

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE AGENDA
Thursday, April 10, 2014
Health Center Conference Room
10:00 a.m. – 11:30 a.m.

1. **Call to Order**

2. **Approval of Minutes** – March 11, and March 13, 2014 (pages 2-6)

Editorial corrections should be sent or provided to Tawnya Walker. Comments regarding accuracy or content of the Minutes should be brought forward for discussion.

3. **Announcements and Information**

- Crystal Becks and Therese Dozier-New Housing (Time Certain 10:10 A.M.)

4. **Approval of Agenda**

5. **ASCSU Report**

6. **Provost's Report (S. Coley)**

8. **Committee Reports and Requests**

(Minutes from AAC, AS&SS, BPC and FAC are posted on the Academic Senate Webpage)

- a. Academic Affairs Committee (J. Talamantes)
- b. Academic Support & Student Services Committee (J. Tarjan)
- c. Budget & Planning Committee (A. Hegde)
- d. Faculty Affairs Committee (K. Hartlep)
- e. Executive Committee (R. Negrini)
- f. Staff Report (K. Ziegler)
- g. ASI Report (H. Nieblas)
- h. Rumor and Gossip Control

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

a. **Consent Agenda**

- Commendation for GEIC RES 1314053 (EC) (page 11)
- Conversion of BA in Natural Sciences RES 1314054 (AAC/BPC) (page 12)

The above Item(s) marked by asterisk (*), have been placed on the consent agenda. Any Senate member objecting to placement of an item on the consent agenda may remove it. The item will then be taken up in its regular order on the agenda.

b. **Old Business:**

- Performance Review of Faculty RES 1314045 (FAC) (First Reading Continued) (pages 13-20)
- Academic Calendar 2016-17 RES 1314051 (BPC) (Second Reading) (pages 21-22)

c. **New Business:**

- Student Final Exam Scheduling RES 1314052 (FAC) (First Reading) (pages 23)

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

11. **Adjournment**

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE AGENDA
ADDITIONAL MEETING
Tuesday, March 11, 2014
Health Center Conference Room
10:00 a.m. – 11:30 a.m.

MEMBERS: D. Boschini, S. Campagna-Pinto, S. Coley, D. Dodd, J. Emery, A. Gebauer, K. Hartlep, B. Hartsell, A. Hegde, J. Kegley, H. McCown, J. Millar, M. Moe, C. Murphy, R. Negrini, C. Petit, R. Provencio, M. Rush, P. Smith, J. Talamantes, J. Tarjan,

ABSENT: H. Nieblas, K. Ziegler

VISITORS: D. Schechter, T. Boone, K. O'Bannon, R. Schultz, L. Gubkin, E. Case, C. Kemnitz, V. Kohli,

1. **Call to Order-10:00 a.m.** - Meeting called to order by Chair Kegley

2. **Approval of Minutes** – February 27, 2014

Motion/Second/Approved: Motion by Senator Hartlep and seconded by Senator Hartsell to approve the minutes. The minutes from February 27, 2014 are approved.

3. **Announcements and Information**

Chair Kegley announced that as a desire to move Senate business forward as well as the belief that a great deal of opportunity has been given for discussion of the issue on general education, discussion and comments will be primarily for Senators.

4. **Approval of Agenda**

Motion/Second/Approved: Motion made by Senator Gebauer and seconded by Senator Moe to move New Business after the resolution on GEIC Recommendations and before Performance Review of Faculty. The agenda is approved as amended with 2 opposed and 1 abstention.

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

a. **Old Business:**

- **GEIC Recommendations: Governance and Transition Plan for the GE Program at CSU, Bakersfield RES 1314049 (EC) (Second Reading Continued)** –Chair Kegley opened the floor for discussion of the Governance document as amended on February 27, 2014.

Motion/Second/Passed: Motion made by Senator Moe and seconded by Senator Hartlep to amend the amendment of the Composition of the GE Curriculum Committee to eight voting members and the GE Faculty Director as non-voting. The motion passed with 1 opposed.

Motion/Second/Passed: Motion made by Senator Gebauer and seconded by Senator Moe to add point seven under the Responsibilities of the GE Faculty Director to read “work collaboratively with department and program chairs and faculty to schedule GE courses to meet students’ needs.” In response to inquiries by Senators Dodd, and Campagna-Pinto, Provost Coley stated that students needs in terms of scheduling will be determined in part with the GE needs of students as well as College Scheduler which allows students to identify

when they want to take classes; the information is passed on department chairs, deans, and the faculty director. Motion passed with 3 opposed.

