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

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

ABSENT: S. Campagna-Pinto, S. Raczkowski,

VISITORS: C. Kemnitz, V. Kohli, M. Suleiman, D. Schecter, C. Hu

1. **Call to Order**-Meeting called to order by Chair Kegley

2. **Approval of Minutes** – April 16, 2015
   Motion/Second/Approved: Senator Fielder to approve the minutes. The minutes from April 16, 2015 are approved.

3. **Announcements and Information**
   - In regard to the conversion of software, Senator Paschal announced that there will be a new look coming for students beginning May 4, 2015; it address the Individual Academic Plan (IAP). Questions about the page should be directed to advising coordinators. Senator Fiedler expressed concern in regard to the IAPs and the number of personnel hours that are involved. Senator Paschal acknowledged that it will take a lot of time; the strategy will be to work backward beginning with year four students. Graduate students will be handled by faculty.

4. **Approval of Agenda**
   Chair Kegley requested that the standing committee reports be moved to the bottom of the agenda to allow ample time for New Business. Senator Moore requested that the first four items under New Business be moved ahead of Old Business.

   Motion/Second/Approved: Senators Tarjan and Moore moved to approve the agenda. The agenda item is approved as amended.

5. **ASCSU Report**-Senator Frye reported that ASCSU resolution summaries were distributed to faculty in early April. Senator Murphy added that she recently attended the Academic Council on International Programs as liaison from the Statewide Senate; they are attempting to get faculty more involved with the programs. Chair Kegley added that this is an outstanding experience for our students.

6. **Provost's Report (K. Knutzen)**
   K. Knutzen, Interim VP Academic Affairs reported the following:
   - Candidates for Dean of BPA will be visiting campus on May 4-5, 2015; she encouraged everyone to participate in the interviews.

   - The Library Dean candidates will be on campus May 14, 21, and 22, 2015.

   - Information Technology Services will be moved over to Business Administrative Services.

   - Letters on the equity adjustments will be going out to 38% of the faculty. If you didn't receive one it means that your salary is above the 50th percentile for your rank/department based on CSU data. In regard to Senator Dodd's inquiry in regard to transparency of the process which would allow faculty to determine where they fall on the range and where the CSU data is posted, K. Knutzen stated that the data has been shared with school

deans. K. Knutzen added that the greatest adjustment occurred at the associate professor rank because they came in during a period when there were no salary increases. D. Schecter assured everyone that CFA representatives were involved with each stage along the way; in regard to transparency, the process was open from the initial meeting with the President all the way to the draft letters that are going out to faculty. He added that at $350K, the CSUB program is one of the most generous that any CSU President reported. At the recommendation of Senator Moore, Chair Kegley stated that she will urge President Mitchell to share the CSU data with faculty.

7. **Committee Reports and Requests**
   (Minutes from AAC, AS&SS, BPC and FAC are posted on the Academic Senate Webpage)
   a. **ASI Report (D. Stotler)-**In Senator Stotler's absence, alternate J. Sanchez reported on the following:
   - Elections are coming up. She requested that faculty encourage students to apply.

   - The University garden proposal will be submitted on May 7, 2015.

   - The California State Student Association (CSSA) will be selecting a student trustee for 2015-2016.

   - ASI will be receiving at least 15 recycling bins under the Coca Cola Keep America Beautiful Grant. In response to Senator Fiedler's inquiry about what will happen to the revenue and how the bins will be picked up and cleaned, J. Sanchez reported that sustainability has been considered. The responsibility will fall under ASI; perhaps some revenue can be used to create a student job for picking up the recycling.

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

   a. **Consent Agenda-**None

   b. **New Business**:
   - **Senate Constitution Changes RES 141536 (EC) (First Reading)-**Senator Tarjan introduced the resolution stating that it makes all members voting members. The intent is a move toward an academic rather than a faculty senate. This issue will be continued as a second reading.

   - **Academic Senate By-Laws Changes RES 141537 (EC) (First Reading)** - Senator Tarjan introduced the resolution stating that this is an attempt to get our By-laws in congruence with our practice. Comments and recommendations include; 1) proxy and alternate are not synonymous terms; 2) consider the language "proxies are not otherwise permitted"; 3) clarify that the EC will appoint an alternate from the represented unit. This issue will be continued as a second reading.

