ACADEMIC SENATE: EXECUTIVE COMMITTEE

AGENDA

TUESDAY, APRIL 18, 2023

10:00 A.M. – 11:30 A.M.

LOCATION: BPC 134 AND VIDEO CONFERENCE

Members: A. Hegde (Chair), M. Danforth (Vice-Chair), J. Millar, M. Martinez, E. Correa, C. Lam, M. Rees, J. Tarjan, V. Harper, and B. Bywaters (Senate Analyst Retired Annuitant)

1. CALL TO ORDER

2. ANNOUNCEMENTS, INFORMATION AND WELLNESS CHECK
   Update from Statewide Senate Chairs – A. Hegde

3. APPROVAL OF AGENDA **(Time Certain: 10:05 AM)**

4. APPROVAL OF MINUTES
   March 28, 2023 **(handout)**
   April 11, 2023 (tabled)

5. CONTINUED ITEMS
   a. AS Log **(handout)**
      i. AAC (J. Tarjan)
      ii. AS&SS (E. Correa)
      iii. BPC (C. Lam)
      iv. FAC (M. Rees)
   b. Provost Update (V. Harper)
      i. CO Update

6. NEW DISCUSSION ITEMS **(Time Certain: 10:45 AM)**
   a. School to Colleges Renaming - Resolution
   b. Campus Modality Philosophy – Handbook Appendix – Resolution **(handout)**
   c. Committee Chairs Bylaws Change – Referral # 27 **(handout)**

7. AGENDA ITEMS FOR SENATE *MEETING*

THURSDAY, APRIL 20, 2023

10:00 A.M. – 11:30 A.M.

LOCATION: DEZEMBER LEADERSHIP AND DEVELOPMENT CENTER, ROOM 409-411

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A. Call to Order
B. Approval of Minutes
   a. March 30, 2022 *(attached)*
C. Announcements and Information
   a. President's Report – Lynette Zelezny (**Time Certain: 10:10 AM**)
   b. Enrollment Management – D. Cantrell **(Time Certain: 10:20 AM)**
   c. Faculty Honors and Awards – N. Michieka **(Time Certain: 10:30 AM)**
   d. Elections and Appointments- M. Danforth
D. Approval of Agenda (**Time Certain: 10:05 AM**)
E. Reports
   a. Provost's Report
   b. ASCSU Report
   c. Committee Reports: *(Minutes from AAC, AS&SS, BPC and FAC to be posted on the Academic Senate webpage; Senate Log attached*
      i. ASI Report- C. Vollmer
      ii. Executive Committee- M. Danforth
      iii. Academic Affairs Committee (AAC)- J. Tarjan
      iv. Academic Support & Student Services Committee (AS&SS)- E. Correa
      v. Budget and Planning Committee (BPC)- C. Lam
      vi. Faculty Affairs Committee (FAC) – M. Rees
      vii. Staff Report- S. Miller
F. Resolutions **(Time Certain: 10:45 AM)**
   a. Consent Agenda
      RES 222326 Addendum to Academic Calendars 2022-23 and 2023-24 Juneteenth
   b. New Business
      RES 222327 Election Attempt Limit – Revert to Appointment
   c. Old Business
      RES 222322 Change Title from Small Business Management Concentration in the BSBS Program to "Entrepreneurship Concentration"
      RES 222323 Reclassify Assistant VP to Associate VP IRPA and Associate VP GRaSP
      RES 222325 Bylaws Change to Membership of Academic Support and Student Services Committee

G. Open Forum (**Time Certain: 11:15 AM**)
H. Adjournment

8. ADJOURNMENT

ACADEMIC SENATE: EXECUTIVE COMMITTEE

MINUTES

TUESDAY, MARCH 28, 2023

10:00 A.M. – 11:25 A.M.

LOCATION: BPC 134 AND VIDEO CONFERENCE

Members: A. Hegde (Chair), M. Danforth (Vice-Chair), J. Millar, M. Martinez, E. Correa, C. Lam, M. Rees, J. Tarjan, V. Harper, and B. Bywaters (Senate Analyst Retired Annuitant).
Absent: E. Correa (excused)

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

2. ANNOUNCEMENTS, INFORMATION AND WELLNESS CHECK
   - Award to Chairs – To be presented at the Senate Meeting
   - Exceptional Service Awards – The Exceptional Service Award Committee met and reviewed applications. They were able to give seven (7) awards of three (3) WTUs each. The department chairs of awardees will be emailed today because registration begins April 10. The awardees have the option to take the WTUs in Fall or Spring. The formal letters will be drafted before the end of the semester. There has to be a reason why given to those who were not awarded about why they didn't get it. The Committee didn't have enough WTUs to give to all exceptional applicants. Those who didn't receive this year's award had received the award before. Those who are doing exceptional work repeatedly should be given compensation by their dean.

