

**CALIFORNIA STATE UNIVERSITY, BAKERSFIELD  
ACADEMIC SENATE  
AGENDA**

**Thursday, October 7, 2021  
Zoom Video Conference  
10:00 a.m. – 11:30 a.m.**

1. Call to Order
2. Approval of Minutes  
September 23, 2021
3. Approval of Agenda (Time Certain 10:05)
4. Announcements and Information
  - President's Report – L. Zelezny (Time Certain 10:10)
  - Elections and Appointments – M. Danforth
5. ASCSU Report
6. Provost Report
7. Committee Reports and Requests  
(Minutes from [AAC](#), [AS&SS](#), [BPC](#) and [FAC](#) are posted on the Academic Senate Webpage)
  - a. Executive Committee (M. Danforth)
  - b. ASI Report (S. Magaña)
  - c. Academic Affairs Committee (J. Tarjan) (handout)
  - d. Academic Support & Student Services Committee (E. Correa) (handout)
  - e. Faculty Affairs Committee (M. Rees) (handout)
  - f. Budget & Planning Committee (C. Lam) (handout)
  - g. Staff Report (S. Miller)
8. Resolutions – **(Time Certain 10:45 a.m.)**  
Consent Agenda  
RES 212206 Winter Intersession 2021-2022 Calendar Update

New Business

Old Business

RES 212204 MA INST Moratorium

RES 212205 CSUB Policy on Use of sUAS-GRaSP Update

9. Open Forum Items (Time Certain 11:15)
10. Adjournment

DRAFT

**CALIFORNIA STATE UNIVERSITY, BAKERSFIELD**  
**ACADEMIC SENATE**  
**Minutes**  
**Thursday, September 23, 2021**  
**Zoom Video Conference**  
**10:00 a.m. – 11:30 a.m.**

**Members: A. Hegde (Chair), M. Danforth (Vice-Chair), B. Frakes, R. Gearhart, A. Grombly, V. Harper, H. He, J. Kraybill, C. Lam, A. Lauer, J. Li (Alt.), S. Magaña, M. Martinez (Alt.), J. Millar, S. Miller, J. Moraga, M. Rees, A. Rodriguez, A. Sanchez, D. Solano, B. Street, J. Tarjan**

**Visitors: T. Anthony, D. Boschini, D. Cantrell, C. Catota, F. Gorham, D. Horn, D. Jackson, H. McCown, M. Novak, J. Rodriguez, M. Rush, L. Vega, K. Watson, L. Zelezny, L. Zuzarte**

1. Call to Order

A. Hegde called the meeting to order. He read a statement acknowledging CSUB's stewardship of the land of the Tejon Tribe.

2. Approval of Minutes

E. Correa moved to approve the September 9, 2021 Minutes. B. Frakes seconded. Approved.

3. Approval of Agenda

E. Correa moved to approve the agenda. J. Kraybill seconded. Approved.

4. Announcements and Information

- New Senator – H. He was welcomed to the Senate by Chair, A. Hegde. H. He was elected by the NSME faculty to complete the two year term, May 2020 – 2022.
- Academic Integrity – VP Student Affairs (SA), T. Wallace, formed a task force last summer. A. Hegde, M. Danforth, staff, administrators and a couple more faculty are members. They've been meeting to discuss solutions to academic violations. [Executive Order \(EO\) 1098 Student Conduct Procedures](#) identifies what penalties faculty and campuses can exercise. The penalty then falls under SA. Action must be reported to VP SA or designee. The Office of Student Rights and Responsibilities (OSRR) is has been renamed Dean of Students Office. Other changes taking place:  
1) E. Callahan, Assistant Dean of Students for Student Integrity and Wellbeing, is the newly appointed designee. 2) SA is bringing on software that will file paperwork and give feedback to faculty on where the violation is in the process. 3) A committee of faculty, staff, and students is being set-up to study violation patterns and to see whether further action is needed, including expulsion. Dr. Wallace will present solutions when the product is ready. Give SA a chance for the solutions to work. If at the end of the AY they're not working, we can do something differently. (A.

Hegde) Comment: Where there are multiple incidences of intense violations, who is responsible for tracking, informing, and making those decisions? (J. Tarjan)  
Suggestion: Faculty make documents available in advance of student filing grievance for grading. (H. McCown)

- President's Report – L. Zelezny
  - The Governor appointed two new Board of Trustees: [Yammilette Rodriguez](#) and Julia Lopez. The Senate will be informed when Yammilette Rodriguez will visit CSUB this Fall.
  - California Senator Alex Padilla is interested in our intentional work as a Hispanic Serving Institution (HSI). Dr. Gina Garcia speaks to CSUB on October 1. Tune in.
  - Equity Innovation Hub – It's a conceptual STEM oriented hub located at CSU Northridge. She spoke with CSUN President Erika Beck where CSUB may plan a collaborative role.
  - The Department of Education granted CSUB \$5 million to strengthen CSUB's STEM opportunities. Thank you to all who worked on that grant.
  - Latino Advisory Council – Met with external group. They were interested in CSUB's progress on Ethnic Studies.
  - Grimmway and Adventist Health - Thank you to these partners for their gift which allows expansion of our Edible Garden which helps the Food Pantry.
  - Indigenous Culture to collaborate with Sustainability Group. See Open Forum.
  - President's Forum Summary – It focused on equity gaps. The topic will be covered in a separate meeting, Data Summit, 08:00 tomorrow. The speakers are J. Gold from the CO and CSUB Interim AVP IRPA, M. Malhotra.
  - Walk & Talk – Sept 30<sup>th</sup> is student deadline to upload COVID vaccine card or exemption

Q: Faculty have asked about the proposal for CSU Presidents to get a salary increase while the faculty is expected to get less of an increase. Any thoughts? (A. Hegde)  
A. No information on whether she's getting an increase. She's eager to hear about the progress of negotiations for a faculty increase. The faculty have been champions in their critical role during this difficult time. She asked the CO for updates on negotiations. (L. Zelezny)

Comment: The legislature allocated a certain amount for mental health for students as a result of GI 2025. It's been 10 years since a tenure-track (TT) Counselor has been added to CSUB. The value of having such is incredibly high. There has been a lot of turnover of contingent counselors. Consider one or more TT counselors to address: 1) Ethnic Studies (ES) whereby the counseling center mirrors the campus demographics 2) mental health in student athletes 3) lifting student success through narrowing equity gaps. (J. Millar)

Response: CSUB will be receiving \$900K for mental health. VP SA, T. Wallace, is the contact. There will be a search for a certified psychologist and an Antelope Valley counselor replacement. More will be discussed in the Budget Forum, October 18, 11:00. (L. Zelezny)

- Zoom Recordings – CSUB pays for Zoom cloud recordings. The cost has been increasing monthly. ITS' request is to implement 180 days recording deletion. The

recordings are automatically stored/copied to TechSmith Relay. It has unlimited storage. Zoom recordings can also be manually uploaded to Box or directly downloaded to one's computer. Starting on November 2, recordings older than 180 days will be deleted. (F. Gorham)

Q: If one doesn't want recording in TechSmith Relay, do they have to delete it themselves?

A: Yes

Q: If the recordings are embedded into the courses, whereby courses are updated each term, is there a way to avoid going back and forth to post to TechSmith and upload it again, then deleting, etc.? (E. Correa)

A: If one has already created links to their course(s) to the recording in TechSmith or Box, as one recreates that course semester-to-semester, those links will be in place for the updated course imports. (F. Gorham)

Request: Directions how to save recordings in TechSmith posted on Canvas (D. Solano)

Response: There will be directions for that. The draft was shared, live. (F. Gorham)

- Elections and Appointments – M. Danforth

NSME Senator - H. He elected to complete term May 2020-May '22

Search Committees:

AVP GRaSP elect (1) FT Tenured faculty from each:

A&H – second call ends 12:15 today

BPA – second call ends 12:15 today

NSME – election ends at 12:00 today

SSE – Ivy Cargill elected – Congratulations!

At-Large – call will extend past school elections

Assoc. Dean Undergrad & Grad Studies elect (1) FT Tenured each:

A&H – second call ends 12:15 today

BPA – second call ends 12:15 today

NSME – election ends at 12:00 today

SSE – second call ends 12:15 today

At-Large – call will extend past school elections

Dean BPA - EC and Provost appoint (1) FT Tenured for faculty majority

Dean NSME school elects (4) FT Tenured faculty - call ends Monday 5:00 p.m.