   - **Senate Constitution Changes: Election Task Force Recommendations RES 141538 (EC) (First Reading)-**On behalf of the Elections Task Force Committee Senator Boschini introduced the resolution stating that the change to the Elections Committee ensures well-informed representation from all schools. This issue will be continued as a second reading.

   - **Policies Related to Senate-Initiated and School-Initiated Elections RES 141539 (EC) (First Reading)-**On behalf of the Elections Task Force Committee Senator Boschini introduced the resolution stating that the language in the Handbook is vague; Sections 202.6 and 202.7 have been reworded significantly. The changes reflect the concerns that have been raised regarding university-wide and school wide-elections. Senator Kegley expressed appreciation to the Elections Task Force for their thorough work on this issue. This issue will be continued as a second reading.

   c. **Old Business**:
   - **Office Hours RES 141535 (FAC) (Second Reading Continued)-**Senator Kegley opened the floor for discussion. C. Hu expressed concern in regard to faculty and students who only attend online; she stated that advanced technology has allowed faculty in an online environment to interact with students anywhere at any time. Senator Moore stated that the attempt is to provide multiple opportunities for students. There is no requirement that a student has to come to campus; it is a responsibility for the faculty to be available. She added that department chairs can make exceptions to the policy. Senator Frye stated that faculty member productivity in teaching, research, and scholarship should be paramount; sometimes this policy could be individually restrictive.

     Called/Passed: Chair Kegley called the question. The resolution for Office Hours passed.

   New Business Continued:
   - **Policy on Conversion of Pilot Programs into Permanent Status RES 141532 (AAC) (First Reading)-**Senator McCown introduced the resolution stating that it will permit the Academic Senate to review pilot

programs after they have been approved by the UPRC. In response to Senator Jacobsen's inquiry about what happens if there is a negative recommendation, Senator McCown stated that it is up to the committee to decide how to proceed. For clarification, Senator Moore stated that all reports from the UPRC go to the Chair of the Academic Senate.

Motion/Second/Passed: Senators Tarjan and Fiedler moved to waive the first reading. Motion passed.

Senator Kegley opened the floor for discussion.

In regard to implementation, V. Kohli inquired about the expectation of the responsibilities of the Senate; do they only want to review the positive recommendations? Senator McCown stated that after the UPRC approves the program it should come through the Senate who would then decide how to proceed.

Continued following Open Forum.

9. **Open Forum Items (Time Certain 11:15 a.m.)**
   - Senator Moore expressed concern in regard to the recent data security training program stating that it is difficult to navigate. D. Schecter apologized and stated that this is a Chancellor Office initiative; unfortunately the training links are not clean and clear. HR is taking steps to inform the campus community of the training so that emails do not get deleted. He recommended that participants print the completion certificate for their records. Senator Paschal recommended adding a key word in the subject line that SPAM would not identify.

   - Senator Fiedler expressed concern that with semester increased enrollment there are a limited number of large classrooms. The only opportunity for remodeling will be during the 2015 winter break. He requested that Academic Programs provide an assessment of available classrooms. Chair Kegley recommended that this issue be discussed with President Mitchell.

     New Business Continued:

     Policy on Conversion of Pilot Programs into Permanent Status RES 141532 (AAC) (First Reading) –

     Motion/Second/Failed: Senators Jacobsen and Boschini moved to strike the term "positive". Motion failed.

     Called/Passed: Chair Kegley called the question. The resolution for Policy on Conversion of Pilot Programs into Permanent Status passed.

   - **Policy for Non-Credit Certificates, Courses, and Programs RES 141530 (AAC) (First Reading) –** Senator McCown introduced the resolution stating that this policy appears to have been established by the Chancellor's Executive Order in June 2014.

     Motion/Second/Passed: Senators Fiedler and Moore moved to waive the first reading. Motion passed.

     Called/Passed: Chair Kegley called the question. The resolution for Non-Credit Certificates, Courses, and Programs passed.

   - **Petroleum Engineering Certificate Program RES 141540 AAC/BPC) (First Reading)-**Senator Fiedler introduced the resolution stating that this is the third such certificate in the country; we have the resources and expertise to carry it out. He added that the community will benefit from it. This issue will be continued as a second reading.

10. **Adjournment**
    Meeting was adjourned at 11:30.