3. APPROVAL OF AGENDA
   Move NEW DISCUSSION Academic Integrity Policy AI item o. up to item b.
   M. Rees moved to approve the agenda. J. Tarjan seconded. Approved.

4. APPROVAL OF MINUTES
   a. March 14, 2023 C. Lam moved to approve and J. Tarjan. Approved.
   b. March 21, 2023 J. Tarjan moved to approve. C. Lam seconded. Approved.

5. CONTINUED ITEMS
   a. AS Log
      i. AAC (J. Tarjan)
         Referral #13 –AAC will be looking at the documents for a Minor in Environmental Sustainability.

Referral #21 - Concentration vs Emphasis – D. Jackson gave the AAC materials to consider

Referral #24 – AS&SS Membership Bylaws Change – AAC is in support of student member as voting member

Referral #27 Standing Committee Bylaws Change – discussed briefly.

 ii. AS&SS – (deferred) E. Correa is conducting interviews for her department.

 iii. BPC (C. Lam)

Referral #09 – Addendum to Calendar – Juneteenth – waiting for HR

Referral # 27 – Standing Committee Bylaws – to be discussed.

Referral #30 - Election Attempt Limit – to be discussed

Referral #31 - Academic Administrator Search Handbook Change to be discussed next meeting.

Referral #01 - Time Blocks and Space Utilization – next step is to come up with a proposal and send to DCLC. (C. Lam) The suggestion was to write a report/memo which outlines all that was considered. We need an open forum in the Fall for more faculty input. (A. Hegde)

 iv. FAC (M. Rees)

Referral #03 Holding Exams on Last Day of Class – Memo sent to EC recommending that Senate Chair email a reminder. Complete

Referral #33 – Sabbatical Eligibility Language – Handbook Change – CBA language is in alignment with what is in the Handbook. A memo will be sent to EC to complete FAC's work.

Referral #16 GST Instructor Classroom Observation – The deferment has already happened. Complete.

Referral #25 – Second Year Review materials – It may be ready for Thursday

Referral 2021-2022 #41 - Six Year Lecturer – It needs a lot of work. (M Rees) Perhaps we can have 2-3 people from FAC plus 2 others to look at the Handbook over the summer. The Provost will need to approve stipend, etc. To be continued at the Summer Senate.

b. Provost Update (V. Harper)

 i. ITS Policy Timing – Last semester, ITS forced out an update in the middle of break. It negatively impacted faculty returning from winter break who couldn't log in. M. Danforth requested that the Provost reach out to ITS to ask them to keep the academic calendar in mind. The Provost will relay the message.

 ii. CO Update – The new Chancellor appointment is expected in July. Comment: Concern about the Interim Chancellor and the CSU CO response to CCC bachelor's degree proposals with AB 927 (J. Millar). CO needs to provide better leadership and guidance to campuses and faculty on CCC proposals that are for competing programs. Only 30 days to make case that CCC proposal overlaps CSU (M. Martinez). The

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template goes to the CO, who can dialogue with CCC CO and campuses (V. Harper). Discussion ensued. Concern: Upper-division GE offered at CCCs; do they transfer? (M. Rees) We do not have upper division reciprocity (J. Tarjan). ASCSU Senators J. Millar and M. Martinez were tasked with writing a resolution, Sense of the Senate Statement CSUB, on the process. (A. Hegde)

    iii. President searches are still in progress. Some have become open searches.

    iv. Dean Search BPA is coming to conclusion. The Provost had five consultations with members of the community. An offer to be extended to an individual probably early next week.

6. NEW DISCUSSION ITEMS
    a. School/ College Creation Policy – School Elevation Exploratory Committee (SEEC) – In order to provide opportunity for faculty feedback to the SEEC's report, the EC will hold a Schools to Colleges Renaming Open Forum the week after Spring Break, on April 10, 2023, 9:00-10:00 and 2:00-3:00. A. Hegde will send a message out to faculty. The EC will process feedback on April 11. AAC has already discussed report. BPC and AS&SS to take it up on April 13, 2023. The plan is to have a resolution on April 20, 2023, to address renaming the schools to colleges. Policy and process to create new schools and colleges will be future Senate work.
    b. Academic Integrity Policy AI – Appoint a group of four tenured faculty to work with the Dean of Students, E. Poole-Callahan, to decide what the process is when someone is called out. It should be for all university levels. (J. Tarjan) Distinguish actions which address differences between repeat offense and every offense. (J. Millar) Put out a call for majority (4) tenured faculty, student ASI, SSP advisor from Student Affairs. It's not a decision-making body. The Dean of Students has that responsibility. Make it a Standing Committee. Refer to RES 212233 committee structure page 5 under repeated violations. Put this in the final round of calls for appointment.
    c. Proposal for emphasis in Biochemistry B.S. – AAC (HOLD; referral in progress for Concentration and Emphasis)
    d. Elections and Appointments – M. Danforth
        i. U-wide RTP criteria taskforce (equity) (HOLD)
    e. Campus Modality Philosophy – Handbook Appendix – J. Tarjan shared his draft of a Modality Statement with the EC members. Faculty are dedicated to student success. Antelope Valley students needs are recognized as sometimes different than students on the main campus. Student learning and development should be foremost. Faculty serve a variety of roles, and not just in the classroom. Every program should build foundational soft skills in addition to content. Modality decisions should be reached by consensus. (J. Tarjan) The existing policy is that the department decides. Within the