Call for Nominations to elected position

UPRC – (1) elected position open to the university

Call for Interest to appointed positions forthcoming:

Academic Petitions Committee

Student Recreation (SRC) Advisory Board

Accessible Tech Initiative (ATI) Steering Committee

Accessible Tech Initiative (ATI) Working Group

Alumni Associate Board

Campus Police Advisory Council

Diversity, Equity, & Inclusion (DEI) Commission

## Ombudsperson Tenured Full Professor

### 5. ASCSU Report

Senator Martinez is on temporary leave. D. Horn is his alternate. (A. Hegde)  
Committees will continue to meet virtually October 8. Governor Newsom reappointed [Romey Sabalius as Faculty Trustee](#). California [AB 928](#) is said to bring an easier pathway from community college to the CSU. There is controversy around [AB 927](#); what kinds of degrees that community colleges can host. ASCSU Academic Affairs will be discussing the potential impact on Nursing. Bakersfield College offers a BSN, as does CSUB. Please send questions or concerns to submit to the ASCSU to J. Millar. (J. Millar)

### 6. Provost Report

- Shared Governance – Thank you to those working with the Office of Provost during the last several months on the overall management of university.
- Pandemic Research Group – It provided an opportunity for faculty to do research during the pandemic, studying the pandemic. Their report received earlier this week. The campus is closer to building faculty research grant structure.
- Restoration of Positions in Academic Affairs (AA) – Thank you to President Zelezny for the ability to continue research for faculty and bringing extraordinary people to the CSUB community.
- DEI Principles Implementation – Data Summit scheduled for Friday, giving a deep look into disaggregated data of this organization.
- DEI Faculty Fellow Proposal – Thanks to the Senate for referring to sub-committee
- Anti-Racism and Equity Issues – Thank you to the Faculty Teaching and Learning Center (FTLC) for starting a reading circle on such topics.

### 7. Committee Reports and Requests

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

- a. Executive Committee – See report in the agenda and in the minutes. (M. Danforth)
- b. Academic Affairs Committee – (J. Tarjan)

Referral # 2 Department Formation Criteria. Joint task force meeting next month.

Dropping students for non-payment- Apparently if records are restored in PeopleSoft, all their Canvas information reappears. Students who have been dropped can also be manually reinstated if inserted by faculty.

Referral # 23 action is RES 212204 MA INST Moratorium, to be introduced this day.

Referral # 8 General Studies (GST) Department Formation - waiting for updated referral from EC.

First Year Seminar (FYS) – There was a meeting of the FYS learning community yesterday. There is tremendous concern about people involved in that course and the lack of formal accountability and coordination. In light of our efforts toward student retention and closing equity gaps, it's sad how that course has been allowed to drift this past year.

Referral # 09 Proposal to Employ High Impact Practice (HIP) Tracking – AAC discussed who will decide HIP designation, who has access to information, how will

the information be used, does it indicate the university's commitment to increase HIPs and would there be resources available.

Referral # 07 GECCo Reporting Structure – What is the relationship between GECCo and other entities and what that means? Reporting has to be worked out. As a general consensus, people don't get feedback on course proposals and other issues. The suggestion is to streamline the process to deliver responsive feedback, etc. Committee discussion: The roles of ex-officio and voting members in Senate sub-committees. The Senate is comprised of faculty and other members.

- c. Academic Support & Student Services Committee (E. Correa) – See report in the agenda and in the minutes.
- d. Faculty Affairs Committee (M. Rees) - See report in the agenda and in the minutes.
- e. Budget & Planning Committee (C. Lam)  
Referral # 2 Department Formation Criteria. Joint task force to meet next month.  
Referral # 18 has become RES 212205 CSUB Policy on Use of sUAS-GRaSP Update  
Referral #07 GECCo Reporting Structure - The committee recommended that GECCo fall under AAC. Since it's a joint referral, awaiting more from AAC and FAC.  
Referral #19 DEI Faculty Fellow Exploratory Group Report - The proposed actions are a good start but need improvement. BPC to write to EC for guidance.
- f. Staff Report – Nothing to report. (S. Miller)
- g. ASI Report – The Take-Out-Tuesday survey asked students how they were doing in several areas. The results of the survey were shared with the Senate (S. Magaña)  
Comment: The focus of the Summer Institute was student and faculty wellness.  
Tips: 1) Instructor to make time to allow students to check in where the instructor can ask the student how they're doing. 2) Have students interact in small groups as a way for them to get to know each other in class and to help alleviate the student isolation and loneliness. There are PowerPoints on both faculty and student wellness in the GECCo Canvas course. (J. Tarjan)

## 8. Resolutions

### New Business

RES 212204 MA INST Moratorium – For interschool programs, the AAC serves as the curriculum committee to act on behalf of the schools involved. AAC had no objection to accepting the request for moratorium. (J. Tarjan) No questions to the committee.

RES 212205 CSUB Policy on Use of sUAS-GRaSP Update – Instead of calling them “drones”, the university calls them Small Unmanned Aircraft Systems (sUAS) (C. Lam) No questions to the committee.

### Old Business

RES 212202 Early Award of Tenure – It fixes the Handbook language for “exceptional” service and added Librarians and Counselors. There wasn't any feedback to FAC after the First Reading. (M. Rees). A vote called. The motion passes and the resolution approved.

## 9. Open Forum Items

Sustainability – 1) F. Gorham participated in the committee’s meeting where the need for improved irrigation was discussed. 2) Appreciation for indigenous culture could be shown by showcasing medicinal and other plants from the native ecosystem on campus. Give back to nature to give back to the animals and plants that live here. 3) CSUB reaches out to external contractors despite the talent here. For example, faculty can provide plant lists and where to buy them. They could do landscape design. They would be happy to share their knowledge for free. Faculty can be the creative tool, the critical thinkers for long-term planning on how to do it right. Students can help, too. (A. Lauer) Sandra Hernandez is the Chair of the Community Ambassadors of the Tejon Tribe and would be eager to support ways to bring the indigenous culture to campus. It could be an agenda item for their meeting October 5. (L. Zelezny)

Administrators’ lack of response to email and attendance to Sub Committees meetings - Request: Send a message to administrators’ direct reports noting 1) Given that everyone is busy dealing with the pandemic, etc. faculty have been asked to take-on additional roles and we ask that MPPs respect that work. 2) When faculty reach out for information and/or participation in sub-committee(s) it’s important to respond and show-up for meetings. (E. Correa)

Compassion for Parking – the daily permit is \$6.00. It could be a disincentive for students to come to campus while we want them to return to campus. Can we mitigate the cost to students who come to campus for one class? (J. Moraga)  
Response: It’s not that we’re not compassionate. There are codes above us which control parking. Chief Williamson can share what the restraints are. (L. Zelezny)

Trauma Informed Repopulation Group – Chaired by L. Gubkin, it supports trauma informed interaction to help create a safe place, trustworthiness, being a safe person, etc. 1) Explore how we get that increase compassion that faculty have for students in collaborative ways. 2) Counseling is doing both Zoom and face-to-face sessions. Half of the students are coming in for in-person sessions. That’s where serious issues come up. The Antelope Valley campus sees a lot of students virtually. Wellness activities: mindfulness, meditation, students talk to each other how stressful life is. 3) Thank you to Dr. Harper who continues to support Faculty Wellness and other conversations to support instructional faculty. (J. Millar)

Asian Faculty and Staff Network – They hosted an event last May, moderated by Senator Moraga, with keynote speaker, Ann Kaneko. Her documentary film, *Global Shades of Targeting Difference*, to be shown at 8:00 p.m., at the Los Angeles Pacific Rim Festival. The in-person event begins with a reception at 6:00 p.m. Tickets available. (C. Lam)

Acknowledgements: 1) Thank you to C. Lam for planning and participating in Asian Faculty and Staff Network meetings. 2) Thank you to Lisa for coordinating activities that are going to occur in the next year. 3) The Provost Council agenda will include, Sub-committee Participation, in response to Senator Correa’s request. (V. Harper)



10. Adjournment

A. Hegde adjourned the meeting at 11:25

DRAFT

## **Committees Report Summary**

### **September 23, 2021**

#### Executive Committee (Melissa Danforth, Vice-Chair)

Executive Committee (EC) met on Tuesday September 21<sup>st</sup>. D. Jackson and B. Street attended the meeting to present a report on Academic Support Services, which was discussed after the presentation. Specific concerns were the negative effects of increasing student/faculty ratios, how to avoid “bouncing around” students between units, the role of faculty advisors, the use of technology that has not been reviewed by faculty, and the need for more qualitative data.

There was a conversation at DCLC about providing paper SOClS to courses with face-to-face meetings, and EC supports this option for faculty. The letter from faculty for the CSUB time capsule has been drafted and was sent to EC by email for review. There was also a brief discussion about the climate survey data. Additionally, the composition and selection process for the School Elevation Exploratory Committee was discussed.

The log from each subcommittee was discussed. New discussions and referrals included:

- Concerns from EEGO about the number of class meetings in Summer 2022. Referred to BPC.
- Proposal to move Faculty Hall of Fame selection to Faculty Honors and Awards Committee. Referred to FAC.

