

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE
AGENDA

Thursday, February 7, 2019
Health Center Conference Room
10:00 a.m. – 11:30 a.m.

- 1) Call to Order
- 2) Approval of Minutes
- 3) Announcements and Information
General Faculty Meeting – February 11, 11:30-1:00, Stockdale Room
Elections and Appointments
- 4) Approval of Agenda
- 5) ASCSU Report
- 6) Interim Provost Report (handout)
- 7) Committee and Report Requests
(Minutes from [AAC](#), [AS&SS](#), [BPC](#) and [FAC](#) are posted on the Academic Senate Webpage)
 - a) Executive Committee (A. Hegde)
 - b) Academic Affairs Committee (M. Danforth)
 - c) Academic Support & Student Services Committee (E. Correa)
 - d) Budget & Planning Committee (B. Street)
 - e) Faculty Affairs Committee (M. Rush)
 - f) Staff Report (K. Ziegler-Lopez)
 - g) ASI Report (A. Schmidt)
- 8) Resolutions – (Time Certain 10:45 a.m.)
 - a) Consent Agenda
 - b) Old Business
 - i) RES 181905– Role of Ombudsperson in Dispute Resolution * Second Reading
 - c) New Business
 - i) RES 181907 Academic Calendars First Reading
 - ii) RES 181908 WASC Senior College and University Commission (WSCUC) Institutional Report First Reading

9) Open Forum Items **(Time Certain 11:15)**

10) Adjournment

* Changes to the Handbook

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CALIFORNIA STATE UNIVERSITY, BAKERSFIELD

ACADEMIC SENATE

Minutes

Thursday, January 24, 2019

Health Center Conference Room

10:00 a.m. – 11:30 a.m.

Members: D. Boschini (Chair), A. Hegde (Vice Chair), E. Correa, M. Danforth, B. Frakes, R. Gearhart, I. Kasselstrand, C. Lam (Alt), A. Lauer, Y. Lee, M. Martinez, J. Millar, M. Rees, M. Rush, L. Sakomoto, A. Schmidt, M. Slaughter, B. Street, K. Szick, J. Tarjan, D. Zhou, K. Ziegler-Lopez, V. Harper

Visitors: D. Schecter, F. Gorham, K. Krishnan, D. Jackson, J. Drnek, L. Zuzarte, J. McCune, J. Lorta

1) Call to Order

Debbie Boschini called the meeting to order.

2) Approval of Minutes

All were in favor of approving the Minutes of November 29, 2018.

3) Announcements and Information

General Faculty Meeting – February 11, 11:30-1:00, Stockdale Room, sponsored by the Interim Provost. He will be addressing the General Faculty Meeting and take Q & A. WSCUC Institutional Report: Draft #3 was emailed to campus last week, for review. There were eight areas the Institution has identified as challenges. He has been working with the executive team on developing responses on how to address financial transparency, student learning outcomes, student success, etc. D. Boschini said that there were very few edit changes from Draft #2 to Draft #3. There was some discussion about having the Senate endorse it by way of a resolution before release. WASC has to submit the Institutional Report by February 10. Since the next Senate meeting is February 7, there would be an opportunity for only the First Reading. D. Boschini asked the Senate for their comments on how it is to participate in this review process. A. Hegde suggested to waive the First Reading. D. Boschini acknowledged that it's important to consider, and then have input. Since this is the first week of school, it's likely that the Institutional Report Draft #3 has not been read. The absolute final draft needs to be complete by the time the resolution is put on the February 4, Senate Agenda. Submit feedback by Tuesday January 29, 2019 by 08:00 so it can put before the EC. A reasonable plan is for the EC to review the Institutional

Report on January 29, approve the final draft by February 4 and then present to the Senate February 7, 2019.

Elections and Appointments were announced by A. Hegde:

New Senate members introduced: M. Rees, A. Jacobsen, and V. Harper

Call for Faculty Director of the General Education Curriculum Committee (GECCo) ends January 30, 5:00 p.m.

Call for Nominations to the Search Committee for Associate VP Enrollment Management ends January 31, 5:00 p.m.

Calls for Administrative Review Committee Deans of A&H, BPA, NSME, SSE, and AV to be announced next week.