department, if there are multiple sections of courses and the department wants to leave the decision up to those instructors, that's fine. Still, it's the department's decision. Space Utilization is an issue. Faculty need to get across to the administration that faculty need single-occupant offices to meet with students. The Board of Trustees has a policy on the size of that office. If we switch more to on-line modalities, then our utilization decreases, and we won't get faculty offices. (A. Hegde) It's not just the department that is driving the decision. It's the decision of the department and program in compliance with whatever they have registered as their instructional mode with their regional and/or specialty accreditors. Example: If faculty told WSCUC that they're teaching an in-person program, it cannot just switch to an on-line program without re-registering with WSCUC as a distance-learning program. The same applies to ABET. Add something to the effect of "Consensus with faculty in accordance with their approved instructional mode." (M. Danforth) Specify the need for the Modality Statement. We feel more people are doing hybrid and on-line courses and not all in good policy. We believe face-to-face social collaborative learning is an important modality for the mental health of students. (M. Rees) Edit and share with everyone and send to the Senate. When it was brought up in DCLC in last fall, most chairs were supportive of it. Some departments are struggling because there are faculty who want asynchronous, and the department chairs don't feel that they can push back. (A. Hegde) During the discussion about space utilization, accreditation, and modalities that work for students, keep in mind that what students think they prefer and what actually works for them might be different things. Students are still learning how to learn. (M. Danforth) We need to give people some guidance toward adjusting to a modality. For example, this is how it would go, if you chose an on-line course or an in-person course. (J. Millar) J. Tarjan agrees that there are some problems with the pandemic and moving to virtual. Faculty are paid to give students the learning experience they need, not just what they want. Students are different. The most we can do is to make a statement to appeal to their better nature, and to keep the student first. He recommended leaving faculty offices out of the discussion. (J. Tarjan) E. Correa and M. Danforth gave input to the document. We can send the Modality Statement to the Senate, saying this is what the institution should be about and the reasons why. Then, continue the discussion at the Faculty Meeting in the Fall, and eventually it may be in the Handbook. (A. Hegde)

f. Academic Administrators (deferred)
   i. Evaluation of Academic Administrators – Handbook 311.1
g. Order of Business – Bylaws change (Section III. A.) (deferred)
h. Various policies (deferred)
   i. Policy Documents: Program Review Guidance, Honor's Program, Campus Survey of Items of Cultural Significance

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        ii. Reference Letters Policy- Link: Employment Policy Governing the Provision of Employee References
https://calstate.policystat.com/policy/12142918/latest/
        iii. Policies: Reimbursement Rate, and Professional Development Funding (HOLD- *check with Provost*)
- i. Carry-over from 2021-2022 Annual Report (Possible New Referrals)
    - i. Honorary Doctorate – Handbook Change (deferred)
    - ii. Committee on Professional Responsibility (CPR) Constitution; academic integrity for faculty –FAC (deferred)
    - iii. RES 212234 CSUB Faculty Retention and Tenure Density Priority – (*HOLD- pending action from President*)
    - iv. Handbook – Higher level organizational tool – Summer Senate:
        1. What is the status of the Handbook
        2. What should be the content of the scope of the Handbook versus an Academic Policy Manual and other policy items
        3. Improve the organization of the Handbook because it's hard to use.
        4. Fix language inconsistencies and duplication. (J. Tarjan)
- j. Resolution on CCC baccalaureate degrees [AB 927] – See Provost Update 5.b.ii.
- k. Cultural Taxation Award Criteria and Review Committee Structure – BPC and FAC (HOLD- *check with Provost on if award still exists*) (deferred)
- l. Strategic Plan Group data gathering instrument(s) – BPC (deferred)
- m. Investment Divestiture – BPC (deferred)
- n. Proposals Direct to ASCSU (E. Correa's request) (deferred)
- o. Title IX - Visit by the Cozen O'Connor firm – a Summer Senate topic

7. AGENDA ITEMS FOR SENATE *MEETING*

THURSDAY, MARCH 30, 2023
10:00 A.M. – 11:30 A.M.