Refer to the EC minutes posted on the Senate website and the subcommittee logs in the Senate agenda for more details

#### Academic Affairs Committee (John Tarjan, Chair)

1. The joint task force on department formation criteria has been formed with representatives from AAC, BPC and FAC. Maureen Rush was selected as Chair.
2. The impact of dropping students for nonpayment was discussed. Apparently records on Canvas are retained and restored when students are reinstated by the University or manually reinserted by faculty.
3. A resolution supporting the proposed MA INST moratorium was sent to the Executive Committee.
4. We discussed the roles of non-voting and non-faculty members of the committee.
5. We discussed the potential formation of a General Studies Department and are

awaiting an updated referral from the Executive Committee.

6. We had a lengthy discussion of issues surrounding the tracking of High Impact Practices (HIPs) in courses. We will continue the discussion at our next meeting. The following issues arose.
  - a. Who will decide upon the designation?
    - i. School curriculum committees?
    - ii. A different faculty committee?
    - iii. AAC?
  - b. Who will have access to the information and how will it be used?
  - c. Does this signal a commitment to increasing HIPs with concomitant funding?
  - d. Is the Kuh list exhaustive? (e.g. supplemental math labs)
7. We discussed the reporting relationship between GECCo and other entities. There is some support for having GECCo report to the Senate through the Academic Affairs Committee or even be a standing committee of the Senate. There are concerns that GECCo is not very timely in responding to course submissions. This may be an issue separate from reporting relationships. There is concern that faculty are not aware of how GECCo functions and how decisions are made.

#### Academic Support and Student Services committee (Elaine Correa, Chair)

AS&SS requested the Assessment Directors from the 4 schools and the AVP for IRPA to attend our meeting to discuss referral 09 on High Impact Practices (HIP) at CSUB. We received written feedback from Dr. Carl Kloock (NSME) since he was not able to attend the meeting. Dr. Carol Dell'Amico provided feedback for A&H and discussed some of the concerns with HIP related to assessment. Interim Associate Dean for Graduate and Undergraduate Studies, Dr. Luis Vega reiterated the available data on HIP's at CSUB. The committee did not hear back from the Assessment Director of BPA. AVP for IRPA agreed to attend but missed the meeting. SSE Assessment Director joined the meeting late with insufficient time to present. The committee discussed HIP's and identified concerns about the value of coding courses as HIP. Some members indicated that faculty who are willing to implement HIP's into their teaching will continue to do so, with or without an HIP designated to the course in Peoplesoft. For the second portion of the meeting, AS&SS joined FAC to discuss the DEI Fellows Framework with the 2 faculty leads (Dr. Sumaya and Dr. Flores). Questions were raised about the efficaciousness of creating a DEI fellow framework without first reviewing the data from the Campus Climate Survey.

#### Budget and Planning Committee (Charles Lam, Chair)

1. Referral #18 CSUB Policy on sUAS-GRaSP Update – Committee approved referral.
2. Referral #07 General Education Curriculum Committee Reporting Structure –

Committee recommends GECCo report to AAC.

3. Referral #19 DEI Faculty Fellows Exploratory Group Report – Committee finds that proposed actions need improvement, will ask Senate Executive Committee for a new referral.

#### Faculty Affairs Committee (Mandy Rees, Chair)

- We had a robust discussion of issues raised in the Diversity, Equity and Inclusion Faculty Fellows' report. Later, Taskforce Co-chairs Isabel Sumaya and Joseph Florez joined us along with the Academic Support & Student Services Committee for further discussion of the report.
- The Taskforce working on revising the criteria for Department Formation met and we heard a report.
- We assigned various committee members to research topics regarding Electronic RTP, Exceptional Service, and Assigned Time timelines.

ASCSU (M. Martinez, J. Millar)

**Academic Affairs Committee: John Tarjan/Chair, meets 10:00am via Zoom**

**Dates:** Sept 2, Sept 16, Sept 30, Oct 14, Oct 28, Dec 2, 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.			
	2020-2021 22 EEGO Course Offering - Summer Term	Carry over to 2021-2022	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.			
	2020-2021 23 MA INST Moratorium	Second Reading 10/7/21	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			
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		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		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 de & deliver HIPs, need for training guide for analysis & reporting.			
10/5/21	2021-2022 21 Proposal for Ethnic Studies ETHS 1508 and Change to ETHS Curriculum		AAC Acting as Interschool Curriculum Committee, review & respond			
10/5/21	2021-2022 24 BA Sociology Concentration Revision – Racial and Ethnic Dynamics		AAC Review rationale and impact.			

**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, Dec 2, 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			

**Faculty Affairs Committee: Mandy Rees/Chair, meets 10:00am via Zoom video conference**

**Dates:** Sept 2, Sept 16, Sept 30, Oct 14, Oct 28, Dec 2, 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		AAC, BPC, FAC The need to clarify and extend the current department formation procedures.			
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		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 Referral 14 Proposal for the Creation of Ethnic Studies Department	AAC & BPC approved. FAC carry over to 2021-2022	AAC, BPC, FAC Consider how creation of new dept. affects current RTP process for impacted faculty, and the unit's response to FAC's recommendations of May 6, 2021.			
	See next page					

**Faculty Affairs Committee: Mandy Rees/Chair, meets 10:00am via Zoom video conference**

**Dates:** Sept 2, Sept 16, Sept 30, Oct 14, Oct 28, Dec 2, 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 17 Sabbatical Application Process Improvement	Carry over to 2021-2022	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.			
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		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	2021-2022 20 Accessibility of Instructional Materials		FAC Identify owner and maintainer of textbook master list, specify policies for adopting a textbook.			
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			



**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, Dec 2, 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.			
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		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	Second Reading 10/7/21	BPC Consider whether documents submitted by GraSP are informational or need action. RES 212205 CSUB Policy on Use of sUAS – GRaSP Update			
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	First Reading 10/7/21	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			

## Committees Report Summary October 7, 2021

### Executive Committee (Melissa Danforth, Vice-Chair)

President Zelezny attended the first part of the meeting and had a productive conversation with Executive Committee (EC). EC reviewed the administrator search committee compositions with Provost Harper, including a discussion on effective search committee sizes.

The subcommittee chairs summarized the work of their subcommittees last week (see their reports). The new referral on Winter Intersession calendar change coming from BPC for the Senate agenda was discussed, and it was determined that the resolution could be placed on the Consent Agenda.

EC also discussed the following new business:

- Sociology concentration change proposal: Referred to AAC in its role as a curriculum committee
- New course proposal: Referred to AAC in its role as a curriculum committee
- Senate meeting dates: Discussed how best to rearrange Subcommittee and Senate meetings in November and December to avoid all Thursday holidays (11/11 and 11/25) and to not have any meetings during Finals Week (begins 12/8). Approved change was to cancel the 12/9 Senate meeting (overlaps with Finals Week), to have the Senate meet on 11/4 and 12/2, and to have the Subcommittees meet on 11/18. Communication on this change has already been distributed by the Senate office.
- Title change for Library position: Support letter needed. Discuss item at future EC meeting, after support letter is received.

Melissa

--

Dr. Melissa Danforth

Vice Chair, CSUB Academic Senate

Professor of Computer Science

Department of Computer & Electrical Engineering/Computer Science

California State University, Bakersfield

Website: <https://www.cs.csub.edu/~melissa/>

Academic Affairs Committee (John Tarjan, Chair)

1. We are still awaiting an updated referral from the Executive Committee on addressing structure supporting FYS and GST courses.
2. We had a lengthy discussion of issues surrounding the tracking of High Impact Practices (HIPs) in courses. A task force of committee members has been appointed to draft a resolution based upon committee discussions to date to guide subsequent discussion.
3. We sent a referral to the Executive Committee about special topics courses for clarification regarding the number of times an iteration of the course can be offered with a 770 suffix and restrictions on their use to meet program requirements.
4. We began our discussion of a draft resolution which would clarify a number of issues regarding GECCo and the GE program.
  - a. Relative responsibilities of GECCo and the Senate regarding the GE program.
  - b. Reporting relationship to the Senate, including information to be shared on a regular basis.
  - c. Addressing the perceived excessive wait times to receive feedback/decisions on course submissions.

#### Academic Support and Student Services committee (Elaine Correa, Chair)

The committee continued to discuss High Impact Practices (HIP)'s related to the concerns with coding and course information for assessment with our guests, AVP for IRPA, Dr. Monica Malhotra, and Assessment Director for SSE Dr. Michael Ault. There was significant discussion on the purpose of coding courses as HIP and the impact these changes would have for faculty in terms of workload, control over courses and teaching pedagogies, as well as the cost involved for establishing a system that works compared with other CSU's with a larger infrastructure for support. Interim Associate Dean for Graduate and Undergraduate Studies, Dr. Luis Vega reiterated the available data on HIP's at CSUB (2017 study) and identified the importance of a definition for how we determine which courses would be classified as HIP's. The committee agreed that Dr. Vega will work with Dr. Correa to draft a response to the referral for the committee to review in the next meeting. As there was not enough time to move to the carry over referral on Academic Advising Structure, the committee will review materials in preparation for addressing this referral at the next meeting.

