ACADEMIC SENATE EXECUTIVE COMMITTEE
Agenda
Tuesday, February 1, 2022
10:00 a.m. – 11:25 a.m.
Video Conference

1. <u>CALL TO ORDER</u>

2. <u>ANNOUNCEMENTS, INFORMATION AND WELLNESS CHECK</u>
   President Zelezny Time Certain 11:00 – 11:30

3. <u>APPROVAL OF AGENDA</u> (Time Certain 10:05)

4. <u>APPROVAL OF MINUTES</u>
   December 7, 2021 Minutes
   January 25, 2022 Minutes

5. <u>CONTINUED ITEMS</u>
   a. AS Log (handout)
      i. AAC (J. Tarjan)
      ii. AS&SS (E. Correa)
      iii. FAC (M. Rees)
      iv. BPC (C. Lam)
   b. Provost Update (V. Harper)
   c. Searches (V. Harper)
      i. AVP GRaSP
      ii. AVP IRPA
      iii. Dean BPA
      iv. Dean NSME
      v. Dean Antelope Valley
      vi. Dean Library
      vii. Associate Dean Undergraduate and Graduate Studies (handout)
   d. Financial and strategic planning transparency and faculty participation
   e. AB 928
   f. AAC Referrals: Copy Catalog and Special Concerns – J. Tarjan

6. <u>NEW DISCUSSION ITEMS</u> (Time Certain 10:45)
   a. General Faculty Meeting, Spring
   b. Assigned Time 20.37
   c. AP Assessment Quality Feedback (handout)
   d. Elections and Appointments – M. Danforth
       i. AS&SS alternate and FAC alternate
       ii. Fourth attempt to fill position turns to EC appointment – Handbook Change
       iii. Evaluation of Academic Administrators – Handbook 311.1
       iv. School Elections Committee – Handbook Change 202.7
       v. Order of Business – Bylaws change (Section III. A.)
       vi. Standing Committee Bylaws change – (Section IV)
           1. Chair Election Statement of Interest (J. Tarjan's suggestion)
           2. Two-years on Senate requirement
           3. Structure of BPC
           4. Strike "at least" (J. Tarjan's suggestion)
       vii. Committee proliferation
   e. Summer Compensation
   f. Exam Modality for Flex Classes
   g. Policies: Reimbursement Rate, and Professional Development Funding (handout)
   h. Reconsider Time Blocks
   i. Investment Divestiture
   j. Academic Integrity
       i. Academic Integrity Pledge
   k. Strategic Plan Group data gathering instrument(s)
   l. Philosophy on Teaching Modalities
   m. Academic Freedom revisited – FAC
   n. Distinguished Professor Award – (handout) FAC
   o. Faculty Poll regarding online instruction (Hold pending further information)
   p. Alma Mater (Hold pending further investigation)
   q. Assigned Time application revision and timing (Hold pending further information) – FAC

7. **AGENDA ITEMS FOR SENATE MEETING February 3, 2021 (Time Certain 11:00 a.m.)**

Approval of Minutes

Announcements

- President's Report – L. Zelezny (Time Certain 10:10)
- Elections and Appointments – M. Danforth

Approval of Agenda (Time Certain 10:05)

Reports

Resolutions (Time Certain 10:35)

Consent Agenda

RES 212215 Addendum Academic Calendar 2022-2023

New Business

RES 212212 High Impact Practice Designation and Tracking

RES 212213 Unit Cap During Summer Term

RES 212214 Approval of Revised Sociology Concentration in Racial and
Ethnic Dynamics

Old Business

Open Forum (Time Certain 11:15)

8. COMMENTS FROM THE FLOOR

9. ADJOURNMENT (Time Certain 11:25 am)

ACADEMIC SENATE EXECUTIVE COMMITTEE
Minutes
Tuesday, December 7, 2021
10:00 a.m. – 11:42 a.m.
Video Conference

Members: **A. Hegde (Chair), M. Danforth (Vice-Chair), J. Millar, M. Martinez, E. Correa, C. Lam, M. Rees, J. Tarjan, V. Harper**