LOCATION: DEZEMBER LEADERSHIP AND DEVELOPMENT CENTER, ROOM 409-411

- A. Call to Order
- B. Approval of Minutes
    - a. March 16, 2022 *(attached)*
- C. Announcements and Information
    - a. President's Report – Lynette Zelezny (**Time Certain: 10:10 AM**).
    - b. Elections and Appointments- M. Danforth
- D. Approval of Agenda (**Time Certain: 10:05 AM**).
- E. Reports
    - a. Provost's Report
    - b. ASCSU Report

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c. Committee Reports: *(Minutes from AAC, AS&SS, BPC and FAC to be posted on the Academic Senate webpage; Senate Log attached*
  i. ASI Report- C. Vollmer
  ii. Executive Committee- M. Danforth
  iii. Academic Affairs Committee (AAC)- J. Tarjan
  iv. Academic Support & Student Services Committee (AS&SS)- E. Correa
  v. Budget and Planning Committee (BPC)- C. Lam
  vi. Faculty Affairs Committee (FAC) – M. Rees
  vii. Staff Report- S. Miller
F. Resolutions **(Time Certain: 10:45 AM)**
  a. Consent Agenda
     RES 222324 Addendum to the Academic Calendar 2023-2024
  b. New Business
     RES 222322 Change Title from Small Business Management Concentration in the BSBS Program to "Entrepreneurship Concentration"
     RES 222323 Reclassify Assistant VP to Associate VP IRPA and Associate VP GRaSP
  c. Old Business
     RES 222317 Periodic Evaluation/Performance Review Calendar – Handbook
     RES 222318 Graduation Writing Assessment Requirement (GWAR) Committee Membership and Charge
     RES 222319 Discontinuation of the Master of Science in Administration
     RES 222320 Bylaws Change to the Composition of the Budget and Planning Committee
     RES 222321 Faculty Hall of Fame Selection Process – Handbook Change
G. Open Forum
H. Adjournment

8. <u>ADJOURNMENT</u>
   A. Hegde adjourned the meeting at 11:30.

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Academic Affairs Committee (AAC): John Tarjan/Chair, meets 10:00 AM in BDC 134 and/or via video conference.
Dates: 9/1, 9/15, 9/29, 10/13, ~~10/27~~, 11/10, 11/17, 1/26, 2/9, 2/23, 3/9, 3/23, 4/13, and 4/27

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
08/24/2021	2021-2022 #02 Department Formation Criteria Revision	Complete	AAC, BPC, and 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. See 3/1 Minutes EC drafts resolution. **RES 222308**- Department Formation Criteria.	11/03/2022	11/14/2022	11/15/2022
04/26/2022	2021-2022 #45 Academic Programs Assessment Quality Feedback	Complete	AAC Whether committee be formed, or whether to include task in School Curriculum Committee duties. **RES 222304** – Reconstitution of the Campus Assessment Team	10/20/2022	10/31/2022	11/2/2022
06/01/2022	2022-2023 #02 Academic Integrity Campaign- Ombudsperson and Committee on Professional Responsibility	**ON HOLD**	AAC, BPC, and FAC Whether one person serving as ombudsperson is enough; funding to support Ombudsperson position; Ways the Committee on Professional Responsibility works with the Faculty Ombudsperson.	**ON HOLD**		
08/29/2022	Removal of courses from catalog: GST 1030, GST 1040, GST 1160, and GST 2400	Complete	AAC, acting as university curriculum committee Reviews the rationale for remove and then sends memo to Senate. Completed 9/15/2022.	n/a	n/a	n/a
09/09/2022	Removal of courses from catalog: GST 1050, 1400, 1410 and to update the degree requirement for BA in Interdisciplinary Studies w/ concentration in WGSS	Complete	AAC, acting as university curriculum committee Reviews the rationale for removal and update and then sends memo to Senate. **MEMO** received 9/12/2022. No further action needed.	n/a	n/a	n/a
09/28/2022	2022- 2023 #08 GWAR Exam and/or Course Requirement	Complete	AAC Generate a statement in response to memo from Chancellor's Office re GWAR Exam and/or course requirement. **RES 222305** – GWAR Concerns	10/20/2022	10/31/2022	-

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Academic Affairs Committee (AAC) continued…

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
11/02/2022	2022-2023 #11 GWAR Committee Structure		AAC Address the question of the GWAR committee structure; consider who to report to, role in approving GWAR courses and committee composition. RES 222318 GWAR Committee Membership & Charge	3/30/23		
11/02/2022	2022-2023 #12 A2 and A3 Skills Reinforcement in AI History and AI Government	Complete	AAC Design of the AIMS GE program; consider removing A2 pre-requisites for AIH and A3 pre-requisites for AIG. **MEMO** received. No further action needed 1/26/2023.	-	-	-
11/09/2022	2022-2023 #13 Proposal to add minor in Environmental Sustainability	**IP;** Sent to AAC	AAC Review the proposal to add a minor in Environmental Sustainability to the Environmental Resource Management (ERM) Program. *IP; in contact with department chair.*			
11/09/2022	2022-2023 #14 Proposal to add a minor in Public Health	Complete	AAC Review the proposal to add a minor in Public Health. **RES 222313**- Approval of Minor in Public Health	12/1/2022	12/12/2022	12/13/2022
11/09/2022	2022-2023 #14 Proposal to add a minor in Public Health	Complete	AAC Review the proposal to add a minor in Public Health. **RES 222313**- Approval of Minor in Public Health	12/1/2022	12/12/2022	12/13/2022
11/09/2022	2022-2023 #15 New FYS Course for Business Majors	Complete	AAC Review the proposal for a new FYS course BPA 102? for Business majors. **MEMO** received. No further action needed 1/26/2023.	-	-	-