Motion/Second/Failed: Motion made by Senator and seconded by Senator Hartsell to strike “implemented” in point two of the Responsibilities of the GE Faculty Director and replace it with “forwarded to the responsible administrator”. Motion defeated.

Motion/Second/Postponed: Motion made by Senator Rush and seconded by Senator Talamantes to strike point eight “course appeal” under the Responsibilities of the General Education Curriculum Committee.

Motion/Second/Failed: Motion made by Senator Rush and seconded by Senator Campagna-Pinto to amend the amendment on the floor; strike point eight and add “appeals of all decisions of GECCo will be directed to the Senate Executive Committee. Motion defeated with 10 opposed.

Motion Failed: Motion to strike point eight “course appeal” from the Responsibilities of the General Education Curriculum Committee defeated

Motion/Second/Passed: Motion made by Senator Gebauer and seconded by Senator Rush to add a non-voting ex-officio administrative representative of the Office of Academic Programs to the Composition of GECCo. Senator offered a friendly amendment to also add a student representative. Motion passed.

Motion/Second/Passed: Motion made by Senator Hegde and seconded by Senator Hartsell to strike “it must also be approved by a theme FIG and/or SRG leader, respectively” of point four under the Guidelines and Procedures for GE Certification of Courses and replace with “it must also be approved for that purpose.” Motion passed

Discussion continued following Open Forum.

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

- Senator Provencio announced that CSUB Singers Masters Choral will be performing the weekend of March 15, 2014.
- Senator Hegde announced that the Ag Career Fair will be held on March 13, 2014 in the Multipurpose room from 1:30-5:30 p.m.

b. Old Business (Continued):

- **GEIC Recommendations: Governance and Transition Plan for the GE Program at CSU, Bakersfield RES 1314049 (EC) (Second Reading)-**

Called/Passed: The Governance Plan for the General Education Program at CSU, Bakersfield as amended is approved with 3 opposed.

Chair Kegley reported that the EC will make editorial changes; specifically to remove reference to governing roles of FIG's and SRG's.

Chair Kegley opened the floor to discussion of the Transition Plan for the GE Program at CSU, Bakersfield.

Motion/Second/Passed: Motion made by Senator Gebauer and seconded to strike the first paragraph of the Transition Plan and replace it to read “GECCo shall be constituted as soon as possible. Nominations and elections for GECCo membership shall occur without delay. In the meantime, GEIC is charged with seeking consultation with current and potential GE

faculty and continuing to make preparations for implementation of the new GE requirements. Any proposals would come before GECCo for further refinement and ratification before taking effect". Motion passed.

Called/Passed/Reconsidered: The Transition Plan for the General Education Program at CSU, Bakersfield as amended is approved.

Motion/Second/Passed: Motion made by Senator Rush and seconded by Senator Hegde to reconsider the vote on the Transition Plan; there is concern regarding the numerous references to the GEIC within the document and with the way themes are coordinated. Motion passed.

Chair Kegley opened the floor for discussion.

Motion/Second/Passed: Motion made by Senator Hartsell and seconded by Senator Gebauer to extend time for ten minutes. Motion passed.

Motion/Second/Passed: Motion made by Senator Hartsell and seconded by Senator Tarjan to strike all but the first two paragraphs of the document. Motion approved.

Called/Passed: The resolution on The Transition Plan for the General Education Program at CSU, Bakersfield as amended is approved. Chair Kegley stated that calls for school representatives on GECCo will be issued today (March 11, 2014).

b. New Business:

- **General Education Themes RES 1314050 (EC) (First Reading)-** Comments were provided by the floor. First Reading will continue at the March 13, 2014 meeting of the Academic Senate.

7. Adjournment

The meeting adjourned at 11:40.

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE MINUTES
Thursday, March 13, 2014
Health Center Conference Room
10:00 a.m. – 11:30 a.m.