1. CALL TO ORDER
   A. Hegde called the meeting to order.

2. ANNOUNCEMENTS, INFORMATION AND WELLNESS CHECK
   Two-Factor Authentication (2FA) – email and Canvas are subject to two-factor authentication. F. Gorham requests that faculty implement it by February 7, 2022. (A. Hegde) It's really an Office 365 authentication, thus the Microsoft system authentication. If one is syncing their CSUB One Drive to File Explorer on Windows will the code have to be entered every twelve hours to keep their files synchronize? She prefers One Drive because there's never been any loss of meta data. We should find out how it will affect people doing One Drive synchronization and how the new policy effects Box. (M. Danforth) There will be two ways to authenticate: 1) the single sign-on (SSO) used for Box, MyCSUB, etc. which has the two-factor authentication embedded in it. One enters their net ID and password and then it brings them into the 2FA page (with CSUB logo). 2) Microsoft sign-in (with Rowdy picture) to turn on Office 365, Canvas, and anything else that takes one to the Microsoft sign-in page. Upon implementation, one enters their email and password and then it will take them to the 2FA. (M. Danforth) A. Hegde will check with F. Gorham on M. Danforth's concerns and request that some statistics on effectiveness be made available to help with adoption of 2FA. (A. Hegde)

   Library Proposal to take over FYS – Waiting for reply from GECCo before EC sends memo. (A. Hegde)

3. APPROVAL OF AGENDA
   E. Correa moved to approve the agenda. C. Lam seconded. Approved.

4. APPROVAL OF MINUTES
   E. Correa moved to approve the November 30, 2021 Minutes. C. Lam seconded. Approved.

5. <u>CONTINUED ITEMS</u>
   a. AS Log (handout)
      i. AAC (J. Tarjan)

         The committee is finalizing resolutions on the following:

         Referral # 5 Summer Term Unit Limits

         Referral #24 BA Sociology Concentration Revision – Racial and Ethnic Dynamics

         Referral # 9 Proposal to Employ High Impact Practice (HIP) Tracking. The resolution will be from AAC only.

         Referral # 7 GECCo Structure and Reporting

         Referral #25 General Studies (GST) Department Formation - AAC received a report from the Department Formation Task Force (see Agenda handout) which they will take up. J. Tarjan will invite A. Gebauer to AAC to discuss

      ii. AS&SS (E. Correa)

         Referral # 9 Proposal to Employ High Impact Practice (HIP) Tracking. The work is on a stand-still as members are not in agreement after meeting with AAC. We can decide whether to send resolution from AAC and not AS&SS. There's no deadline. (A. Hegde) AAC's will come with recommendations and caveats. (J. Tarjan)

         Referral # 10 Faculty Advising Structure - AS&SS has met with the Faculty Council and various Staff Advisors from different schools. There appears to be miscommunications and misunderstandings around reports that have been provided in terms of not finding accurate responses to what has been offered. Maybe by next semester some agreement or recommendation can be made. E. Correa doesn't see a resolution coming forward. (E. Correa)

         Referral # 26 Testing Center – It hasn't even been touched. Some want just one room, and some want a proper infrastructure in place.

      iii. FAC (M. Rees) FAC has so many referrals and many have long discussions attached to them.

         Referral # 3 Electronic RTP as Application Standard – FAC went through the survey responses. There wasn't a lot of interest in alternate company while faculty is still learning Box. It could be general electronic in the future, and not company specific. (M. Rees) The first RTP files are due the first week in August. It would be helpful to have something by the end of Spring. A. Hegde has heard from faculty that when they do a rebuttal, it's not being read by the next level. The most common complaint is that the deans are not reading the rebuttal letters. It would be helpful if there was some acknowledgement that they had. There's no language in the Handbook as such. Perhaps the contract says they must do it. Also, some acknowledgement from the URC that the rebuttal letters

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have been read. A. Hegde will reach out to whoever is chairing the URC and recommend that they look at the rebuttal letters. (A. Hegde) They could be put in the file and emailed. (M. Rees) A faculty member emailed the Provost's Office and sent a copy to the dean, but there is no way of knowing whether the files have been put in Box. In one instance, the dean replied that he wasn't in Box. There are some issues with Box. A. Hegde will talk to D. Boschini to make sure the letters are in the right place. (A. Hegde) People in BPA weren't getting the copies, even though they were copied on the document(s). Something broke down. Who is responsible for making sure copies are getting sent to people, whether paper or electronic? (J. Tarjan) It has to do with access permissions. Once one does their level of review, they no longer have access to it. (A. Hegde) The file metadata doesn't properly sync to Box. In the CEECS department, the unit committee uploaded the unit's review letters and the deans couldn't see it through the Windows Explorer. When they logged into the web browser, they were then able to see them. It's another area where Box could be a stopgap measure but maybe not a good permanent solution. (M. Danforth) It's not clear to people that they need to go through the web browser to access the files. We either go to software designed for RTP or go back to hard copies. No one is happy with Box. (J. Tarjan) E. Correa reinforced the need for assurance that the deans are reading the files and when there are mistakes, that they make the adjustments. She's seen several faculty members have issues with factual pieces, like publication numbers, being incorrect. When notified, nothing was done so the error kept repeating and went all the way up to the university-wide committee. There needs to be careful attention to reading and asking a few questions. If Box is giving us trouble, maybe there should just be an electronic copy that was used before. Also, have a "copy" function to make sure that everybody has a copy of whatever rebuttal letter and whatever is being posted. (E. Correa) Thank you for the discussion items. If we can't come to resolution whether to go completely electronic, we may have to go back to paper while working it out. Please direct any other RTP and/or Box issues to M. Rees. (A. Hegde)