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Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
Academic Affairs Committee (AAC) continued…						
11/22/2022	Proposal for New GST 2230 Course	Complete	AAC Consider the addition of GST 2230 Course to the CSUB course catalog. **MEMO** received. No further action needed. 01/30/2023	-	-	-
01/19/2023	2022-2023 #18 Academic Probation Proposed Terminology Change	Complete	AAC and AS&SS Consider the proposed terminology change from "Academic Probation" to "Academic Notice"	2/16/2023	2/24/23	2/24/23
2/21/2023	2022-2023 #21 Concentration vs. Emphasis to Describe Size of Program		AAC Use of the terms "Concentration" and "Emphasis" and whether CSUB is using appropriate term(s) in reporting			
3/3/2023	2022-2023 #24 Academic Support & Student Services Membership – Bylaws Change	Second Reading 4/20/2023	AAC, AS&SS, BPC, FAC Whether there is any reason(s) not to change the student membership to voting member. RES 222325 Bylaws Change to Membership of AS&SS Committee			
3/7/2023	2022-2023 #27 Standing Committee Bylaws Change Section IV		AAC, AS&SS, BPC, FAC Whether statements of interest in Chair required, two-year experience required, term limits, and qualifications.			
3/7/2023	2022-2023 #28 MS Administration Discontinuance		AAC Whether there is any impact to students, university or community. RES 222319 Discontinuation of the MS in Administration	3/30/23		
3/14/2023	2022-2023 #36 Graduate Studies Committee		AAC Whether the proposed language change to the Graduate Studies Committee Bylaws benefit students and the university at-large.			
			AAC continued next page…			

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Academic Affairs Committee (AAC) continued…						
Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
3/21/2023	2022-2023 #39 Small Business Concentration Name Change – Entrepreneurship Concentration	Second Reading 4/20/23	AAC Consider rationale and impact on students in the program. RES 222322 Change in Title from Small Business Management Concentration in the BSBA Program to Entrepreneurship Concentration			

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ACADEMIC SENATE LOG – APRIL 18, 2023						
Academic Support and Student Services (AS&SS): Elaine Correa/Chair, meets 10:00 AM in EDUC 123 and/or via video conference. **Dates:** 9/1, 9/15, 9/29, 10/13, 10/27, 11/10, 11/17, 1/26, 2/9, 2/23, 3/9, 3/23, 4/13, and 4/27						
Date	**Item**	**Status**	**Action**	**Approved by Senate**	**Sent to President**	**Approved by President**
10/19/2021	2021-2022 #28 Academic Testing Center Exploratory Sub-Committee	**IP;** 21-22 Carryover	AS&SS Reference RES 202123. Form sub-committee & include AVP EM, Director Testing Center, ASI & provide path *IP; Committee members conducting more research.*			
09/08/2022	2022-2023 #07 Advising Task Force Recommendations	Canceled	AS&SS and BPC *Canceled- New referral 2022-2023 #21 Drafted.*	-	-	-
10/17/2022	2022-2023 #10 Knowmia Replacement Project	Complete	AS&SS Address and consider replacement options for Knowmia Techsmith video media management service; consider FTLC/ITS report and evaluation and expected timeline of implementation. **RES 2223010**- Knowmia Replacement Project	12/1/2022	12/12/2022	12/13/2022
01/19/2023	2022-2023 #18 Academic Probation Proposed Terminology Change	Complete	AAC and AS&SS Consider the proposed terminology change from "Academic Probation" to "Academic Notice" RES 222315	2/16/2023	2/24/23	2/24/23
1/09/2023	2022-2023 #19 ATI Instructional Materials Handbook Appendix K		AS&SS New goals and metrics from the CO			
1/25/2023	2022-2023 #21 Advising Task Force Recommendations- Director of Advising	Complete	AS&SS and BPC Address the need, role and duties of a Director of Advising position. RES 222316 Interim Director of Academic Advising Recommendations	3/16/2023	3/24/2023	3/24/2023
3/3/2023	2022-2023 #24 Academic Support & Student Services Membership – Bylaws Change	Second Reading 4/20/2023	AAC, AS&SS, BPC, FAC Whether there is any reason(s) not to change the student membership to voting member. RES 222325 Bylaws Change to Membership of AS&SS Committee			

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Academic Support and Student Services (AS&SS) continued