MEMBERS: D. Boschini, S. Campagna-Pinto, S. Coley (ALT), D. Dodd, J. Emery, A. Gebauer, K. Hartlep, B. Hartsell, A. Hegde, J. Kegley, H. McCown, J. Millar, M. Moe, R. Negrini, H. Nieblas (ALT), C. Petit, P. Smith, J. Talamantes, J. Tarjan, K. Ziegler

ABSENT: C. Murphy, R. Provencio, M. Rush,

VISITORS: D. Schecter, T. Boone, K. O'Bannon, E. Case, V. Kohli, M. Danforth

1. **Call to Order-10:00 a.m.** -Meeting called to order by Chair Kegley

2. **Approval of Minutes**

Minutes from March 11, 2014 were not available.

3. **Approval of Agenda-**

Senator Hedge moved to place Academic Calendar 2016-17 immediately following General Education Themes. Senator Moe moved to place all reports at the bottom of the agenda.

Motion/Second/Approved: Motion made by Senator Moe and seconded by Senator Gebauer to approve the agenda as amended. The revised agenda was approved.

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

a. **Old Business:**

- **General Education Themes RES 1314050 (EC) (First Reading Continued)**

Chair Kegley opened the floor for discussion.

Motion/Second/Passed: Motion made by Senator Tarjan and seconded by Senator Hegde to move to second reading. The motion passed with one abstention.

Motion/Second/Passed: Motion made by Senator Hegde and seconded by Senator Tarjan to add "economic" to the exploration under the heading Quality of Life. Motion passed with one abstention.

Motion/Failed: Motion made by Senator Dodd to change the heading "Quality of Life" to Well Being". Motion failed. In the Provost's absence, C. Kemnitz indicated that the titles of the general categories and descriptions can be changed at a later date by GECCo.

Motion/Second/Passed: Motion made by Senator Gebauer and seconded by Senator Hartsell to revise the first resolved to read "that the Academic Senate approve the following general initial themes for further refinement by GECCo prior to adoption by the campus for the new general education program beginning in fall semester 2016". Motion passed with 2 abstentions.

Motion/Second/Passed: Motion made by Senator Hartlep and seconded by Senator Hartsell to add "for example" to the beginning of the second sentence under each of the headings. Motion passed with 4 abstentions.

Motion/Second/Failed: For clarity, Senator Campagna-Pinto motion and seconded by Senator Negrini to change all of the headings; Quality of Life to “Self and World”, Revolutionary Ideas and Innovations to “Ideas and Innovations”, and Social and Environmental Justice to “Justice and Human Rights”. Motion failed.

Motion/Second/Passed: Motion made by Senator Gebauer and seconded by Senator Moe to amend the second resolved to read “that the GEIC/GECCo will be charged to issue a call to faculty interested in developing learning outcomes for these themes prior to final approval of the themes and acceptance of course proposals”. Motion passed.

C. Kemnitz asked for further clarification on changing the title of the themes. Senator Tarjan stated that the GECCo has been charged with managing and refining the themes. Senator McCown added that appeals can be made. Senator Negrini believes that the themes and their catalog descriptions should come back the Senate for final approval.

Called/Passed: Chair Kegley calls the question. The resolution on General Education Themes is approved with one abstention.

Motion/Second/Passed: Motion made by Senator Tarjan and seconded by Senator Hartsell to move to a 10 minutes Committee of the Whole to discuss and get a sense of the Senate in regard to course requirements for themes and foundational skills reinforcement.

Old Business continues following the resolution on Academic Calendar.

b. New Business:

- **Academic Calendar 2016-17 RES 1314051 (BPC) (First Reading)**

Senator Hegde introduced the resolution stating that the BPC believes that twelve weeks is required during the summer to facilitate academic learning. Also, a proper summer session should be a priority over any intersession. In response to Senator Hartsell’s inquiry about the assumption that an intersession is necessary, Senator Hedge stated that there is a need for remedial courses. Chair Kegley added that it also allows students to have the opportunity to participate in travel abroad programs. There was lengthy discussion on start and end dates. Comments and suggestions were provided to the BPC.

Old Business Continued :

- **Performance Review of Faculty RES 1314045 (FAC) (First Reading Continued)**

To allow for informative discussion on this issue, the first reading will continue at the Senate meeting scheduled for April 10, 2014 as the first item for discussion under Resolutions. Discussion to begin with Section 305.4.2.6.

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

The Ag Career Fair is today (March 13, 2014) from 1:30-5:30 p.m. in the Multipurpose room with many companies represented along with numerous vendors and displays.

V. Kohli expressed appreciation to the Senate for their hard work and a job well done on approving the GE packet and themes.