Workshop for Lecturer RTP – M. Rees and D. Boschini are conducting it.

iv. BPC (C. Lam)

Referral #16 Institutional Research in Response to WSCUC Report – BPC decided not to take action. BPC had a very good meeting with M. Malhotra. She demonstrated products and the committee is looking forward to the improvement. (C. Lam) Draft a memo to the EC with BPC's feedback or why BPC is not acting on it. (A. Hegde)

The Senate has been through a lot of things. As we reflect, either 1) we've been addressing things that haven't been addressed or 2) exercising shared governance effectively. Hopefully, when we get to the part about additional compensation for faculty, the administration will do right by us. (A. Hegde)

b. Provost Update (V. Harper)

Retention, Tenure, Promotion (RTP) - He heard the conversation, above. It's an important process. Box is used as a stopgap. FAC will have to be involved for another software solution. The product would be a joint-shared decision. As for paper RTP, the question is how comfortable people will be coming to campus and guidelines from regulators. V. Harper will talk to the deans about reading the rebuttal letters. The Provost reads all rebuttal letters.

Associate Dean Library – The Provost and the President discussed the change in the current staff position to Associate Dean Library. Provost wants the Senate's support. We will not fill the position until there is a permanent Dean Library. The search for a permanent Dean Library begins in Spring '22. The role classification and salary relative to the existing line has only deminimis impact.

RES 212207 Formation of Ethnic Studies (ETHS) Department – Upon the President's signature, the Provost will get it started immediately. He has thought it through thoroughly. It will move from Academic Programs to SS&E. INST will continue to exist. The department has to be in its place for the Dean to process the allocation of the faculty line and to make the catalog. J. Rodriguez will make the selection of department chair with faculty consultation. Effectively, the department exists as soon as it's signed. This will eliminate any uncertainty. (V. Harper) The Senate Chair requests that FAC's suggestions are reviewed. Caution the Dean about selecting the Chair. Consult the Handbook. The Senate's role is done. It's up to the Provost. However they proceed, if there is a need, we can address it at that time. (A. Hegde)

Thank you to the Executive Committee for a remarkable semester. The Provost is looking forward to what appears to be an outstanding budget for next year. He aims to match the number of new lines made six years ago. There is plenty of need for faculty and staff. Look for more information in January as we start the budgetary process. (V. Harper)

i. Workload Reduction Strategies – The document addressed three items: stipend, WTUs, and class size. The Provost intends to begin funding in Spring. Class size is particularly important, and he plans to move those forward quite aggressively.

ii. Spring 22 Modality Shifting Guidance – No change to the policy in place. Thanks to faculty for their work on the schedule. If something occurs due to pandemic, the faculty in consultation with the Deans can initiate a change with adequate

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communication to the students. The Provost asked that faculty check their email upon returning for Spring for any potential change due to the pandemic.

Q&A and Comments:

Faculty lines for this year – Q: Has decision been made? (E. Correa) A: There are three allocated lines: one will go to Ethnic Studies, and the remaining two are unallocated. The Provost meets this week with the deans regarding those two lines. (V. Harper)

Campus course materials fees – Comments: The Cabinet decided in 2020 that there wouldn't be fees during the pandemic but the Student Affairs (SA) webpage posts the campus fees form with dates. The process of getting the Dean and Provost support of fees gets picked up in February. (J. Millar) CEE/CS used a software program that we received an Amazon Web Service (AWS) grant for. We have to pay to continue it, but we never got the course material fee approved to continue using AWS. If the Cabinet put aside course fees, it was not communicated to the departments. The CEE/CS department put in a request in February 2020 for the approval of a new course material fee. Attempts by the dean's office staff and department ASC to follow-up did not result in a response. The communication needs to be worked on.   SA is affecting students through curriculum. The AWS grant came out of the Chancellor's Office. It was used to redo the curriculum for this course with the expectation that once the grant expired, it would be moved over to course material fees to continue to pay for AWS. We couldn't get the course material fees to continue to pay for AWS and the faculty had to revert the curriculum to the old curriculum during the pandemic. SA needs to communicate the status of the pending requests, the process on how to submit, whether there will be a continuance of course materials fees that were submitted in January and February, and how long it will be in effect. The communication fell through on anyone who submitted a request in January 2020 and February 2020 for Fall 2020. They did not get a response. The Course Fee Committee seems to be where there was a breakdown. (M. Danforth) Those concerns will be communicated to her VP. (J. Millar)