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
3/7/2023	2022-2023 #27 Standing Committee Bylaws Change Section IV		AAC, AS&SS, BPC, FAC Whether statements of interest in Chair required, two-year experience required, term limits, and qualifications. Recommendation sent.			
3/14/2023	2022-2023 #34 Advisor and Student Initiated Course Add/Drops in Adobe Sign		AS&SS Whether there is a need for guidance or policy when student initiates form, when there is compound input from faculty, etc.			
3/14/2023	2022-2023 #35 Skipping Course Waitlist		AS&SS Whether it's possible to skip queue, roll students off waitlist, policy change, etc.			
3/14/2023	2022-2023 #37 Academic Integrity Pledge		AS&SS Creating an Academic Integrity Pledge to be included in matriculation, place in student file, etc.			
3/14/2023	2022-2023 #38 Disability Accommodations Statement in Syllabus		AS&SS Whether the current statement for all faculty use contains the correct info, and include links			
3/21/2023	2022-2023 #41 Statement on Open Educational Resources OER		AS&SS Support and obligation to reduce costs for students, ways to incorporate OER, Bookstore terminology change. Recommendation sent.			

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ACADEMIC SENATE LOG – APRIL 18, 2023						
Budget and Planning Committee (BPC): Charles Lam/ Chair; meets 10:00 AM in SCI III-100 Conference room and/or via video conference. **Dates:** 9/1, 9/15, 10/13, 10/27, 11/10, 11/17, 01/26, 02/09, 02/23, 03/09, 03/23, 04/13, and 04/27						
Date	**Item**	**Status**	**Action**	**Approved by Senate**	**Sent to President**	**Approved by President**
08/24/2021	2021-2022 #02 Department Formation Criteria Revision	Complete	AAC, BPC, and 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. See 3/1 Minutes EC drafts resolution. **RES 222308-** Department Formation Criteria.	11/03/2022	11/14/2022	11/15/2022
06/01/2022	2022-2023 #01 Time Blocks and Space Utilization	**IP;** Sent to BPC	BPC The need to reconsider Time Blocks for classes. *IP; still in discussion.*			
06/01/2022	2022-2023 #02 Academic Integrity Campaign- Ombudsperson and Committee on Professional Responsibility	**ON HOLD**	AAC, BPC, and FAC Whether one person serving as ombudsperson is enough; funding to support Ombudsperson position; Ways the Committee on Professional Responsibility works with the Faculty Ombudsperson.	**ON HOLD**		
08/23/2022 3/21/23	2022-2023 #05 Reclassify Assistant VP of IRPA to Associate VP of IRPA	Second Reading 4/20/2023	BPC The need to reclassify Assistant VP of IRPA to Associate VP of IRPA per Provost Harper's request. Resent 3/21/23 with updated job description – proposed Handbook change Section 104. RES 222323 Reclassification of Assistant VP to Associate VP IRPA and Associate VP GRaSP.			
08/26/2022	2022-2023 #06 Addendum to Academic Calendar 22-23	Complete	BPC Addendum to change campus evacuation date from April 4 to April 11 when campus is open **RES 222303-** Addendum to Academic Calendar- sent to Senate 9/8/22	9/8/2022	9/20/2022	9/30/2022
3/3/2023	2022-2023 #24 AS&SS Membership – Bylaws Change	Second Reading 4/20/2023	AAC, AS&SS, BPC, FAC Whether there is any reason(s) not to change the student membership to voting member. RES 222325 Bylaws Change to Membership of AS&SS Committee			

Budget and Planning Committee (BPC) continued…

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
9/28/2022	2022-2023 #09 Addendum to the Academic Calendar 22-23	First Reading 4/20/2023	BPC Addendum to add federal holiday Juneteenth as a campus holiday RES 222326 Addendum to Academic Calendar 2022-23 and 2023-24 Juneteenth			
11/09/2022	2022-2023 #17 Academic Calendar 2023-2024	Complete	BPC Address the Academic Calendar 2023-2024 as presented by the Calendar Committee. **RES 222314**- Adoption of Academic Calendar 2023-2024	12/1/2022	12/12/2022	12/13/2022
1/19/2023	2022-2023 #20 RTP Review Calendar Timeline		BPC and FAC Consider changes proposed to RTP review calendar timeline. RES 222317 Periodic Evaluation/Performance Review Calendar – Handbook Change	3/30/2023		
1/25/2023	2022-2023 #21 Advising Task Force Recommendations- Director of Advising	Complete	AS&SS and BPC Address the need, role and duties of a Director of Advising position. RES 222316 Interim Director of Academic Advising Recommendations	3/16/2023	3/24/2023	3/24/2023
3/3/2023	2022-2023 #24 Academic Support & Student Services Membership – Bylaws Change	Second Reading 4/20/2023	AAC, AS&SS, BPC, FAC Whether there is any reason(s) not to change the student membership to voting member. RES 222325 Bylaws Change to Membership of AS&SS Committee			
3/7/2023	2022-2023 #27 Standing Committee Bylaws Change Section IV	First Reading 4/20/2023	AAC, AS&SS, BPC, FAC Whether statements of interest in Chair required, two-year experience required, term limits, and qualifications. RES 222327 Election Attempt Limit – Revert to Appointment			
3/7/2023	2022-2023 #29 BPC Membership – Bylaws Change		BPC Whether to edit membership, CFO or designee RES 222320 Bylaws Change to the Composition of BPC	3/30/23		