6. Adjournment

Motion/Second/Passed: Motion made by Senator Negrini and seconded by Senator Moe to adjourn. Motion approved. The meeting adjourned at 11:18.

ACADEMIC SENATE LOG 2013-2014

April 1, 2014

Academic Affairs Committee: (Jorge Talamantes, Chair-Meets in DDH B108 at 10:00 am) (9/19, 10/03, 10/17, 10/31, 11/14, 1/09, 1/23, 2/06, 2/20, 3/06, 4/03, 4/17, 5/01, 5/15, 5/29)

DATE:	ITEM:	STATUS:	ACTION:	APPROVED BY SENATE:	SENT TO PRESIDENT:	APPROVED BY PRESIDENT:
09/17/13	Policy on the Formation of New Departments (2013-2014 001)	APPROVED	On Senate Agenda 10/24/13 RES 1314039	10/24/2013	11/4/2013	11/14/2013
10/10/13	Name Change Department of Chemistry (2013-2014 002)	APPROVED	On Senate Agenda 10/24/13 RES 1314040	10/24/2013	11/4/2013	11/14/2013
10/15/13	Engineering and the 120/180 Unit Cap (2013-2014 003)	COMPLETED	On Senate Agenda 10/24/13 RES 1314041	10/24/2013	11/4/2013	N/A
11/04/13	Academic Plan Through 2023 (2013-2014 005)	APPROVED	On Senate Agenda 11/21/13 RES 1314044	11/21/2013	12/3/2013	12/19/2013
11/05/13	Moratorium M.A. Degree in Anthropology (2013-2014 006)	COMPLETED				
11/19/13	120 Cap for Engineering (2013-2014 007)	PASSED	On Senate Agenda 1/30/14 RES 1314046	1/30/2014	2/7/2014	
01/07/14	Catalog Revisions (2013-2014 009)					
02/05/14	Proposed Changes to Minor (2013-2014 0102)					
02/12/14	Recommendations of Ethnic Studies (2103-2014 0014)	WITHDRAWN				
02/18/14	Conversion of BA in Natural Sciences (2013-2014 0015)					
02/12/14	Recommendations on Community College BA Degree Pilot (2103-2014 0017)	COMPLETED				
02/19/14	Conversion of BA in Natural Sciences (2013-2014 0015)					

Faculty Affairs Committee: (Karen Hartlep, Chair-Meets in EDUC 123 at 10:00 am (9/19, 10/03, 10/17, 10/31, 11/14, 1/09, 1/23, 2/06, 2/20, 3/06, 4/03, 4/17, 5/01, 5/15, 5/29))

DATE:	ITEM:	STATUS:	ACTION:	APPROVED BY SENATE:	SENT TO PRESIDENT:	APPROVED BY PRESIDENT:
09/12/12	University RPT Criteria (2012-2013 0002)	FIRST READING CONTINUED	Supersedes RES 1213027. On Senate Agenda 4/01/14 RES 1314045			
04/03/13	Search Committee Composition (2012-2013 0028)	PASSED	On Senate Agenda 11/07/13 RES 1213024	11/21/2013	12/3/2013	
01/23/13	SOCI Waiver Procedures (2012-2013 0022)	APPROVED	On Senate Agenda 4/25/13 RES 1213023	4/25/2013	5/7/2013	10/1/2013
09/17/13	Policy on the Formation of New Departments (2013-2014 001)	APPROVED	On Senate Agenda 10/24/13 RES 1314039	10/24/2013	11/4/2013	11/14/2013
01/07/14	Responsibilities of Faculty (2013-2014 0010)					
01/21/14	Student Exam Scheduling (2013-2014 0011)		On Senate Agenda 4/10/14 RES 1314052 (Part 1)			
02/12/14	Recommendations on Eligibility of Lecturers for Emeritus Status (2013-2014 0013)	COMPLETE				
03/04/14	Role of Lecturers in Governance (2013-2014 0016)					

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

Commendation for GEIC
RES 1314053

EC

Resolved: That the Academic Senate, CSU, Bakersfield commends and expresses its deep appreciation to the members of the General Education Implementation Committee for its dedicated and excellent work in developing and proposing to the university community structure, governance, and transition documents for the new university General Education program to be launched in fall 2016.

Rationale: The General Education Committee members committed to an extensive time period of work, including during the break between fall and winter quarters, to complete their charge. They organized university-wide presentation and discussion sessions on the General Education proposals and also sought wide input from students. This allowed the campus community ample opportunity to provide guidance and to express their various views on this significant change to the university curriculum.