#### Budget and Planning Committee (Charles Lam, Chair)

1. Referral #22 Summer 2022 Schedule, Extended Education and Global Outreach – Committee proposed a revised schedule, however, EEGO replied that a schedule change is ultimately not necessary. A separate change was requested on Winter Intersession, and results in Resolution 212206.
2. Referral #16 Institutional Research in Response to the WSCUC Report – Initiated discussion. Members urged to review AVP Malhotra's report. Discussion to continue.
3. BPC will focus on Budget Book ahead of Budget Forum in the next meeting.

Faculty Affairs Committee (Mandy Rees, Chair)

The Faculty Affairs Committee recently received a memo responding to its recommendations on the proposal for an Ethnic Studies Department. The committee spent their full session thoughtfully reviewing this memo and discussing a response.

ASCSU (M. Martinez, J. Millar)

DRAFT

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD  
ACADEMIC SENATE

WINTER INTERSESSION 2021-2022 CALENDAR UPDATE  
RES 212206

BPC

**RESOLVED:** That the Academic Senate of CSU, Bakersfield adopts the calendar change on Winter Intersession start date.

**RATIONALE:** By request of Extended Education and Global Outreach (EEGO), the start date of 2021-22 Winter Intersession shall start on January 3<sup>rd</sup>, 2022.

**Attachment:**

Academic Calendars Spring21 Su21 Fall21 Spring22 Su22 BPC 2021-10-04

**Distribution List:**

President

Provost and VP Academic Affairs

AVP Faculty Affairs

AVP Academic Affairs and Dean of Academic Programs

AVP Enrollment Management

School Deans

Interim Library Dean

Interim Dean Antelope Valley

Dean Extended Education and Global Outreach

Department Chairs

General Faculty

## California State University, Bakersfield Academic Calendar 2020/2021

### Fall Semester, 2020

February 17	.....	Deadline to Apply for <b>Fall 2020</b> Graduation
March 23	.....	Academic Advising for Continuing Students Begins (for Summer 2020 & Fall 2020)
April 20	.....	<b>Registration</b> for Continuing Students Begins (for Summer 2020 and Fall 2020)
April 27	.....	Academic Advising for New Students Begins (for Fall 2020)
April 27	.....	<b>Registration</b> for New Students Begins (for Fall 2020)
May 01	.....	Orientation for New Students Begins (Transfer and Freshman)
May 25	.....	Academic Advising for New Transfer Students Begins (for Fall 2021)
June 24	.....	<b>Orientation</b> for First-Time Freshmen (for Fall 2020)
June 25	.....	<b>Orientation</b> Transfer Students (for Fall 2020)
August 17	.....	<b>ALL FACULTY DUE ON CAMPUS</b>
August 24	.....	<b>First Day of Classes</b>
September 02	.....	Last Day to Add Classes
September 02	.....	Last Day to Change between Audit and Letter Grading
September 07	.....	<b>HOLIDAY</b> - Labor Day – Campus Closed
September 21	.....	Census Day
September 21	.....	Last Day to Change between Credit/No-credit and Letter Grading
September 21	.....	Last Day to Withdraw from Classes without a "W" being recorded
September 21	.....	Deadline to Apply for <b>Spring 2021</b> Graduation
September 21	.....	Deadline to apply for <b>Summer 2021</b> Graduation
October 05	.....	Academic Advising for Continuing Students Begins (for Spring 2021)
October 13	.....	Campus-wide Emergency Evacuation Day
October 26	.....	<b>Registration</b> for Continuing Students Begins (for Spring 2021)
November 02	.....	Academic Advising for New Students Begins (for Spring 2021)
November 09	.....	<b>Registration</b> for New Students Begins (for Spring 2021)
November 09	.....	Last Day to Withdraw from Classes for a Serious and Compelling Reason
November 11	.....	<b>HOLIDAY</b> - Veterans Day Observed - Campus Closed
Nov 16 - 20	.....	SOCI Week
Nov 26 - 27	.....	<b>HOLIDAY</b> - Thanksgiving - Campus Closed
December 08	.....	Last Day to Submit Completed Thesis / Dissertation
December 08	.....	<b>Last Day of Classes</b>
December 09	.....	Reading Day
December 16	.....	Fall Commencement
Dec 10 - 16	.....	Examination Period
Dec 17	.....	Evaluation Day
Dec 18 - 21	.....	Grades Due

**Winter Break: December 22, 2020 - January 20, 2021**

*In addition to our Fall Semester listed above, CSUB's **Extended Education** offers classes during **Winter Intersession**. The Intersession begins January 4, 2021 and ends January 15, 2021. **Call the Extended Education at (661) 654-2441** for detailed information regarding their course offerings and schedules.*

# California State University, Bakersfield

## Academic Calendar

### 2020/2021

#### Spring Semester, 2021

September 21 .....	Deadline to Apply for <b>Spring 2021</b> Graduation
September 21 .....	Deadline to Apply for <b>Summer 2021</b> Graduation
October 05 .....	Academic Advising for Continuing Students Begins (for Spring 2021)
October 26 .....	<b>Registration</b> for Continuing Students Begins (for Spring 2021)
November 02 .....	Academic Advising for New Students Begins (for Spring 2021)
November 09.....	Registration for New Students Begins (for Spring 2021)
January 18 .....	<b>HOLIDAY</b> - Martin Luther King, Jr. Day -Campus Closed
January 21 .....	<b>ALL FACULTY DUE ON CAMPUS</b>
January 25 .....	<b>First Day of Classes</b>
February 03.....	Last Day to Add Classes
February 03.....	Last Day to Change between Audit and Letter Grading
February 19.....	Census Day
February 19.....	Last Day to Change between Credit/No-credit and Letter Grading
February 19.....	Last Day to Withdraw from Classes without a "W" being recorded

#### **Spring Semester Break: March 29, 2021 – April 4, 2021**

March 31 .....	<b>HOLIDAY</b> - Cesar Chavez Day Observed - Campus Closed
April 01 .....	Application for <b>Fall 2021</b> Graduation Begins
April 05.....	Academic Advising for Continuing Students Begins (Summer 2021 & Fall 2021)
April 07 .....	Campus-wide Emergency Evacuation Day
April 16.....	Last Day to Withdraw from Classes for a Serious and Compelling Reason
April 26 - 30.....	SOCI Week
May 01 .....	Orientation for New Students Begins (Transfer and Freshman)
May 03 .....	<b>Registration</b> for Continuing Students Begins (Summer 2021 & Fall 2021)
May 14 .....	Last Day to Submit Completed Thesis / Dissertation
May 14 .....	<b>Last Day of Classes</b>
May 17 - 22.....	Examination Period
May 21 .....	Commencement
May 24 .....	Evaluation Day
May 25 .....	Academic Advising for New Transfer Students Begins (for Fall 2021)
May 25 - 26.....	Grades Due
May 31 .....	<b>HOLIDAY</b> - Memorial Day – Campus Closed
June 15 .....	Registration for New Transfer Students Begins (for Fall 2021)
June 17 .....	Deadline to Apply for <b>Fall 2021</b> Graduation

***THIS IS NOT TO BE CONSTRUED AS AN EMPLOYEE WORK CALENDAR***

# California State University, Bakersfield

## Academic Calendar 2021/2022

### Summer Session, 2021

#### SSI: 10-Week Session

June 01.....	<b>ALL SUMMER SESSION 1 FACULTY DUE ON CAMPUS</b>
June 01.....	<b>First Day of Classes</b>
June 01 - 07.....	Schedule Adjustment Period
June 07.....	Last Day to Add Classes
June 07.....	Last Day to Change between Audit and Letter Grading
June 07.....	Last Day of Schedule Adjustment Period (for Summer Session I)
June 15.....	<b>Registration</b> for New Transfer Students Begins (for Fall 2021)
June 17.....	Deadline to Apply for <b>Fall 2021</b> Graduation
June 17.....	Census Day
June 17.....	Last Day to Change between Credit/No-credit and Letter Grading
June 17.....	Last Day to Withdraw from Classes without a "W" being recorded
June 17.....	<b>Orientation</b> for First-Time Freshmen (for Fall 2021)
June 24.....	Academic Advising for New First Time Freshmen Students Begins (for Fall 2021)
July 05.....	<b>HOLIDAY</b> - Independence Day Observed - Campus Closed
July 12.....	Last Day to Withdraw from Classes for a Serious and Compelling Reason
July 15.....	<b>Registration</b> for New First-Time Freshmen Begins (for Fall 2021)
July 21 - 22.....	<b>Orientation</b> for First-Time Freshmen (for Fall 2021)
Aug 04 - 05.....	<b>Orientation</b> for Transfer Students (for Fall 2021)
August 05.....	<b>Last Day of Classes</b>
August 05.....	Last Day to Submit Completed Thesis/Dissertation
Aug 09 - 10.....	Examination Period
August 11.....	Evaluation Day
August 12.....	Grades Due