c. Searches (V. Harper)
   i. AVP GRaSP – No update
   ii. AVP IRPA – Applications are being received.
   iii. Dean BPA – No update.
   iv. Dean NSME - Campus interviews are in Spring. Thank you to M. Danforth for moving the search along briskly and efficiently.
   v. Dean Antelope Valley – V. Harper meets with the Search Committee this week.
   vi. Dean Library - The search for a permanent Dean Library begins in Spring '22.
   vii. Associate Dean Undergraduate and Graduate Studies – Applications will be looked at in Spring, per D. Jackson.
d. Financial and strategic planning transparency and faculty participation (See 5.b.i.)
e. AB 928 (deferred)

f. AAC Referrals: Copy Catalog and Special Concerns – J. Tarjan (deferred)

6. <u>NEW DISCUSSION ITEMS</u> (Time Certain 10:45)

a. General Faculty Meeting, Spring – Discussion ensued. The EC determined that the best time is the second week of the semester, Friday, February 4, 2021, 12:00-2:00 p.m. A "Save the Date" notification with Outlook calendar download containing the Zoom link to be emailed.

b. Spring 2022 Final Exams Schedule – It's systematic when one has a class, the exam is scheduled close to that class timeblock. For example, a 7:00 a.m. class it goes to the 8:00 exam time block. However, we have commencement on Friday, which is up against final exams. It's not fair to students to have to choose whether to go to classes on Friday or Commencement. Currently it affects the 7:00 a.m. and 11:00 a.m. time blocks. (See handout in the agenda.) This needs to be addressed by the Calendar Committee. (M. Rees) There may still be a policy that students have the right to request an alternate exam time if they have two or more exams on the same day. (J. Tarjan) The conflict with the exam schedule and commencement was discussed by the Calendar Committee. In the 2022-2023 calendar, there is the same situation. However, the Associate Director Commencement, D. Ebeling, guaranteed that exams only happen during the daytime and Commencement happens in the evening. She can answer whether that same arrangement is true for Spring '22. (C. Lam) Spring commencement is in the morning (A. Hegde) Even if we change the Friday exams to the evening, the students won't want to return for the exam after the morning commencement ceremony. It's always been an issue of having commencement on the final exam day. We run out of final exam blocks. That needs wider discussion on how to resolve the conflict. (M. Danforth) We need to have a policy and make it known that if a student has an exam on commencement day, they can request from their faculty to take it a different day. In the future we need the Calendar Committee to address the exam schedule while they are doing the Academic Calendar. (A. Hegde) Discussion ensued. We could either hold-off until the schedule is perfect or we can send the schedule out now and then give that exception, and then in Spring have a policy for faculty to work with students to have an alternate day for same day multiple final exams. We can't solve all issues with this calendar. (A. Hegde) Get the Calendar Committee and Commencement Committee together. Perhaps it means getting support from the President and the Cabinet to pay staff to be at commencement on the weekend. (M. Danforth) Send a referral to BPC to come up with an interim policy for Spring that says if a graduating student has a final exam Thursday night, or Friday, work with their instructor for an alternate time. There may be a faculty member who wants to attend

Commencement and they have to give an exam. (A. Hegde) Perhaps a letter from the Chair of the Faculty alerting faculty that the Senate is considering the policy. There may be a request from graduating students to find an alternate exam day. (J. Tarjan) That's a good idea. It could be added to their syllabi. (A. Hegde)

c. New Department Formation – The EC received the recommendations from the Task Force.

d. Elections and Appointments – M. Danforth
   i. Statement of Interest in various committees
      Diversity Equity and Inclusion (DEI) – A. Argueta appointed
      Student Recreation Center Advisory Committee – Jahyun Kim appointed
   ii. Human Subject Institutional Board (HIRB) recommendations for appointment and reappointments – The EC recommended to the Provost to approve membership of R. Cheshire, C. Commuri, G. Herndon, B. Sanchez.
   iii. AS&SS Librarian – The EC discussed the committee member's recommendation and appointed M. McCoy to AS&SS for Spring 2022.
   iv. ATI Working Group (deferred)
      1. Appointments and expectations of service
      2. Sub-committee – Instructional Materials
   v. Fourth attempt to fill position turns to EC appointment – Handbook Change (deferred)
   vi. School Elections Committee – Handbook Change 202.7 (deferred)
   vii. Order of Business – Bylaws change (Section III. A.) (deferred)
   viii. Standing Committee Bylaws change – (Section IV) (deferred)
      1. Chair Election Statement of Interest (J. Tarjan's suggestion)
      2. Two-years on Senate requirement
      3. Structure of BPC
      4. Strike "at least" (J. Tarjan's suggestion)
   ix. Committee proliferation (deferred)