Cc: Members of the GEIC: Tanya Boone, Sandra Bozarth, Emerson Case, Liora Gubkin, Carl Kemnitz (Administration), Vandana Kohli, Charles Lam, Jeffrey Moffit, Kelly O'Bannon, John Tarjan (Chair), and Huaqing Wang.

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

Conversion of BA in Natural Sciences

RES 1314054

AAC/BPC

RESOLVED: that the Academic Senate recommend that the President approve the conversion of the current BA in Natural Sciences to a BS in Natural Sciences.

RATIONALE: Both the Academic Affairs and the Budget and Planning Committees have reviewed and approved the proposal to convert from a BA to a BS in Natural Sciences.

Distribution List: President, Provost, AVP Academic Programs

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

Performance Review of Faculty
RES 1314045

FAC

RESOLVED: that the Academic Senate recommend to the President that the University Handbook be amended to include the following changes to Performance Review of Faculty (deletions in strikethrough, additions in bold underline).

RATIONALE: The Faculty Affairs Committee has considered the need for improved clarity and increased consistency of RTP standards across the university while recognizing the variety of methods by which faculty members in different disciplines demonstrate scholarship and creative activity.

The Committee believes that no policy can address every possible contingency and that good policy therefore focuses on process and reflects trust in the goodwill of individuals.

We believe the proposed policy provides appropriate balance between the need for consistency and for variation within parameters. We believe it also provides appropriate balance between upholding high standards and supporting faculty members.

Toward those ends, the proposed changes introduce two primary elements to the RTP process: A faculty development plan, and a faculty mentor. The faculty development plan will increase communication and thus clarify expectations among stakeholders. We believe that existing policy provides adequate mechanisms for addressing issues that may arise despite the proposed policy revisions. For example, existing policy gives the University Review Committee responsibility for reviewing “the appropriateness of recommendations made at all prior levels of the review process regarding retention, the award of tenure, and/or promotion,” thus assuring faculty oversight of the process. Existing policy also provides mechanisms for appeals, and we believe that the proposed changes will reduce the need for such appeals.

Distribution List:

President
Provost & V.P. for Academic Affairs
School Deans
Department Chairs
General Faculty

305.4 Performance Review of Faculty

Performance review shall serve to promote professional development, currency in the field, and engagement with the academic community.

305.4.1 General Provisions

- a. Performance reviews are required of faculty for purposes of retention, the award of tenure, and promotion. All faculty, except faculty who are awarded credit towards tenure, will undergo performance reviews in years 1, 2, 3, 5 and 6 of their probationary period. Faculty who are awarded credit towards tenure are reviewed every year. At any level of the 3rd year review a request for a full review during the 4th year may be made, as part of that review. The probationary faculty member may ask for a full review during the 4th year.
- b. The P&VPAA annually establishes timelines for the performance reviews, after considering recommendations from relevant faculty committees. The timelines shall specify the dates by which the RTP file is to be ready for review and the dates by which each level of review is to have completed its work.
- c. There are three RTP cycles during each academic year:
 1. Fall RTP cycle—review of second-year probationary faculty;
 2. Winter RTP cycle—review of 3rd, 5th, and 6th year probationary faculty, 4th year faculty if requested according to the provisions of 305.4.1a or if required (faculty with credit toward tenure), and tenured faculty requesting consideration for promotion; and
 3. Spring RTP cycle—review of first-year probationary faculty and temporary faculty.
- d. Unit RTP criteria shall be used at each level of review for each faculty.
- e. All eligible tenured faculty are obligated to serve on peer review committees, if elected.
- f. Faculty shall not sit in review of their own cases, or that of a close relative or domestic partner.
- g. Faculty who are undergoing review in a given RTP cycle shall not serve on any review committee in that cycle
- h. All deliberations and recommendations pursuant to this section shall be confidential. Only the affected faculty, peer review committee members, appropriate administrators, and the President shall have access to the performance review documents.

305.4.2 Criteria for Performance Review of Faculty

305.4.2.1 Teaching Faculty

The principal areas in which teaching faculty performance shall be evaluated for the purposes of retention, the award of tenure, or promotion are **include the following:**

- a. Teaching success, which is the principal requirement for retention, tenure, and promotion;
- b. Scholarly/or creative activity of high quality that has received favorable peer review in the discipline and may include, but not be limited to, research and publication; and
- c. Professionally related services to the discipline, the University and the community.