#### SS2: 5-Week Session

June 01.....	<b>ALL SUMMER SESSION 2 FACULTY DUE ON CAMPUS</b>
June 01.....	<b>First Day of Classes</b>
June 01 - 07.....	Schedule Adjustment Period
June 07.....	Last Day to Add Classes
June 07.....	Last Day to Change between Audit and Letter Grading
June 07.....	Last Day of Schedule Adjustment Period (for Summer Session II)
June 10.....	Census Day
June 10.....	Last Day to Change between Credit/No-credit and Letter Grading
June 10.....	Last Day to Withdraw from Classes without a "W" being recorded
June 17.....	Deadline to Apply for Fall 2021 Graduation
June 23.....	Last Day to Withdraw from Classes for a Serious and Compelling Reason
July 01.....	<b>Last Day of Classes</b>
July 05.....	<b>HOLIDAY</b> - Independence Day Observed - Campus Closed
July 06 - 07.....	Examination Period
July 08.....	Grades Due

#### SS3: 5-Week Session

July 05.....	<b>HOLIDAY</b> - Independence Day Observed - Campus Closed
July 12.....	<b>ALL SUMMER SESSION 3 FACULTY DUE ON CAMPUS</b>
July 12.....	<b>First Day of Classes</b>
July 12 - 14.....	Schedule Adjustment Period
July 19.....	Last Day to Add Classes
July 19.....	Last Day to Change between Audit and Letter Grading
July 19.....	Last Day of Schedule Adjustment Period (for Summer Session III)
July 21.....	Census Day
July 21.....	Last Day to Change between Credit/No-credit and Letter Grading
July 21.....	Last Day to Withdraw from Classes without a "W" being recorded
July 29.....	Last Day to Withdraw from Classes for a Serious and Compelling Reason
August 05.....	<b>Last Day of Classes</b>
Aug 09 - 10.....	Examination Period
August 12.....	Grades Due

**THIS IS NOT TO BE CONSTRUED AS AN EMPLOYEE WORK CALENDAR**

Approved by the Academic Senate on 8/26/21

Approved by the President 9/22/21



# California State University, Bakersfield Academic Calendar 2021/2022

## **Fall Semester, 2021**

February 19	.....	Deadline to Apply for <b>Fall 2021</b> Graduation
April 5	.....	Academic Advising for Continuing Students Begins (for Summer 2021 & Fall 2021)
May 01	.....	<b>Orientation workshop cycle for New Students Begins (Transfer and Freshman)</b>
May 03	.....	<b>Registration</b> for Continuing Students Begins (for Summer 2021 and Fall 2021)
May 25	.....	Academic Advising for New Transfer Students Begins (for Fall 2021)
June 15	.....	<b>Registration</b> for <b>New</b> Transfer Students Begins (for Fall 2021)
June 24	.....	Academic Advising for New First Time Freshman Students Begins (for Fall 2021)
July 15	.....	<b>Registration</b> for New First-Time Freshmen Begins (for Fall 2021)
August 17	.....	<b>ALL FACULTY DUE ON CAMPUS (Tuesday) (Required by Pay Period Rules)</b>
August 23	.....	<b>First Day of Classes</b>
September 01	.....	Last Day to Add Classes
September 01	.....	Last Day to Change between Audit and Letter Grading
September 06	.....	<b>HOLIDAY</b> - Labor Day – Campus Closed
September 20	.....	Census Day
September 20	.....	Last Day to Change between Credit/No-credit and Letter Grading
September 20	.....	Last Day to Withdraw from Classes without a "W" being recorded
October 13	.....	Campus-wide Emergency Evacuation Day
October 18	.....	Academic Advising for Continuing Students Begins (for Spring 2022)
November 01	.....	Deadline to Apply for <b>Spring 2022</b> Graduation
November 01	.....	Deadline to Apply for Summer 2022 Graduation
November 08	.....	<b>Registration</b> for Continuing Students Begins (for Spring 2022)
November 08	.....	Last Day to Withdraw from Classes for a Serious and Compelling Reason
November 11	.....	<b>HOLIDAY</b> - Veterans Day Observed - Campus Closed
November 15	.....	Academic Advising for New Students Begins (for Spring 2022)
Nov 15 – 19	.....	SOCI Week
November 22	.....	<b>Registration</b> for New Students Begins (for Spring 2022)
Nov 25 - 26	.....	<b>HOLIDAY</b> - Thanksgiving - Campus Closed
December 07	.....	Last Day to Submit Completed Thesis / Dissertation
December 07	.....	<b>Last Day of Classes</b>
Dec 08 - 14	.....	Examination Period
Dec 15	.....	Evaluation Day
Dec 16 - 17	.....	Grades Due
December 17	.....	Commencement

**Winter Break: December 20, 2021 - January 21, 2022**

*In addition to our Fall Semester listed above, CSUB's **Extended Education** offers classes during **Winter Intersession**. The Intersession begins January 3, 2022 and ends January 21, 2022. **Call the Extended Education at (661) 654-2441** for detailed information regarding their course offerings and schedules.*

**THIS IS NOT TO BE CONSIDERED AS AN EMPLOYEE WORK CALENDAR**

Approved by the Academic Senate September 9, 2021  
Approved by the President September 22, 2021

# California State University, Bakersfield

## Academic Calendar

### 2021/2022

#### **Spring Semester, 2022**

October 18.....	Academic Advising for Continuing Students Begins (for Spring 2022)
November 01.....	Deadline to Apply for <b>Spring 2022</b> Graduation
November 01.....	Deadline to Apply for <b>Summer 2022</b> Graduation
November 08.....	<b>Registration</b> for Continuing Students Begins (for Spring 2022)
November 15.....	Academic Advising for New Students Begins (for Spring 2022)
November 22.....	<b>Registration</b> for New Students Begins (for Spring 2022)
January 17.....	<b>HOLIDAY</b> - Martin Luther King, Jr. Day - Campus Closed
January 20.....	<b>ALL FACULTY DUE ON CAMPUS (Thursday)</b>
January 24.....	<b>First Day of Classes</b>
February 02.....	Last Day to Add Classes
February 02.....	Last Day to Change between Audit and Letter Grading
February 18.....	Census Day
February 18.....	Last Day to Change between Credit/No-credit and Letter Grading
February 18.....	Last Day to Withdraw from Classes without a "W" being recorded
March 21.....	Academic Advising for Continuing Students Begins (for Summer 2022 & Fall 2022)
March 31.....	<b>HOLIDAY</b> - Cesar Chavez Day Observed - Campus Closed
April 05.....	Campus-wide Emergency Evacuation Day

#### **Spring Semester Break: April 10, 2022 – April 17, 2022 (Easter April 17, 2022)**

April 18.....	<b>Registration</b> for Continuing Students Begins (for Summer 2022 & Fall 2022)
April 22.....	Last Day to Withdraw from Classes for a Serious and Compelling Reason
April 25 - 29.....	SOCI Week
May 01.....	<b>Orientation workshop cycle for New Students Begins (Transfer and Freshman)</b>
May 01.....	Deadline to Apply for Fall 2022 Graduation
May 13.....	Last Day to Submit Completed Thesis / Dissertation
May 13.....	<b>Last Day of Classes</b>
May 14 - 20.....	Examination Period
May 20.....	Commencement
May 23.....	Evaluation Day
May 24 - 25.....	Grades Due
May 25.....	Academic Advising for New Transfer Students Begins (for Fall 2022)
May 30.....	<b>HOLIDAY</b> - Memorial Day – Campus Closed