4) Approval of Agenda

M. Rush motioned to approve the Agenda. A. Jacobsen seconded. Approved.

5) ASCSU Report

J. Tarjan read the [Report from the ASCSU, January 17-18, 2019](#) from Janet Millar and him. Future funding may be tied to the Graduation Initiative 2025 progress. The current interpretation and implementation of EOs seem at odds with the goal espoused from the original task force. There has been discussion of getting rid of GE. CSUB does all the things that the initiative asks for, although the message we're getting is that we have not. Three recommendations for Faculty Trustee appointment went forward to the Governor's Office, including J. Tarjan's name. J. Millar reported that the CSU Academic Affairs Committee (AAC) discussed software, Course Hero. The purpose is for students to access course notes, but students have been uploading syllabi, study guides, and faculty's original documents. AAC aims to create a resolution to have the CO more involved in encouraging campuses' Students Rights and Responsibility (SRR) better understanding of academic dishonesty and plagiarism. A. Schmidt informed the group that Course Hero is a way for students to make electronic flashcards. Are we taking away a method that works for students? J. Millar said the issue has to do with protecting faculty intellectual property. It's not about what a student has made. It's about posting professor's research and quotes as the student's own and passing it along in a way that others can use it without the professor's permission. D. Boschini closed by saying it takes academic dishonesty far. For example, nursing book test banks are already on Quizlet. At some point, if one is using flashcards on Quizlet, it's potentially equivalent to having access to the test bank and test questions in advance. That is the definition of cheating. It's creating additional workload for faculty who have to build extra test questions. When students are limited to studying the material, their grades went down dramatically and they complained that professors increased grading difficulty mid-semester. Further, those students are affecting faculty SOCs. D. Boschini thanked the

ASCSU representatives for their work and the fine reporting. V. Harper responded to J. Tarjan's comments on the EO, and made commendations to the Math Department and others. The initial data from the CO shows that the students in the revised courses are performing markedly better compared to prior years. It's entirely due to faculty's work to restructure courses and provide support to the students entering the university and gets them on their pathway. He commends faculty for their work.

6) Interim Provost Report

D. Boschini expressed her gratitude for V. Harper accepting the position under difficult circumstances. She has already met with V. Harper, D. Schechter, K. Knutzen, and the people working behind the scenes to keep things running smoothly. There's already time set for them to attend the standing committee meetings. Because there will be much information going out to the committees, it's important the members attend their standing committees. V. Harper expressed his respect for the Senate. He emphasized his gratitude for all the work former Provost Zorn had done for the university to get us at this point and for him, personally. He outlined the steps for the Institutional Report as reported on the website and in numerous emails. V. Harper stated that the information from the Institutional Report will play a significant role in our strategic plan. The President and President of Bakersfield College (BC) Sonya Christian did a joint op-ed announcing a partnership of a co-located center on this campus that is still to-be-determined. There will be Bakersfield College students pursuing associate degrees of transfer and participating in the campus community. While details have yet to be worked out, we are happy to tighten the relationship with Bakersfield College. 40% of our graduating students are transfer students. This year, transfer applications increased by 25%. He is working with D. Schechter and the VP of Instruction at BC on what the shared services and enrollment will look like.

7) Committee and Report Requests

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

The December 18 University Strategic Planning meeting was cancelled. Part of the reason is that there isn't enough movement on the strategic plan to have a meeting. There is another one scheduled this spring semester. The University Strategic Planning (USP) and Budget Advisory Council (BAC) has been separated although the same members participate; the budget meeting is chaired by T. Davis in the fall and the strategic planning meeting is chaired by the Provost in spring. The budget includes the \$1.5 million from the CO. Recall that only six new tenured track faculty hires have been committed for next year. The discussion at EC was that the entire fund was intended for eleven new tenure track faculty hires. However, the President says the some of the money is going to high-impact practices.

The other campuses have used all the money for TT hires. V. Harper said he would take the issue to the President.

The committee discussed RTP dates and that SOClS haven't been ready. January 18, (the first day that faculty returned) was the deadline for the files. There are some first year lecturers and first year tenure-track faculty who need the SOClS. D. Boschini shared that there is different understanding for different schools – drop dead date is still January 28. A. Hegde had discussion with V. Harper and there may be some flexibility especially for first year individuals. Deadlines are set by campus with contract language to guide the process.