~~In evaluating the faculty's performance in categories a, b, and c, particular consideration may be given to contributions to university wide initiatives and the accomplishment of university mission and goals.~~

305.4.2.2 Librarians

The principal areas in which librarians shall be evaluated for the purposes of retention, the award of tenure, or promotion are **include the following**:

- a. Performance, which is the principal requirement for retention, tenure, and promotion;
- b. Scholarly/or creative activity of high quality that has received favorable peer review, and;
- c. Professionally related services to the discipline, the University and the community.

~~In evaluating the librarian's performance in categories a, b, and c, particular consideration may be given to contributions to university wide initiatives and the accomplishment of university mission and goals.~~

305.4.2.3 Counselors

The principal areas in which counselors shall be evaluated for the purposes of retention, the award of tenure, or promotion are:

- a. Performance, which is the principal requirement for retention, tenure, and promotion;
- b. Scholarly/or creative activity of high quality that has received favorable peer review, and;
- c. Professionally related services to the discipline, the University and the community.

~~In evaluating the counselor's performance in categories a, b, and c, particular consideration may be given to contributions to university wide initiatives and the accomplishment of university mission and goals.~~

305.4.2.4 Unit RTP Criteria

Units may have different perspectives, priorities, or procedures in evaluating the performance or estimating the promise of their members. Without altering the scope of the three areas in 305.4.2.1, and 305.4.2.2, **and 305.4.2.3** above, units shall interpret and elaborate the three areas

in order to assess the level and quality of a unit member's performance. The unit RTP criteria shall be used at all levels of review for a given faculty.

Faculty under consideration for retention, tenure, and promotion shall have the option of a performance review under either the unit RTP criteria operative at the time of their hiring or under any subsequent revision of the unit RTP criteria during the probationary period.

305.4.2.5 Revision of Unit RTP Criteria

Unit RTP criteria shall be formally reviewed at least once every five (5) years. Any faculty may propose changes in unit RTP criteria at any time. After approval by a majority vote of all tenured and probationary faculty, changes in the unit RTP criteria shall be forwarded to the school dean and the P&VPAA. Revised RTP criteria cannot apply to an RTP cycle already underway.

Given the critical importance of the RTP process, the P&VPAA, school deans, and units are encouraged to make every attempt to resolve amicably any differences of opinion concerning the proposed criteria. In the event that the differences cannot be resolved, the P&VPAA shall request the University Review Committee to arbitrate and to determine a resolution.

305.4.2.6 The Faculty Development Plan

At the beginning of each review cycle, the faculty member shall, in consultation with the faculty mentor, department chair, and dean, prepare a Faculty Development Plan outlining goals for teaching, scholarly or creative activity, and professional service. The Faculty Development Plan should address coherence and prioritization among its elements.

Disputes about the Faculty Development Plan should be resolved in consultation between the department and the dean. Disputes that are not resolved at that level shall be resolved by the University Review Committee, whose determination shall be final.

Faculty members shall review and update, as appropriate, the plan, in consultation with the mentor, department chair, and dean, following each performance review.

The Faculty Development Plan shall document the resources and services that the department and university will provide to support the plan.

305.4.2.7 The Faculty Mentor

The Associate Vice-president for Faculty Affairs, in consultation with the department chair and the faculty member, shall assign an individual from another school within CSUB to serve as faculty mentor until the new faculty member obtains tenure. The faculty mentor shall help orient the new faculty member to campus procedures and shall assist the new faculty member in the development and implementation of the Faculty Development Plan.

305.4.2.68 Evaluation of Teaching Effectiveness

Although this handbook currently identifies the Student Opinion on Curriculum and Instruction (SOCI) as the primary instrument used to collect student evaluations of teaching, this tool is not intended to be the only tool **to evaluate teaching, and the SOCI shall not be weighted more than 50% in the evaluation of teaching.** The evaluation of teaching **effectiveness** shall involve multiple measures of a faculty **member**'s performance. In addition to the systematic review of the SOCI, course syllabi, and course materials (exams, handouts, etc.), reviewers are expected to consider other appropriate measures of teaching performance submitted by the faculty member, such as:

- a. Introspective self-assessments for formative assessment of teaching and learning in courses during the terms of the review cycle.
- b. Faculty-developed instruments for formative assessment of teaching and learning in courses during the terms of the review cycle.
- c. Peer assessments based upon a mutually-agreed schedule of classroom visits during the review cycle.
- d. Formal assessments performed by the Faculty Teaching & Learning Center at the request of the faculty member during the review cycle.
- e. Self-reflection of grades awarded for courses taught during the review cycle.