***THIS IS NOT TO BE CONSIDERED AS AN EMPLOYEE WORK CALENDAR***

Approved by the Academic Senate September 9, 2021

Approved by the President September 22, 2021

# California State University, Bakersfield Academic Calendar 2021/2022

## Summer Session, 2022

### SSI: 10-Week Session

May 01	.....	<b>Orientation</b> for New Students Begin (Fall 2022)
May 25	.....	Academic Advising for New Transfer Students Begins (for Fall 2022)
May 31	.....	<b>ALL SUMMER SESSION 1 FACULTY DUE ON CAMPUS</b>
May 31	.....	<b>First Day of Classes</b>
May 31 - June 06	.....	Schedule Adjustment Period
June 01	.....	Academic Advising for New First Time Freshman Students Begins (for Fall 2022)
June 06	.....	Last Day to Add Classes
June 06	.....	Last Day to Change between Audit and Letter Grading
June 06	.....	<b>Registration</b> for Transfer Students Begins (for Fall 2022)
June 16	.....	Census Day
June 16	.....	Last Day to Change between Credit/No-credit and Letter Grading
June 16	.....	Last Day to Withdraw from Classes without a "W" being recorded
July 04	.....	<b>HOLIDAY</b> - Independence Day - Campus Closed
July 11	.....	Last Day to Withdraw from Classes for a Serious and Compelling Reason;
July 15	.....	<b>Registration</b> for First-Time Freshmen Begins (for Fall 2022)
August 04	.....	<b>Last Day of Classes</b>
August 04	.....	Last Day to Submit Completed Thesis/Dissertation
Aug 08 - 09	.....	Examination Period
August 10	.....	Evaluation Day
August 11	.....	Grades Due

### SS2: 5-Week Session

May 31	.....	<b>ALL SUMMER SESSION 2 FACULTY DUE ON CAMPUS</b>
May 31	.....	<b>First Day of Classes</b>
May 31 - June 06	.....	Schedule Adjustment Period
June 06	.....	Last Day to Add Classes
June 06	.....	Last Day to Change between Audit and Letter Grading
June 06	.....	Last Day of Schedule Adjustment Period (for Summer Session II)
June 09	.....	Census Day
June 09	.....	Last Day to Change between Credit/No-credit and Letter Grading
June 09	.....	Last Day to Withdraw from Classes without a "W" being recorded
June 22	.....	Last Day to Withdraw from Classes for a Serious and Compelling Reason
June 30	.....	<b>Last Day of Classes</b>
July 04	.....	<b>HOLIDAY</b> - Independence Day - Campus Closed
July 05 - 06	.....	Examination Period
July 07	.....	Grades Due

### SS3: 5-Week Session

July 04	.....	<b>HOLIDAY</b> - Independence Day - Campus Closed
July 11	.....	<b>ALL SUMMER SESSION 3 FACULTY DUE ON CAMPUS</b>
July 11	.....	<b>First Day of Classes</b>
July 11 - 13	.....	Schedule Adjustment Period
July 18	.....	Last Day to Add Classes
July 18	.....	Last Day to Change between Audit and Letter Grading
July 18	.....	Last Day of Schedule Adjustment Period (for Summer Session III)
July 20	.....	Census Day
July 20	.....	Last Day to Change between Credit/No-credit and Letter Grading
July 20	.....	Last Day to Withdraw from Classes without a "W" being recorded
July 28	.....	Last Day to Withdraw from Classes for a Serious and Compelling Reason
August 04	.....	<b>Last Day of Classes</b>
August 08 - 09	.....	Examination Period
August 11	.....	Grades Due

**THIS IS NOT TO BE CONSIDERED AS AN EMPLOYEE WORK CALENDAR**

Approved by the Academic Senate September 9, 2021

Approved by the President September 22, 2021

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD  
ACADEMIC SENATE

AAC

**Moratorium of the MA in Interdisciplinary Studies**

RES 212204

**RESOLVED:** That the MA in Interdisciplinary Studies be placed on moratorium.

**RATIONALE:** The Director of Interdisciplinary Studies Program has requested that its MA degree program be placed on moratorium until it can be revised and reinstated in a form that better serves students. The campus community was given opportunity to comment and no objections have been received.

**DISTRIBUTION:**

AVP for Academic Programs

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD  
ACADEMIC SENATE

CSUB POLICY ON USE OF sUAS -GRaSP UPDATE  
RES 212205

BPC

**RESOLVED:** That the Academic Senate of CSU, Bakersfield adopts the updated policy on use of Small Unmanned Aircraft Systems (sUAS).

**RATIONALE:** The Budget and Planning Committee has reviewed the updated CSUB Policy on Use of Small Unmanned Aircraft Systems (sUAS) and recommends the adoption of the policy.

**Attachment:**

Policy on the Use of Small Unmanned Aircraft Systems (sUAS)  
Processes and Procedures for the Use of Small Unmanned Aircraft Systems (sUAS)  
under Title 14 of the Code of Federal Regulations (14 CFR) Part 107

**Distribution List:**

President  
AVP Faculty Affairs  
AVP Academic Affairs and Dean of Academic Programs  
AVP Enrollment Management  
School Deans  
Interim Library Dean  
Interim Dean Antelope Valley  
Dean Extended Education and Global Outreach  
Department Chairs  
General Faculty

# CALIFORNIA STATE UNIVERSITY BAKERSFIELD

---

## Policy on the Use of Small Unmanned Aircraft Systems (sUAS)

---

### I. Purpose

The purpose of this policy is to provide guidance on the appropriate use of Small Unmanned Aircraft Systems (sUAS) at the California State University Bakersfield (CSUB).

### II. Statement of Policy

It is the policy of the California State University, Bakersfield, that all activities involving the use of sUAS shall be conducted in compliance with applicable federal, state, and local laws, statutes, and regulations, and in compliance with other relevant university policies and procedures.

### III. Statement of Requirements

- A. This policy establishes guidelines for the appropriate use of sUAS (see Appendix 1 for aircraft definitions and use restrictions) at CSUB, and is applicable to all faculty, staff, university volunteers, visitors, and students.
- B. Authorized sUAS activities by CSUB fall into two broad categories: Public Use and Civil Use. Auxiliaries are not considered part of the State government and, therefore, any sUAS activity by an auxiliary organization would be categorized as a civil use.
- C. All sUAS owned by CSUB will be operated under the authorization of the FAA. This authorization will be as prescribed in Title 14 CFR Part 107 for civil aircrafts, or as prescribed by a Public Use **COA** for a public aircraft, and will be limited to a specific location and will outline the conditions, parameters, and limitations of flight operations.
- D. A UAS Review Board (UASRB) established by the President shall review and approve campus requests for authorization for the use sUAS at CSUB. The Board is composed of the following:
  - RESEARCH ADMINISTRATION: the Associate Vice President for Grants, Research & Sponsored Programs and Chief Research officer or designee (*chair, ex officio*),
  - SECURITY: the campus Police Chief or designee,
  - SAFETY & RISK MANAGEMENT: the Director of Safety & Risk Management, or designee,

- ACADEMIC AFFAIRS: a School Dean,
  - UAS RESEARCH EXPERTISE: two faculty members (and an alternate if the faculty representative has to recuse themselves) who are familiar with the use of UAS's for research purposes,
  - PUBLIC AFFAIRS AND COMMUNICATIONS: a representative from the Office of Public Affairs and Communications (PAC).
- E. The Board's duties are to (1) develop internal policies, processes, and procedures needed to obtain authorization for the use of sUAS by CSUB faculty, staff, students, volunteers, and visitors; (2) review and approve internal requests for authorization; and (3) monitor the use of sUAS by CSUB personnel to ensure that CSUB complies with all applicable local, state, and federal rules, regulations, statutes, and laws.
- F. Any CSUB personnel (CSUB faculty, staff, students, volunteers, or visitors) seeking authorization to operate a **civil** sUAS, as a remote pilot in command (PIC) under part 107, must first obtain a remote pilot certificate with an sUAS rating issued by the FAA.
- G. Prior to the deployment of a **public** sUAS by CSUB faculty, staff, students, volunteers, or visitors, operators must have a CSUB approved Flight Operations Plan and a Certificate of Authorization from the FAA (see Appendix II). In order to obtain a Flight Operations Plan, operators submit a Flight Operations Proposal to the Board. The approved Flight Operations Proposal serves as the Flight Operations Plan.
- H. UAS liability insurance is mandatory for all sUAS activity by CSUB personnel and all operations of UAS on CUSB owned property. The Office of Safety and Risk Management will certify that each operation has the appropriate insurance coverage.
- I. Every authorized aircraft in an sUAS operated on CSUB campus, or used for a CSUB supported activity, must be registered with the FAA Aircraft Registration Branch and with the Office of Grants, Research, and Sponsored Programs (GRaSP). Registration with the FAA is a statutory requirement for all sUA: Title 49 §§ 44101 – 44104, and 14 CFR part 47 or part 48.
- J. Individuals that intend to use an sUAS for university activities and/or on university property, shall submit a written application to GRaSP at least thirty (30) days prior to the date of the first intended use. Any substantial change to the proposed activities (e.g., change in type of aircraft, location, or activities conducted) require additional notification. GRaSP will provide the University Police Department (UPD) and the Office of Safety and Risk Management with a copy of each registration application processed.
- K. In addition to Requirements F to J, persons wishing to operate sUAS on CSUB property must contact the University Police Department at least three days in advance of the desired flight time and provide the following: proof of any required FAA permit, proof of any required Caltrans requirements, proof of required insurance, and a detailed flight plan to include specific time and specific location. All

approved requests for sUAS flights will be for a specific time and a specific location to ensure that multiple sUAS are not sharing airspace.