The EC talked about the GE Faculty Director process. GECCo will be handling the candidate interviews and then submitting their recommendation through the EC and then on to the Interim Provost for his decision on the appointment.

Searches were discussed. K. Knutzen is the Interim AVP EM for this semester. The search for AVP EM will take place this spring. The GE Director search is expected to be complete this semester. The Director of Academic Operations position is expected to be posted in 10 days. The Interim AVP AP appointment forthcoming. The Associate Dean Graduate and Undergraduate search is going on with a decision by end of March. Interim Provost & VP AA is in position for 18 months and the call for a search committee is forthcoming.

The EC approved the IRB and IACUC appointment recommendations agreed unanimously:

- i. Dr. John Stark appointed to the IRB for Non-scientific Concerns member Jan 1, 2019-December 31, 2020
- ii. Mr. Grant Herndon reappointed to the IRB for Community Member from December 31, 2018 – December 30, 2021
- iii. Mr. Larry Saslaw reappointed to the IACUC for Community Member from Jan 1, 2019-December 31, 2021
- iv. Dr. Andy Troup reappointed to the IACUC for Non-scientific Concerns member from Jan 1, 2019-December 31, 2021

The President visits the committee on January 29, February 12, and April 30th. She will return to the Senate on February 21 and April 4th 10:05 – 10:30 where she has been invited to provide her report and time for Q and A.

The EC discussed the on-boarding of new faculty and the need to speed-up their access to email, BB, and other services.

Issues with BB – Over the break, the system was changed to auto enroll and to auto create courses. There were behind-the-scenes discussion with F. Gorham. The issues have been

fixed temporarily. It's going to be an ongoing discussion about what to do going forward and improving the communication.

SOCI timeline – After the meeting, D. Schechter sent a message explaining that the reason the SOCIs were delayed was due to a staffing issue around Scantron processing. SOCI's are scheduled to be complete by early next week.

D. Boschini opened the floor to questions.

M. Rush asked for clarity on the deadlines for RTP. D. Schechter replied that the party line remains January 18 as the date that the files are due. Faculty has the opportunity to add to it until January 28. Since first year lecturers are only reviewed at the department level and dean level, if the dean wants to provide additional days for someone or the unit committee to review, they may. More importantly there needs to be the built-in rebuttal period so that faculty has a chance to work with the unit committee. If there isn't, then we get into spring break and end of semester and people want it to have happened sooner. Faculty was notified about the January 18 deadline in November, 2018. The lecturers only have to submit a teaching portfolio. There was early notification for the August deadline as well. We set the date when the RTP process has to be completed and the back-out the dates. We're afraid to change it. M. Rees noted that the calendar posted on the Faculty Affairs webpage shows the file deadline is January 28 is the last date someone else can put something into the file. D. Schechter replied that the 18th is the date we tell everybody because that file is still reviewable and the applicant can still add something. Some chairs may write or have discussion with the applicant to help improve the organization of the material, etc. Then January 28, the window closes so the Committee can begin looking at the file. D. Boschini said there are differences for further discussion and it's Time Certain for Resolutions.

8) Resolutions – (Time Certain 10:45 a.m.)

a) Old Business

- i) RES 181903 – Instructor Initiated Drop Policy Second Reading D. Boschini asked the Senate to consider whether the resolution in the packet from AAC is ready for a vote. M. Danforth reported on behalf of the AAC that the committee supports the Second Reading. M. Rush has shared with the group (handout) some recommended new changes to AAC's resolution as shown in underline. Recommended changes that omit language are shown by strike-out. In summary, Instructor initiated drops are based on attendance instead of coursework. Rather than faculty initiating a drop for work not done, she recommended that students could be dropped within the Schedule Adjustment Period for not coming to class. For classes with waitlists, any students who miss class during the Scheduled Adjustment Period can be dropped.