Budget and Planning Committee (BPC) continued…

ACADEMIC SENATE LOG – APRIL 18, 2023						
Budget and Planning Committee (BPC) continued…						
Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
3/7/2023	2022-2023 # 30 Election Attempt Limit – Revert to Appointment-Handbook Change		BPC Whether to revert elected positions open to eligible faculty after four attempts			
3/7/2023	2022-2023 #31 Academic Administrators Search & Screening -Handbook Change		BPC Whether to add use of search firms, add language regarding exceptions, and add an option for university to retreat.			
3/21/23	2022-2023 #40 Search Committee Composition AVP GRaSP 309.5, 310	Complete	BPC Clarify Handbook sections 309.5 and 310 regarding composition of Search Committee. **MEMO** from BPC stating use of Section 309.5 applies.			

Faculty Affairs Committee (FAC): Mandy Rees/Chair, meets 10:00 AM in HOB 100 and/or via video conference.
Dates: 9/1, 9/15, 9/29, 10/13, 10/27, 11/10, 11/17, 1/26, 2/9, 2/23, 3/9, 3/23, 4/13, and 4/27

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
08/24/2021	2021-2022 #02 Department Formation Criteria Revision	Complete	AAC, BPC, and 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. See 3/1 Minutes EC drafts resolution. **RES 222308**- Department Formation Criteria.	11/03/2022	11/14/2022	11/15/2022
-	2019-2020 #08 Honorary Doctorate – Handbook Change	Carryover from 3 AYs;	FAC refer to RES 121329 Procedures for Honorary Doctorate Nominations and Selection REVISED			
08/31/2021	2021-2022 #20 Accessibility of Instructional Materials	**IP;** 21-22 Carryover;	FAC Identify owner and maintainer of textbook master list, specify policies for adopting a textbook. *IP; discussions started.*			
09/21/2021	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 RES 222321 Faculty Hall of Fame Selection Process – Handbook Change	3/30/23		
10/19/2021	2021-2022 #27 Composition of Search and Screening Committees – Handbook Change	Complete	FAC Handbook 309.5: clarify candidate eligibility, add "General Faculty", reconstitute committee > 18 months. RES 222301- Composition of Search and Screening Committees.	9/22/2022	10/6/2022	10/6/2022
03/01/2022	2021-2022 #39 The Personnel Action File (PAF) and the Working Personnel Action File (WPAF) – Handbook Change	Complete	FAC Whether the PAF or WPAF is the official file…flow chart of levels of involvement. **RES 222309-** Personnel Action File (PAF) and the Working Personnel Action File (WPAF)	12/1/2022	12/12/2022	12/13/2022

Faculty Affairs Committee (FAC) Continued…

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
03/01/2022	2021-2022 #40 Digitizing the Performance Review Process	21-22 Carryover;	FAC Access, process, CFA & HR perspective, training of chairs & deans.			
03/01/2022	2021-2022 #41 Sixth-year Lecturer Review – Handbook Change	**IP;** 21-22 Carryover;	FAC Purpose and outcome(s) of the Sixth-year Lecturer Review, etc. *Summer Handbook review committee pending Provost approval. Summer Session topic.*			
06/01/2022	2022-2023 #02 Academic Integrity Campaign- Ombudsperson and Committee on Professional Responsibility	**ON HOLD**	AAC, BPC, FAC Whether one person serving as Faculty Ombudsperson is enough; funding to support position; ways the committee Professional Responsibility works with the Faculty Ombudsperson.			
08/29/2022	2022-2023 #03 Holding Exams on the Last Day of Class	Complete	FAC **MEMO** from FAC: *University Handbook* already gave suitable guidelines regarding holding exams on the last day of class. FAC recommends that the Senate Chair sends out reminders about the finals policy at least twice a year during times that faculty might be devising their syllabi.			
08/29/2022	2022-2023 #04 Scheduling Office Hours Policy	Complete	FAC Whether changes need to be made to the existing office hours policy **MEMO-** No change to existing policy; Report in materials for 9/8/2022 AS meeting.	n/a	n/a	n/a
11/16/2022	2022-2023 #16 GST Instructor Classroom Observations	Complete	FAC Whether deferment of classroom observations GST and FYS instructors who do not have home departments should be considered. Deferment already happened.			