305.2.4.8.1 Classroom Observation

Evaluation of teaching of probationary and temporary faculty members shall include at least one observation of teaching during each academic year.

Each department shall develop procedures for the observation.

The faculty member shall include the observation report in the RTP file.

305.4.2.9 Evaluation of Scholarly or Creative Activity

Candidates for tenure or promotion shall demonstrate substantive contributions to knowledge in the discipline. Candidates for tenure shall demonstrate these contributions via works that have received favorable peer review from individuals outside of CSUB. Tenured faculty members may demonstrate these contributions through alternative means described in the Faculty Development Plan.

In all instances, quality of work shall be considered the primary criterion for evaluating scholarly or creative activity.

305.4.2.10 Evaluation of Professional Service

Faculty members shall prioritize their activities so service does not interfere significantly with teaching or scholarly or creative activity. Faculty members shall document active service to the department that includes, at a minimum, collaborative participation in department decision making. Associate Professors and Professors shall also document significant service to one or more of the following: the school, the university, the university system, or a professional association.

Service learning, if included, shall be addressed in the faculty development plan, which shall determine whether service learning is evaluated as teaching or as service.

305.4.2.11 The File

Each faculty member subject to performance review shall prepare a file containing a representative sample of materials from the period under review. The file should be prepared with attention to the demands on reviewers. The file, excluding SOCIs, should be no larger than can be held in one three-inch binder. If electronic files are approved, the documents in the electronic file should be capable of being held in one three-inch binder if they were printed. SOCIs shall be submitted in a separate file.

305.4.3 Levels in the Performance Review Process

Performance review for retention, tenure, and promotion proceeds through the following levels.

a. Unit RTP Committee (for additional details, see 305.6)

1. The department/program chair of the unit may submit a separate evaluation and recommendation, which occurs after the unit RTP committee completes its review. Unit chairs choosing to submit a separate evaluation and recommendation shall not participate in the deliberations of the unit RTP committee.

2. For librarians, there is no unit chair.

3. For counselors, the unit chair is the Director of the Counseling Center.

b. School Dean (for additional details, see 305.7)

1. For librarians, the school dean is the Dean of University Libraries

2. For counselors, the school dean is the Vice President for Student Affairs (VPSA)

c. University Review Committee (for additional details, see 305.8)

d. P&VPAA (for additional details, see 305.9)

e. President (for additional details, see 305.10)

305.4.4 Student Role in the Performance Review Process

Student evaluation of teaching by faculty is a required component of the performance review process. The Student Opinion on Curriculum and Instruction (SOCi) shall be the primary instrument used to collect student evaluations of teaching. The faculty shall place the results of all SOCiS in the Working Personnel Action File (WPAF) or RTP File for use by all levels of review. With the concurrence of the unit and the appropriate administrator, students may also be allowed to consult with the unit RTP committee during its deliberations.

a. The SOCi shall be anonymous and identified only by course and/or section. The format of the SOCi provides both quantitative information (ratings of course and instructor attributes) and qualitative information (comments about the course and instructor). Anonymous student communications or evaluations outside of the SOCi process shall not be included in the RTP File.

~~b. Probationary faculty must administer the SOCi in accordance with established departmental policy and for a minimum of two classes for each year taught during the probationary period and place those SOCiS in the WPAF (RTP File).~~ **Faculty members shall administer SOCiS in accordance with the Collective Bargaining Agreement.**

~~c. Tenured faculty must administer the SOCi in a minimum of two (2) classes each year. These classes shall be representative of the tenured faculty's teaching assignment and shall be jointly determined in consultation between the tenured faculty and his/her department/program chair. In the event of disagreement, each party shall select 50% of the courses to be evaluated. During the performance review for promotion, the tenured faculty shall place in the RTP File SOCiS for a minimum of two (2) classes for each of the years since the award of tenure and/or promotion.~~

305.4.5 External Reviewers in the Performance Review Process

Any party in the performance review process may initiate a request for the external review of materials submitted by faculty, especially materials for scholarly/creative activities that have not been peer reviewed. Such a request shall (1) justify the special circumstances necessitating an external reviewer, and (2) describe the nature of the materials to be evaluated by the external reviewer. The request for external review may be submitted at any time during a given RTP cycle and must be approved by the P&VPAA with the concurrence of the faculty.

