Permanent Status RES 141532 (AAC) (Second Reading)-**

**Motion/Second/Approved:** Senators Hartsell and Moore moved to table this issue pending revisions by the AAC. Motion is approved.

- **Office Hours RES 141535 (FAC) (Second Reading)-**Senator Hartsell introduced the resolution stating that the FAC met with a representative from the Distributive Learning Committee and acknowledges the document submitted by Senator Dodd on *Summary of CSU Campus Policies on Faculty Hours*. As indicated previously, the FAC is aware that a variation of office hours exists among campuses and that options vary on this campus on how many office hours ought to be required. The big issue appears to be online office hours. The FAC stands behind the resolution as presented; it clarifies the norm that best serves our students and serves our campus community. Senator Dodd stated that he doesn't believe that we have to add additional rigidity and regulations; it infringes on the faculty's ability to schedule their time appropriately.

**Motion/Second/Failed:** Senators Dodd and Tarjan moved to strike the language "and for at least one hour per day" in the first paragraph. Motion failed.

Senator Tarjan expressed concern that finals are often given before finals week begins. For clarification, Senator Hartsell stated that finals week is referred to as the calendar week in which finals are held.

**Motion/Second/Failed:** Senators Dodd and Jacobsen moved to strike the language "including finals week" in the first paragraph. Motion failed.

Senator Frye stated that we need a policy, but we don't need to be more prescriptive than any other CSU campus.

**Motion/Second/Failed:** Senators Frye and Boshini moved to strike the language "three days of each week" and replace it with "such office hours shall be scheduled at times and on days when affected students are normally in attendance".

Continued following Open Forum.

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

Senator Fielder expressed concern in regard to the enrollment policy that is resulting in a 15% annual growth; it impacts faculty strongly. He requested that the Senate address the question of what is the appropriate enrollment policy for this campus in light of impaction at the two CSUs closest to us and the Chancellor's office required graduation rate; they are conflicting issues. Senator Moore recommended that this issue be discussed with President Mitchell.

**Old Business Continued**

Discussion on Office Hours continued: Senator Boschini expressed concern that it has always been her philosophy that office hours are for students; not for meeting with colleagues.

**Motion/Second:** Senators Boschini and Frye moved to strike all reference to "colleague(s)" in the policy. Discussion in regard to the motion will continue at the Academic Senate meeting scheduled for April 30, 2015.

7. **Adjournment**

Meeting was adjourned at 11:30.