e. Summer Compensation (deferred)
f. Exam Modality for Flex Classes (deferred)
g. Policies: Reimbursement Rate, and Professional Development Funding (deferred)
h. Reconsider Time Blocks (deferred)
i. Academic Calendar Thanksgiving Week – (deferred)
j. Investment Divestiture (deferred)
k. Academic Integrity (deferred)
   i. Academic Integrity Pledge
l. RTP Completeness – Handbook Change – FAC (deferred)
m. Strategic Plan Group data gathering instrument(s) (deferred)

n. Philosophy on Teaching Modalities (deferred)

o. Academic Freedom revisited – FAC (deferred)

p. Distinguished Professor Award – FAC (deferred)

q. Faculty Poll regarding online instruction (Hold pending further information)

r. Alma Mater (Hold pending further investigation)

s. Assigned Time application revision and timing (Hold pending further information) – FAC

7. **AGENDA ITEMS FOR SENATE MEETING February 3, 2021**

Approval of Minutes

Announcements

- President's Report – L. Zelezny (Time Certain 10:10)
- Elections and Appointments – M. Danforth

Approval of Agenda (Time Certain 10:05)

Reports

Resolutions (Time Certain 10:35)

    Consent Agenda

    New Business

    Old Business

    Open Forum (Time Certain 11:15)

8. COMMENTS FROM THE FLOOR

Chair RTP Review – There's no time built into the schedule. There is no way to implement the procedures in the Handbook, cleanly.   Perhaps it could be done through procedure on the schedule. Example, the chair has one week as part of the dean's time. (J. Tarjan) It's part of a referral that was already sent to FAC. (A. Hegde)

9. ADJOURNMENT

A. Hegde adjourned the meeting at 11:42

Academic Affairs Committee: John Tarjan/Chair, meets 10:00am via Zoom
Dates: Sept 2, Sept 16, Sept 30, Oct 14, Oct 28, Nov 18, Jan 27, Feb 10, Feb 24, Mar 10, Mar 24, Apr 21, May 5

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
8/24/21	2021-2022 02 Department Formation Criteria Revision		AAC, BPC, FAC The need to clarify and extend the current department formation procedures. Task Force sent recommendations to EC 12/1/ 2021. See EC Agenda 12/7/21. AAC will take up discussion.			
8/31/21	2021-2022 05 EEGO Summer Term Unit Limits	First Reading 2/3/22	AAC Consider Summer Session as a single term with a cumulative student workload and what is the maximum number of units which enables student success. RES 212213 Unit Cap During Summer Term			
	2020-2021 23 MA INST Moratorium	Complete	AAC Consider the rationale as presented in the attached letter from the Director of INST and the impact on students in the program. RES 212204 MA INST Moratorium	10/7/21	10/15/21	10/15/21
8/31/21	2021-2022 07 GECCo Reporting Structure		AAC, BPC, FAC Where GECCo fits into other committee & program structures and whether to change Handbook 202.1 or Handbook Appendix C Article 8.			
8/31/21	2021-2022 08 Proposal for the Formation of a General Studies (GST) Department	Withdrawn 10/19/21	AAC, BPC, FAC Rationale behind dept. creation, existing support services, additional supports services needed			
8/31/21	2021-2022 09 Proposal to Employ High Impact Practice (HIP) Tracking	First Reading 2/3/22	AAC, AS&SS Whether: to use existing code in PeopleSoft, apply AAC&U's definition, there's a campus body that could identify HIPs and can dev & deliver HIPs, need for training guide for analysis & reporting. RES 212212 High Impact Practice Designation and Tracking			
10/5/21	2021-2022 21 Proposal for Ethnic Studies ETHS 1508 and Change to ETHS Curriculum	Complete	AAC in its capacity as the interschool curriculum committee, approved the ETHS 1508 course proposal for Introduction to Chicana/Chicano/Chicanx Studies and approved the proposed changes to the Ethnic & Area Studies concentration.			
10/5/21	2021-2022 24 BA Sociology Concentration Revision – Racial and Ethnic Dynamics	First Reading 2/3/22	AAC Review rationale and impact. RES 212214 Approval of Revised Sociology Concentration in Racial and Ethnic Dynamics			
10/16/21	2021-2022 25 General Studies (GST) Department Formation		AAC Lack of home for GST, whether GST more suited as a program, mechanism for GST faculty review, GST report to EC annually			