- L. Flights approved on University property are restricted to uses that (1) meet the University's educational and research mission, and (2) serve the University's community engagement needs, as determined by University officials, including University Police. Media outlets wishing to use sUAS on campus may wish to contact the University Office of Public Affairs and Communications for assistance in obtaining approval.
- M. Operating an sUAS on CSUB campus, or as part of a CSUB supported activity, without appropriate authorization violates this policy and may result in administrative action, including disciplinary actions in accordance with the collective bargaining agreement applicable to the violator. Users of sUAS may be asked to stop the sUAS flight or leave University property if they do not comply with this policy or are otherwise engaging in conduct that is considered harmful or dangerous to the University or persons on University property. Such conduct may include but is not limited to violations of the regulations established by the Caltrans Division of Aeronautics (<http://www.dot.ca.gov/aeronaut/uas.html>) and the FAA and provided in this policy.
- N. This policy prohibits the unlawful photography and surveillance on property owned by CSUB. An sUAS or Model Aircraft may not be used to monitor or record activities where there is a *reasonable expectation of privacy*, unless approved by the Board in advance.
- O. Under FAA guidelines, Temporary Flight Restrictions (TFR) may be implemented on university property or at any university sponsored event, which prohibit any type of sUAS operations from taking place (e.g., university sporting events). As needed, the President may issue additional No Drone Zones on university property or at any university sponsored event, which prohibit any type of sUAS operations from taking place.
- P. Any individual or organization found to be operating a sUAS on university property or at a university sponsored event in violation of their FAA-approved status, or any federal, state, and local laws or regulations, or in violation of applicable university policies, may be directed by an Officer of the University Police Department, or other authorized university representatives, to cease operation of the sUAS immediately unless or until an approval of the flight operation or activity is obtained. Violations by university personnel or groups will be treated as appropriate (Section I). Violations by non-CSUB persons or groups will be treated as appropriate by the University Police Department.
- Q. The operation of sUAS by the University Police Department may be exempted from this policy based on the determination of emergency needs. The UPD will follow internal Department protocols during such operations.



#### IV. Statement of Procedures

CSUB personnel planning to use sUAS for teaching, research, or any other valid purpose will first submit an application for authorization to the Board. Authorization for research purposes should be sought prior to the submission of any proposal or the acceptance of any award for each project that necessitates the use of an sUAS. Deliberations and recommendations by the Review Board will consider and conform with all other applicable University policies and review procedures including, but not necessarily limited to, the Institutional Review Board (*e.g.*, for human subjects protection), the Institutional Animal Care and Use Committee (*e.g.* for the protection of research animal subjects), the Office of Grants, Research, and Sponsored Programs (for export controls and trade sanctions), and the Extended University (*i.e.*, for overseeing activity abroad). The Review Board shall meet at least once in a semester and will consider all requests for authorization to ensure full compliance with applicable state and federal laws and regulations, and prior to requesting public declaration letters from the CSU Office of the General Counsel (OGC) for Public Use COA. Each Public Use COA application to the FAA will be accompanied by a public declaration. Deployment of a public use sUAS by CSUB personnel will only take place subsequent to FAA approval of a COA. All civil sUAS deployment will comply with Title 14 CFR part 107. Detailed information on processes and procedures for the appropriate use of sUAS at CSUB are provided in the *Procedures for the Use of Small Unmanned Aircraft Systems (sUAS) at the California State University Bakersfield (CSUB)*.

#### References

FAA *Modernization and Reform Act of 2012 (Public Law 112-95)*; Title 49 §§ 44101 – 44104

FAA *Operation and Certification of Small Unmanned Aircraft Systems; Final Rule*. 14 CFR Parts 21, 43, 61, et al., Federal Register Vol. 81, #124, June 28, 2016.

Office of the Chancellor - *Campus Guidelines for Applying for a Certificate of Authorization (COA) from the FAA*.

The Ohio State University, *Unmanned Aircraft Systems*.

<http://oaa.osu.edu/assets/files/Service%20Center/Forms/Fiscal/UAS/Unmanned-Aircraft-Systems-Policy.pdf>

**APPENDIX I: Terms and Definitions**

- A. **Aircraft:** 49 U.S.C. § 40102(a)(6) defines an “aircraft” as “any contrivance invented, used, or designed to navigate or fly in the air.” The Federal Aviation Administration’s (FAA’s) regulations (14 C.F.R. § 1.1) similarly define an “aircraft” as “a device that is used or intended to be used for flight in the air.”
- B. **Certificate of Waiver; Certificate of Authorization (COA):** The terms “certificate of waiver” and “certificate of authorization” mean a Federal Aviation Administration grant of approval for a specific flight operation. A Public Use COA is granted to a public agency or organization to operate a specific aircraft for a specific purpose in a specific location. A Public Use COA is only issued after the process of determining public status, government use, and an operational and technical review.
- C. **Model Aircraft:** A *small unmanned aircraft* that is flown for hobby or recreation purposes, per section 336(c) of the FAA Modernization and Reform Act of 2012, capable of sustained flight in the atmosphere, and flown within visual line of sight of the aircraft operator. FAA approval is not required for the operation of a model aircraft.
- D. **Public and Civil Aircrafts:** The Federal Aviation Administration (FAA) classifies all aircraft as belonging to one of two categories: public or civil. A *public aircraft* is one owned and operated by the United States government or the government of a state, the District of Columbia, or a territory or possession of the U. S. or a political subdivision. Any aircraft that does not meet the definition of a public aircraft is considered a *civil aircraft*. Any UAS use requires FAA approval.
- E. **Public Declaration.** A public declaration letter is a document issued by the OGC certifying that: (1) an applicant for a COA is a part of the State government; (2) the UAS is a "public aircraft"; (3) the UAS will be used for a "governmental function"; and, (4) the UAS will not be used for "commercial purposes."
- F. **Reasonable Expectation of Privacy.** Locations where there is an objective expectation of privacy. Examples include but are not limited to restrooms, locker rooms, residence halls, health treatment and medical facilities, and camps or campus settings where minors are cared for or taught.
- G. **Section 333 Exemption.** An FAA exemption under Section 333 of The Modernization and Reform Act of 2012 (Public Law 112-95) which grants an individual or entity the ability to operate a UAS for civil and non-governmental purposes and activities, other than recreational or hobbyist activity.
- H. **Small Unmanned Aircraft (sUA).** – The term “small unmanned aircraft” means an unmanned aircraft weighing less than 55 pounds.
- I. **Unmanned Aircraft (UA):** Unmanned aircraft is an aircraft operated without the possibility of direct human intervention from within or on the aircraft. This proposed definition is consistent with the definition of “unmanned aircraft” specified in Public Law 112–95.
- J. **Unmanned Aircraft System (UAS):** The term “unmanned aircraft system” means an unmanned aircraft and associated elements (including communication links and the

components that control the unmanned aircraft) that are required for the pilot in command to operate safely and efficiently in the national airspace system. A UAS is the unmanned aircraft (UA) and all of the associated support equipment, control station, data links, telemetry, communications and navigation equipment, etc., necessary to operate the unmanned aircraft.

- K. *Remote ID* is the ability of a drone in flight to provide identification and location information that can be received by other parties.

## **APPENDIX II:                      FAA Requirements**

The FAA requires public entities, such as the CSU, that wish to submit a public use COA application to provide a *public declaration letter* certifying that the entity and its proposed UAS operation are eligible to apply for a COA. In the public declaration letter, the CSU Office of General Counsel (OGC) is required to certify that: **(1)** the applicant is a part of the State government; **(2)** the UAS is a "public aircraft"; **(3)** the UAS will be used for a "governmental function"; and, **(4)** the UAS will not be used for "commercial purposes."