ACADEMIC SENATE LOG – APRIL 18, 2023						
Faculty Affairs Committee (FAC) Continued…						
Date	**Item**	**Status**	**Action**	**Approved by Senate**	**Sent to President**	**Approved by President**
1/19/2023	2022-2023 #20 RTP Review Calendar Timeline		BPC and FAC Consider changes proposed to RTP review calendar timeline. RES 222317 Periodic Evaluation/Performance Review Calendar – Handbook Change	3/30/23		
2/21/2023	2022-2023 #22 GECCo Review and Appointment		FAC Whether GECCo draws the review of Faculty Director etc. and whether the position is open for another three-year appointment			
3/1/2023	2022-2023 #23 Effect of Sabbatical on Assigned Time and Release Time		FAC Where a person serving on a committee should step down. What is effect on assigned time & release time.			
3/3/2023	2022-2023 #24 Academic Support & Student Services Membership – Bylaws Change	Second Reading 4/20/2023	AAC, AS&SS, BPC, FAC Whether there is any reason(s) not to change the student membership to voting member. RES 222325 Bylaws Change to Membership of AS&SS Committee			
3/7/2023	2022-2023 #25 RTP 2nd Year Review Materials		FAC Whether the URC and other higher levels should consider entire 1st year review.			
3/7/2023	2022-2023 #26 Letters in the RTP		FAC Whether guidance of checklist needed for reliable review of RTP &/or rebuttal & acknowledgement at the next level(s)			
3/7/2023	2022-2023 #27 Standing Committee Bylaws Change Section IV		AAC, AS&SS, BPC, FAC Whether statements of interest in Chair required, two-year experience required, term limits, and qualifications.			
Faculty Affairs Committee (FAC) Continued…						

Faculty Affairs Committee (FAC) Continued...

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
3/7/2022	2022-2023 #32 Three-Year Lecturers and PTR Committee – Handbook Change		FAC Language regarding 3rd-Yr Lecturers and post-tenure faculty, PTR Committee Structure, and outside department procedures.			
3/7/2023	2022-2023 #33 Sabbatical Eligibility Language – Handbook Change	Complete	FAC Whether the Handbook 307.1 language should be changed to match the language of the Collective Bargaining Agreement (CBA) Article 27.2 **MEMO**: After further investigating policies in the Collective Bargaining Agreement, discovered that our *University Handbook* does not contradict the CBA. We are ready to close the referral without further action.			

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Preamble

CSU Bakersfield has a long and proud history of "meeting our students where they are" academically, and maintaining a commitment to student success as our overriding and enduring value. In recent years, CSUB has been recognized nationally as a leader in student success, in particular, with facilitating the career success of first-generation, Pell-eligible students who reflect the diversity of our area. We have made great progress in reducing, and even closing achievement gaps. Indeed, we are consistently recognized as a regional and national leader in providing value valuable educational experiences leading to career success for our students.

We affirm that the dedication of our campus community (faculty, administration, and staff) to supporting not only student learning, but also holistic student development and growth is key to this success. Student development is fostered in multiple ways: in classes and courses, and in classrooms, with group projects and discussions, in the library with research and workshops, and in study spaces, with peer interactions, as well as in faculty offices and hallways, in student organizations, clubs, and activities on campus and in the community. Faculty play a pivotal role in student development as instructors, mentors, advisors, counselors, and role models.

Approaches to Instructional Modality

The success of various instructional modalities varies across individual students due to learning needs, preferred learning styles and individual circumstances. It can also vary across courses and instructors. The following principles can help guide department decisions in consultation with faculty regarding instructional modalities.

- Modalities should be identified based on Learning and personal development in classes that complements co-curricular and extracurricular activities.
- Modalities should be chosen which support overall learning and development. The many important faculty roles listed above should be kept in mind as modality decisions are made within programs and across courses.
- Modalities should be chosen which maximize accomplishment of course learning outcomes for students. Instructor circumstances can be taken into consideration but should not be determinative.
- While learning outcomes vary across courses, helping students develop necessary foundational and "soft" skills should be outcomes integrated into every program.
- Modalities should be consistent across sections of courses except when student circumstances require multiple modalities to ensure access to all.
- Decisions about modality should be reached by consensus across faculty teaching the courses/in the program.
- Decisions about modality must be in compliance with the program modality approved by the regional accreditor (WSCUC) and, if applicable, specialty accreditation bodies for the program.

2022-2023 Referral #27

Standing Committee By-law Change

FROM Dr. Elaine Correa

Academic Support and Student Services Chair

TO Dr. Aaron Hegde

Academic Senate Chair

DATE March 23, 2023

cc: Beth Bywaters, Academic Senate Administrative Analyst Retired Annuitant

At its March 23, 2023 meeting, AS&SS committee members identified the following recommendations to Referral #27 Standing Committee By-law Change:

AS&SS supports a brief statement of interest by the candidates indicating how the candidate would facilitate discussion of ideas and encourage diversity of ideas.

AS&SS members indicated preference for 2 years of experience for candidates to be eligible to serve as Standing Committee Chair. The Committee also feels that candidates who have served at least 1 year as a member on Senate either as a Senator or ex-officio member should be considered but 2 years of experience is preferred.

AS&SS supports the existing term limits for Standing Committee Chair.