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Academic Affairs Committee: John Tarjan/Chair, meets 10:00am via Zoom
Dates: Sept 2, Sept 16, Sept 30, Oct 14, Oct 28, Nov 18, Jan 27, Feb 10, Feb 24, Mar 10, Mar 24, Apr 21, May 5

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
10/16/21	2021-2022 26 AMP 2022-23 through 2031-32	Complete	AAC BPC RES 212208 Academic Master Plan 2022-23 through 2031-32	12/02/21	12/10/21	12/13/21
12/8/21	2021-2022 32 Undergraduate Re-Enrollment Policy Change		AAC Revising CSUB policy for re-entry and addressing concerns identified by Chancellor Castro.			
1/25/22	2021-2022 35 BA in History with Social Science Teaching Concentration		AAC Consider rational and impact on students.			

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Academic Support and Student Services: Elaine Correa/Chair, meets 10:00 via Zoom video conference
Dates: Sept 2, Sept 16, Sept 30, Oct 14, Oct 28, Nov 18, Jan 27, Feb 10, Feb 24, Mar 10, Mar 24, Apr 21, May 5

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
	2020-2021 Referral 26 Testing Center	Complete	AS&SS RES 202123 Academic Testing Center approved by Senate 3/18/21. Not by President pending Fall '21 enrollment, need, resources.			
9/28/21	2021-2022 Referral 10 Faculty Advising Structure		AS&SS Whether there is a need for a change to the advising structure Refer to AS&SS minutes 2021-05-06 for recommendations. See report from Faculty Fellow & AVP AP.			
8/31/21	2021-2022 09 Proposal to Employ High Impact Practice (HIP) Tracking		AAC, AS&SS Whether: to use existing code in PeopleSoft, apply AAC&U's definition, there's a campus body that could identify HIPs and can dev & deliver HIPs, need for training guide for analysis & reporting			
10/19/21	2021-2022 28 Academic Testing Center Exploratory Sub-Committee		AS&SS Reference RES 202123. Form sub-committee & include AVP EM, Director Testing Center, ASI & provide path			
10/19/21	2021-2022 29 Task Stream Usage and Access		AAC, AS&SS BPC Whether policy needed from academic, student, and planning perspectives.			
1/25/22	2021-2022 36 Appendix K IMAP – Handbook Change		AS&SS Align IMAP with CO's new goals and performance indicators, whether LMS is instructional goal, and identify responsible party of the master textbook list.			

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Faculty Affairs Committee: Mandy Rees/Chair, meets 10:00am via Zoom video conference
Dates: Sept 2, Sept 16, Sept 30, Oct 14, Oct 28, Nov 18, Jan 27, Feb 10, Feb 24, Mar 10, Mar 24, Apr 21, May 5

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
8/24/21	2021-2022 01 Extension of RES 192020 RTP Guidelines for 2020 to 2021		FAC The same factors that restricted or prevented faculty from doing certain activities related to RTP still exist.			
8/24/21	2021-2022 02 Department Formation Criteria Revision	Complete	AAC, BPC, FAC The need to clarify and extend the current department formation procedures. Task Force sent recommendations to EC 12/1/ 2021. See EC Agenda 12/7/21			
8/24/21	2021-2022 03 Electronic RTP as Application Standard		FAC Whether use of vendor with electronic RTP application platform is viable for CSUB			
8/24/21	2021-2022 04 Exceptional Service Article 20.37 Application and Screening Process		FAC Research CSU campus' rubrics & applications and establish improvement and consistency to application & screening.			
8/31/21	2021-2022 07 GECCo Reporting Structure		AAC, BPC, FAC Where GECCo fits into other committee & program structures and whether to change Handbook 202.1 or Handbook Appendix C Article 8.			
8/31/21	2021-2022 08 General Studies (GST) Department Formation	Withdrawn 10/19/21	AAC, BPC, FAC Rationale behind dept. creation, existing support services, additional supports services needed			
8/31/21	2021-2022 Referral 12 Criteria and Nomination Process for Faculty Awards		FAC Define meritorious, pressure from senior faculty, confidentiality of process			
	2020-2021 06 CSUB Patent Policy	Complete	FAC RES 202117 CSUB Patent Policy approved by Senate. Not by President pending CO policy update.			
	2019-2020 Referral 08 Honorary Doctorate – Handbook Change	Carry-over from 2 AYs	FAC refer to RES 121329 Procedures for Honorary Doctorate Nominations and Selection REVISED			
8/31/21	2021-2022 13 Notification to Chairs of Assigned Time		FAC Specifying the appropriate timing and notification to the department chair and how the coordination with AA and HR can improve.			
8/31/21	2021-2022 20 Accessibility of Instructional Materials		FAC Identify owner and maintainer of textbook master list, specify policies for adopting a textbook.			