305.4.6 Personnel Evaluations and Recommendations

Decisions relating to retention, tenure, promotion, or termination shall be based on the PAF, and decisions related to retention, tenure, and promotion shall include review of relevant material in the WPAF. The unit RTP criteria shall be the basis of all evaluations and recommendations at all levels of review. Reviewers at all levels may also include in their evaluations and recommendations comments on programmatic considerations that may affect the case of the faculty member being evaluated. Should the President make a personnel decision on any basis not directly related to the professional qualifications, work performance, or personal attributes of the individual faculty member in question, those reasons shall be entered into the PAF as a written document, which shall be immediately provided to the faculty member.

305.4.7 Copies of Evaluations and Recommendations to Faculty

At all levels of review, before evaluations and recommendations are forwarded to a subsequent review level, faculty shall be given a copy of the evaluation and recommendation from that level. Copies shall also be provided to all previous levels of review.

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

Academic Calendar 2016 - 17

RES 1314051

BPC

RESOLVED: that the Academic Senate recommend that the President approve the 2016-17 Academic Calendar to contain the following:

	Start	End
Faculty Due on Campus		August 15, 2016
Fall Semester Classes	August 19, 2016	December 2, 2016
Fall Reading Days	December 5, 2016	December 6, 2016
Fall Examination Period	December 7, 2016	December 13, 2016
Fall Grades Due		December 20, 2016
Winter Intersession	January 3, 2017	January 13, 2017
Faculty Due on Campus		January 17, 2017
Spring Semester Classes	January 17, 2017	May 5, 2017
Spring Reading Days	May 8, 2017	May 9, 2017
Spring Examination Period	May 10, 2017	May 15, 2017
Spring Commencement	May 19, 2017	May 20, 2017
Spring Grades Due		May 22, 2017
Summer Session I (12 weeks)	May 23, 2017	August 11, 2017
Summer I Examination	August 14, 2017	August 15, 2017
Summer II (6 weeks)	May 22, 2017	June 29, 2017
Summer III (6 weeks)	July 5 , 2017	August 11, 2017
Fall Semester Classes	August 21, 2017	December 4, 2017

BE IT FURTHER

RESOLVED: that the Spring Break period, to be observed during the Spring semester, be aligned with the High School district Spring Break.

RATIONALE: The Budget and Planning Committees has considered the Academic Calendar and believes that a minimum of twelve weeks (12) is required during the summer to facilitate academic learning, and that a proper summer session should be a priority over any intersession. The committee also feels that a ‘straddled’ intersession (i.e. one week during December

and two weeks during January) would not be conducive to learning. Hence, the committee proposes a two-week intersession during January. Historically, remedial types of courses of courses have been offered during the intersession. The committee feels that this practice can continue with the proposed two-week intersession.

The Kern High School district's Spring Break schedule for 2017 is not yet available. Once it is available, the university will designate the same week as its Spring Break week.

Distribution List: President, Provost, AVP Academic Programs, VP Business and Administrative Services

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

Student Final Exam Scheduling
RES 1314052

FAC

RESOLVED: that the Academic Senate recommend to the President that the University policy, as it currently appears on the Final Exam Schedule, be amended to include the following change (deletions in strikethrough, additions in bold underline).

CSUB policy provides that no student shall be required to take more than two final examinations on the same academic day. If a student has more than 2 exams on the same day, ~~the student should contact the course instructors and request some special arrangement.~~ **the exam in the lowest-enrolled course shall be rescheduled for that student.**

RATIONALE: Though the campus has long had a “no more than two” policy, its current wording leaves open the question of which exam is to be changed. Absent specifics, it is up to the students to beg their, often reluctant, professors for accommodation. The Faculty Affairs Committee has considered the need for improved clarity and specificity in meeting student needs.

RATIONALE: The larger the course enrollment, the greater the number of students must be accommodated. Accordingly, lower enrolled courses should be able to handle fewer such requests more expeditiously.

Distribution List:

President
Provost & V.P. for Academic Affairs
School Deans
Department Chairs
General Faculty