Students who are on the wait list and attend class, and complete work assigned during the adjustment period, may be added in waitlist order. This is a change from currently policy whereby a student can be dropped for not attending the first day of class. M. Danforth suggested edits whereby header reads "Instructor Initiated Drop Policy Guidelines for Both Face to Face & Online Classes". J. Tarjan seconded the motion to approve the changes as proposed. A. Hegde clarified that those who are on the waitlist, must complete the work. To be consistent, if one is waitlisted, the criteria should be the same. M. Rush edited the first paragraph, third sentence "Students who are on the waitlist and attend class during the adjustment period may be added, by waitlist order." R. Gearhart department doesn't use waitlist. D. Boschini clarified that it's optional for participation. If one doesn't have waitlist they don't have to use this policy. A. Schmidt asked why drop a student, if there isn't anyone waiting. A. Hegde clarified that when the waitlist is full, if someone drops, no one else can add. In theory, the system updates to take the first person on the waitlist. If there isn't any waitlist, the minute someone drops, the instructor or anyone else can add. D. Boschini said it's already the case: any student drops for any reason, another student can add a class if there isn't a waitlist. M. Slaughter has seen where faculty turn in waitlists for classes that are not impacted. She said it's an important distinction. J. Millar sees that classes that have an instructor waitlist, are subjective as to who gets added. A. Hegde replied that the waitlist entry is discretionary. For example, where there is a student who is about to graduate. D. Boschini if an instructor is not using the policy constructively, or if there is a waitlist problem-there are ways that students could be either helped or hurt. We can't fix everything. M. Rush restated the changes: "We are continuing to use class attendance as measure of a student's seriousness to be in a course and not whether or not they attend and do the work." D. Boschini asked the group if there was other discussion. No discussion. The body was asked to vote on the changes. The majority voted in favor. One voted no. J. Tarjan suggested that students must be notified that the drop is pending within at least 24 hour notice. Changes made. All were in favor of the additional reference of notice. D. Boschini returned the group back to original resolution amended by the past two votes. K. Ziegler worried about interpretation. D. Boschini said that in the event that mistakes were made, there are ways to fix it. D. Boschini called the vote on the resolution as amended. All in favor. Approved. D. Boschini thanked M. Danforth, M. Rush, and J. Tarjan for offering amendments.

ii) RES 181905– Role of Ombudsperson in Dispute Resolution * Second Reading
(deferred)

b) New Business

i) RES 181907 Academic Calendars (deferred)

9) Open Forum Items (Time Certain 11:15)

D. Boschini said that the RTP deadlines have caused different conversations in different schools about the meaning of the January 28 date. Treating the dates as if it means the same to everyone is creating tension. There is contract language that introduces this ten day moment before the drop dead deadline. Given the pressure of the SOCI's not having been delivered by the date that the files are due, it creates a problem for the faculty who don't have their files complete for the unit committees to review. Can the unit committees grant this grace period, and who has given them the green light to make the decision? It has not happened yet. While the deadline is early, the real problem is that the SOCI's haven't been returned. It's a different set of concerns. If we depend on students to process the SOCI's, there needs to be a better workflow and not put them on the front line of this crisis. If the official date can't be changed, perhaps we can communicate calmly and supportively to the people whose files are due and to their unit committee who are unclear about what their obligations are. D. Schecter responded that it's not unusual that the SOCI's are not available. Faculty knows that sometimes they will not have SOCI's until the first weeks into the semester, because they sometimes get delayed by faculty or chairs going into the end of the semester. First year faculty often do not include SOCI's. That has been how things have been. He is not blaming S. Miller. He had to return packets to two schools because they were not coming back the way they were supposed to. There were new people at the school level that didn't know the process. The January submission of the file has been fluid over the recent years. J. Tarjan found the logic unsatisfactory that this is the way things have been done. Further, the files should be open for such time that faculty have the opportunity to respond when students have complaints recorded on their SOCI's and give the chairs the opportunity to put a note into the file. He suggested that the EC make a referral to AAC for a consistent interpretation of the dates. D. Boschini saw that there is a different interpretation between schools on the two dates. When we were on the quarter system, it was several weeks into the new session before SOCI's were received and we may be mixing up our experience. M. Danforth offered solution and comment 1) if it's a student assistant issue, then there needs to be some kind of workload changes to have them come in January 2nd so SOCI's could be done in a timely manner, 2) she's never experienced where the SOCI's were not available for the faculty to review before the due date. It's important for the faculty writing their personal statement and for the unit committee. Not having a timely period for that process to occur is very concerning. C. Lam shared thoughts 1) first year tenure track faculty should get the SOCI's and have a reflection before they submit the file for review so that they are much better prepared for the second year review when it goes to a higher level. 2) He agrees with D. Boschini that department