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Faculty Affairs Committee: Mandy Rees/Chair, meets 10:00am via Zoom video conference
Dates: Sept 2, Sept 16, Sept 30, Oct 14, Oct 28, Nov 18, Jan 27, Feb 10, Feb 24, Mar 10, Mar 24, Apr 21, May 5

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
8/31/21	2021-2022 17 Handbook 305.2.4 Early Award of Tenure and 305.3.4 Early Promotion of Probationary and Tenured Faculty	Complete	FAC The language regarding performance differs. Make them consistent. Departments need to have early tenure criteria or revise it. RES 212202 Early Award of Tenure	9/23/21	10/1/21	10/4/21
8/31/21	2021-2022 19 DEI Faculty Fellows Exploratory Group Report		BPC, FAC Review institutional and faculty issues and comment whether there are actionable items.			
8/31/21	2020-2021 14 Proposal for the Creation of Ethnic Studies Department	Complete	FAC RES 212207 Formation of Ethnic Studies Department	12/02/21	12/10/21	12/10/21
9/21/21	2021-2022 23 Faculty Hall of Fame Selection Process Change		FAC Whether selection process should move to FHAC; whether time conflict with Faculty Awards, data transfer			
10/19/21	2021-2022 Referral 15 Sabbatical Application Process Improvement		FAC Identify what is different or extra between the 1) Faculty Information Bulletin 2) Application Cover Sheet, 3) Handbook with directions for the applicant and 4) directions for the evaluating committee and then make consistent between them, and other considerations.			
10/19/21	2021-2022 27 Composition of Search and Screening Committees – Handbook Change		FAC Handbook 309.5: clarify candidate eligibility, add "General Faculty", reconstitute committee > 18 months.			
1/25/22	2021-2022 30 Completeness of RTP File – Handbook Change		FAC Consider direction, clarification, order of review, include chair letter, timeline, items from PAF to WPAF			

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Budget and Planning Committee: Charles Lam/Chair, meets 10:00am via Zoom video conference
Dates: Sept 2, Sept 16, Sept 30, Oct 14, Oct 28, Nov 18, Jan 27, Feb 10, Feb 24, Mar 10, Mar 24, Apr 21, May 5

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
8/24/21	2021-2022 02 Department Formation Criteria Revision	Complete	AAC, BPC, FAC The need to clarify and extend the current department formation procedures. Task Force sent recommendations to EC 12/1/ 2021. See EC Agenda 12/7/21			
9/29/21	2021-2022 16 Institutional Research in Response to WSCUC Report		BPC Feedback from CO, access and permissions to data, what faculty needs, what data department chairs' need. See M. Malhotra's report			
	2020-2021 20 UPRC Changes	Pending Task Force. Tabled to 2021-2022	AAC, BPC Combine concerns from 2019-2020 #19 referral and 2020-2021 Addendum with the recommendations from UPRC current Chair and Jinping Sun's report.			
8/31/21	2021-2022 07 GECCo Reporting Structure		AAC, BPC, FAC Where GECCo fits into other committee & program structures and whether to change Handbook 202.1 or Handbook Appendix C Article 8.			
8/31/21	2021-2022 08 General Studies (GST) Department Formation	Withdrawn 10/19/21	AAC, BPC, FAC Rationale behind dept. creation, existing support services, additional supports services needed			
8/31/21	2021-2022 18 CSUB Policy on Use of sUAS – GraSP Update	Complete	BPC Consider whether documents submitted by GraSP are informational or need action. RES 212205 CSUB Policy on Use of sUAS – GRaSP Update	10/7/21	10/15/21	10/15/21
8/31/21	2021-2022 19 DEI Faculty Fellows Exploratory Group Report		BPC, FAC Review institutional and faculty issues and comment whether there are actionable items.			
9/21/21	2021-2022 22 Summer 2022 Schedule EEGO	Complete	BPC Whether unequal days between two summer sessions, eliminate break, reinstate two five-week terms in future. RES 212206 Winter Intersession 2021-2022 Calendar Update	10/7/21	10/15/21	10/15/21
10/19/21	2021-2022 26 AMP 2022-23 through 2031-32	Complete	AAC BPC RES 212208 Academic Master Plan 2022-23 through 2031-32	12/02/21	12/10/21	12/13/21