### **Acronyms:**

AMA: Academy of Model Aeronautics  
 COA: Certificate of Authorization  
 EAR: Export Administration Regulations  
 FAA: Federal Aviation Administration  
 ITAR: International Traffic in Arms Regulations  
 OGC: Office of General Counsel  
 UAS: Unmanned Aircraft System  
 sUAS: Small Unmanned Aerial System  
     UA: Unmanned Aircraft  
 UAV: Unmanned Aerial Vehicle

### **REFERENCES:**

- FAA Unmanned Aircraft Systems Home Page, (<http://www.faa.gov/uas/>) May 6, 2015
- Advisory Circular 00-1.1A, Public Aircraft Operations, ([http://www.faa.gov/regulations\\_policies/advisory\\_circulars/index.cfm/go/document.information/documentID/1023366](http://www.faa.gov/regulations_policies/advisory_circulars/index.cfm/go/document.information/documentID/1023366)) February 12, 2014
- Clarification of June 13, 2014 Interpretation on Research Using UAS (PDF), ([http://www.faa.gov/about/office\\_org/headquarters\\_offices/agc/pol\\_adjudication/agc200/interpretations/data/interps/2014/williams-afs-80%20clarification%20-%20%282014%29%20legal%20interpretation.pdf](http://www.faa.gov/about/office_org/headquarters_offices/agc/pol_adjudication/agc200/interpretations/data/interps/2014/williams-afs-80%20clarification%20-%20%282014%29%20legal%20interpretation.pdf)) July 3, 2014
- UAS Operations by Public Universities for Aeronautical Research (PDF), ([http://www.faa.gov/about/office\\_org/headquarters\\_offices/agc/pol\\_adjudication/agc200/interpret](http://www.faa.gov/about/office_org/headquarters_offices/agc/pol_adjudication/agc200/interpret)

[ations/data/interps/2014/williams-afs-80%20-%20%282014%29%20legal%20interpretation.pdf](#) )  
June 13, 2014

- Letter to COA Holders – Statutory Requirement to Register UAS (PDF), ([http://www.faa.gov/uas/regulations\\_policies/media/Registration\\_letter.pdf](http://www.faa.gov/uas/regulations_policies/media/Registration_letter.pdf) ) November 5, 2014
- Certificate of Authorization or Waiver (COA), ATO UAS description of the COA process, ([http://www.faa.gov/about/office\\_org/headquarters\\_offices/ato/service\\_units/systemops/aaim/organizations/uas/coa/](http://www.faa.gov/about/office_org/headquarters_offices/ato/service_units/systemops/aaim/organizations/uas/coa/) ) November 14, 2014
- Publicly Released COAs, ([http://www.faa.gov/uas/public\\_operations/foia\\_responses/](http://www.faa.gov/uas/public_operations/foia_responses/) ) February 25, 2015
- Federal Aviation Administration Unmanned Aircraft Systems fact page, ([http://www.faa.gov/news/fact\\_sheets/news\\_story.cfm?newsId=14153](http://www.faa.gov/news/fact_sheets/news_story.cfm?newsId=14153) ) January 6, 2014
- National Oceanic and Atmospheric Administration, Unmanned Aircraft Program (<http://uas.noaa.gov/> )
- FAA Model Aircraft rules, [http://www.faa.gov/uas/media/model\\_aircraft\\_spec\\_rule.pdf](http://www.faa.gov/uas/media/model_aircraft_spec_rule.pdf)
- Operations Over People, [Operations Over People General Overview \(faa.gov\)](#) April 21, 2021
- UAS Remote Identification, [UAS Remote Identification Overview \(faa.gov\)](#) April 21, 2021



CSU Bakersfield

---

## Processes and Procedures for the Use of Small Unmanned Aircraft Systems (sUAS) under Title 14 of the Code of Federal Regulations (14 CFR) Part 107

---

The Federal Aviation Administration (FAA) has jurisdiction over all navigable airspace in the United States and is responsible for ensuring the safe and efficient oversight and management of the national airspace system (NAS). All aircraft, whether manned or unmanned, are subject to FAA rules and regulations, and violations carry severe federal penalties. The FAA rule established in 14 CFR part 107, integrates civil small Unmanned Aircraft Systems (sUAS) into the NAS and allows sUAS operations for many different non-hobby and non-recreational purposes without requiring airworthiness certification, exemption, or a Certificate of Waiver or Authorization (COA).

The **CSUB Unmanned Aircraft Systems Review Board (UASRB)** is charged with the responsibility of (1) developing internal policies, processes, and procedures needed to obtain authorization for the use of sUAS on University property, and for other university-related purposes off campus; (2) reviewing and approving of internal requests for the use of sUAS; and (3) monitoring the use of sUAS by CSUB personnel to ensure that CSUB complies with all applicable local, state, and federal rules, regulations, statutes, and laws.

### Application Procedure

The UASRB has established the following simplified processes and procedures to guide CSUB personnel who propose to develop and/or use a sUAS at CSUB. The following step-by-step process is designed to enable users to access the relevant materials and submit required documents needed for permission to use a sUAS:

## STEP BY STEP GUIDE TO OPERATING SMALL UNMANNED AIRCRAFT SYSTEMS ON CSUB CAMPUS UNDER 14 CFR PART 107

1. [Read the Summary of the Small UAS Rule \(Summary of Small Unmanned Aircraft Rule-Part 107\)](#), Subpart B: [Operation of Small Unmanned Aircraft Systems Over People](#), & [Remote Identification of Unmanned Aircraft](#).

2. To become a certified UAS Pilot, enroll in the initial [Become a Drone Pilot \(faa.gov\)](#).
3. Drone equipment must be registered with the FAA. [Register your sUAS](#) .
4. Drone equipment must also be registered with CSUB Grants, Research, and Sponsored Programs Office. Complete the [CSUB sUAS Registration Form \(allow 10 business days for processing\)](#).
5. Obtain Liability Insurance - Contact the Director of Safety & Risk Management for Instructions - [sUAS Liability Insurance](#).
6. Submit a Flight Request- [CSUB sUAS Flight Request Form \(please allow 10 business days for processing\)](#).
7. Download the [B4UFLY Smartphone App \(Alerts UAS operators of restrictions or requirements at the location where they want to fly\)](#).
8. Following each approved flight, Submit a Flight Report- [CSUB sUAS Post-Flight Reporting Form](#).

### **Maintenance and Storage of Equipment and Instrumentation**

All sUAS must be registered with the Office of Grants, Research, and Sponsored Programs.

The physical maintenance, storage and preparation of UASs operated and owned by CSUB will be the responsibility of the relevant unit or academic program area. Direct responsibility rests first with the remote pilot in command (PIC), and then with the faculty, staff, student researchers, or volunteers, named in the Flight Operations Plan.

Aside from any fixed, onboard systems (i.e., temperature loggers, GPS, barometers, navigation cameras), the maintenance (including calibration) of any sensor instrumentation is the responsibility of the PIC or faculty who filed the Flight Operations Plan.

### **Registration and Document Retention**

All authorized aircraft in a UAS on CSUB campus must be registered with the Office Grants, Research, and Sponsored Programs, and with the FAA Aircraft Registration Branch. Registration with the FAA is a statutory requirement (See Title 49 §§ 44101 – 44104, and 14 CFR part 47).

All sUAS on campus should be registered with the Office of Grants, Research, & Sponsored Programs. This applies to both existing UASs and any new UAS purchases being contemplated. All new UAS systems and system component acquisitions should be processed via requisitions

(P-card purchases are not appropriate) and registered with the Office of Grants, Research, & Sponsored Programs upon receipt.

### **Data Storage and Use**

The Provost or designee may review and modify assignment of responsibilities for the maintenance and storage of sUAS and other related equipment, as needed. Any university-owned UAS and related support equipment will be stored in appropriate facilities designated in the approved Flight Operations Plan.

*CSUB Policy on the Use of Unmanned Aircraft Systems (UAS)* prohibits the unlawful photography and surveillance on public or private property. As such, the PIC for a project will perform due diligence to ensure proper use of the data as specified by this procedure and by local, state, and federal regulations. This includes data review by an individual designated by the remote PIC to eliminate sensitive, compromising, or otherwise inappropriate material (e.g. attributes that identify individuals such as, but not limited to, recognizable faces, license plate numbers on vehicles, etc.) before data are distributed for analysis, stored on a server with broader access, or made public in any way. When a UAS is operated in conjunction with a partner agency (e.g., County, State, Federal or NGO), and the agency has first access to the data, the agency will perform the prescribed due diligence.

### **Compliance with Applicable Regulations and Law**

The UASRB and sUAS operator (PIC) are responsible for compliance with all relevant FAA regulations. The operator and all relevant campus entities (including Departments, Schools, Administrative units) should ensure that the proposed UAS operations

- Comply with applicable laws, government regulations, and University policies,
- Do not pose a threat to health, safety, privacy, or the environment,
- Include appropriate steps to manage and mitigate associated risks, and
- Serve the mission of the University and interests of the public at large.

### **Report of Accidents**

All accidents that result in vehicle repair, property damage or injury must be documented in operations logs for each UAS. Accidents involving injury and/or property damage (excluding the UAS) must be reported to the UASRB within 24 hours of the incident.

The remote pilot of a small UAS is required to report an accident to the FAA within 10 days if the accident results (a) in serious injury to any person or in any loss of consciousness, AND/OR (b) damage to any property, other than the UAS, if the cost is greater than \$500 to repair or replace the property (whichever is lower).

Contact for *Office of Grants, Research, and Sponsored Programs*: *Gwen Parnell, Research Compliance Analyst*, [gparnell@csub.edu](mailto:gparnell@csub.edu) (661) 654-6712