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Budget and Planning Committee: Charles Lam/Chair, meets 10:00am via Zoom video conference
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Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
10/19/21	2021-2022 29 Task Stream Usage and Access		AAC, AS&SS BPC Whether policy needed from academic, student, and planning perspectives.			
11/2/21	2020-2021 31 Academic Calendar 2022-2023	Complete	BPC RES 212211 Academic Calendar 2022-2023	12/02/21	12/10/21	12/10/21
12/7/21	2021-2022 Final Exam Schedule – Interim Policy Change		BPC Creation of policy that gives students and faculty the option of taking final exam at a time that doesn't conflict with Commencement.			
1/25/22	2021-2022 34 Academic Calendar Fall Recess Schedule		BPC Consider impact on number of teaching days and survey of other CSUs			
1/26/22	2021-2022 37 Addendum to Academic Calendar 2022-2023	First Reading 2/3/22	BPC RES 212215 Addendum to Academic Calendar 2022-2023			

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Date: January 31, 2022

From: Charles Lam,
         Chair, Budget and Planning Committee (2021-22)

To: Aaron Hegde, Chair, Academic Senate

On November 18, 2021, Budget and Planning Committee discussed 2021-22 Referral #16 – Institutional Research in Response to the WSCUC Report. Assistant Vice President M. Malhotra presented ongoing improvements within IRPA, including changes to data processing, staff hiring, changes to technology, and other efforts to clean up current discrepancies, including program profiles, and other identified data issues. The committee decided that there is sufficient ongoing process that no follow-up action is required at this time.

School of Natural Sciences, Mathematics and Engineering
California State University, Bakersfield
9001 Stockdale Hwy. • Bakersfield, CA 93311

661.654.3450   *csub.edu/nsme*

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THE CALIFORNIA STATE UNIVERSITY

M E M O R A N D U M

DATE: January 24, 2022

TO: Dr. Aaron Hegde / Chair, Academic Senate

CC: Dr. Vernon Harper / Provost and Vice President, Academic Affairs
                 Ms. Monica Malhotra / Interim AVP for Institutional Research, Planning, and Assessment

FROM: Dr. Debra Jackson / AVP for Academic Affairs, Dean of Academic Programs

RE: Academic Program Assessment Quality Feedback

On behalf of the Strategic Plan Goal 3 workgroup, I request that the Academic Senate develop a formal structure to ensure that academic programs receive regular feedback on the quality of their student learning outcomes assessment efforts. This will assist our campus in achieving Sub-Strategy 3.7.2 of the CSUB Strategic Plan.

One possible structure to consider is the inclusion of the Faculty Assessment Coordinators on their respective School Curriculum Committees in an ex-officio capacity. The FACs could provide the Committees with regular updates about program assessment compliance and the Committees could provide substantive feedback on the quality program assessment efforts.

Office of the Associate Vice President for Academic Affairs, Dean of Academic Programs
California State University, Bakersfield
9001 Stockdale Hwy. • 22 EDUC • Bakersfield, CA 93311

661.654.3420   *csub.edu/academicprograms*

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THE CALIFORNIA STATE UNIVERSITY

California State University, Bakersfield
Division of Academic Affairs

Policy Title: PROVOST Direct Reports Professional Development Funding

Policy Status: DRAFT

Affected Units
Provost's Council, Provost's Direct Reports

Policy Statement
Professional Development is a critical component of CSUB's success. By investing in people, CSUB internally grows its base of talent.

For professional development expenses above $500, the Provost must provide written authorization to his/her direct reports before any professional development expense is incurred. A professional development expense would be a workshop or training series designed to enhance an individual's skill or competence. Importantly, regular travel for conference meetings etc. are not included within the scope of this policy.

Consultations
Provost's Council

Approved Date
TBD

Effective Date
TBD

Date Submitted to Policy Portal
TBD

Distinguished Professor

Here is what it refers to (via Anna Jacobsen)

As we look for ways to increase the visibility and support of our scholarship-active faculty, I think that it would be worth examining the creation of the title of "**Distinguished Professor**" on our campus. I am aware of this title being used for "internationally recognized faculty scholars" at CSU MB and LB and there are probably other campuses as well. At some institutions, it seems that these are "funded" positions through donors (often they are named distinguished professorships).

Not sure it is the right thing for our campus, but I think that it would be worth exploring.

This is not from a CSU, but I like the clarity of purpose and eligibility on this webpage: http://sphhp.buffalo.edu/home/information-for-faculty-staff/faculty-awards/ub-distinguished-professor.html