allow more time, especially this year. 3) Is it possible to prioritize the SOCI process for faculty up for their review first? 4) if this is still going to be a problem, isolate the first year tenure track packets so it's easy to pick them up to process first. V. Harper supports Senator Lam's suggestions and acknowledges the tension around this issue. He will report back to Senate after conferring with D. Schecter on improving the process. F. Gorman spoke on behalf of the office that handles the technology that collect data and runs the paper SOCI. IT had student staff from beginning of semester, not just the beginning of classes. The SOCI are coming in so late and not in the proper way. He suggests the chairs do more of the quality control. Also, the campus is behind in converting to electronic SOCI. D. Boschini replied that there will be a date that we go electronic. She thanked the group for the information and asked D. Schecter if he would send something to the unit or committee level because faculty feels there isn't information getting to the decision level. D. Schecter replied that the SOCI Task Force had reviewed the process and will look at it again.

10) Adjournment

* Changes to the Handbook

ACADEMIC SENATE LOG – FEBRUARY 7, 2019

Academic Affairs Committee: Melissa Danforth/Chair, meets 10:00am in SCI III Rm 328 Research Room

Dates: Sept 6, Sept 20, Oct 4, Oct 18, Nov 1, Nov 15, Dec 6, Jan 31, Feb 14, Feb 29, Mar 14, Mar 28, Apr 11, May 2

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
08/29/18	2018-2019 Referral 02 Change of Membership on AAC and Change in Bylaws	Complete	AAC Memo to Senate – AAC discussed and decided that since AVP of AP represents AA, the Director of AP need not be an ex-officio on AAC. No update to By-Laws needed.			
09/06/18	2018-2019 Referral 03 GITF Hold Proposal	Complete	AAC's feedback was incorporated into the proposal document.			
10/2/18	2018-2019 Referral 07 Interdisciplinary Studies Department Formation Proposal		AAC, BPC			
10/2/18	2018-2019 Referral 08 Instructor Initiated Drop Policy		RES 181903 Instructor Initiated Drop Policy	1/24/19	2/1/19	
11/15/18	2018-2019 Referral 14 Catalog, Degree Audit, and Schedule Builder Technology and Process Integration					

ACADEMIC SENATE LOG – FEBRUARY 7, 2019

Budget and Planning Committee: Brian Street/Chair, meets 10:00am in Student Health Center, Conference Room (HCCR)

Dates: Sept 6, Sept 20, Oct 4, Oct 18, Nov 1, Nov 15, Dec 6, Jan 31, Feb 14, Feb 29, Mar 14, Mar 28, Apr 11, May 2

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
10/2/18	2018-2019 Referral 07 Interdisciplinary Studies Department Formation Proposal		AAC, BPC			
10/2/18	2018-2019 Referral 09 University Hour		BPC			
11/13/18	2018-2019 Referral 12 Academic Calendars		BPC RES 181907 Academic Calendars Summer 2019 through Summer 2020			

ACADEMIC SENATE LOG – FEBRUARY 7, 2019

Faculty Affairs Committee: Maureen Rush/Chair, meets 10:00am in SCI III Rm 235 Math Library

Dates: Sept 6, Sept 20, Oct 4, Oct 18, Nov 1, Nov 15, Dec 6, Jan 31, Feb 14, Feb 29, Mar 14, Mar 28, Apr 11, May 2

Date	Item	Status	Action	Approved by Senate	Sent to President	Approved by President
08/28/18	2018-2019 Referral 01 Faculty on Sabbatical Serving on RTP Review Committee		RES 181902 Faculty on Sabbatical Serving on RTP Review Committee Second Reading 10/11/18	10/11/18	10/19/18	
10/2/18	2018-2019 Referral 04 Ombudsperson		RES 181904 Ombudsperson Second Reading 11/8/18	11/08/18	11/16/18	11/27/18
10/2/18	2018-2019 Referral 04 Ombudsperson		RES 181905 Role of Ombudsperson in Dispute Resolution Second Reading 11/29/18			
11/13/18	2018-2019 Faculty Award Process – Handbook Change		The committee for consideration of Emeritus awards contacts the Department for their feedback, the info is there, and correct. Look at whether to apply to other awards.			
10/2/18	2018-2019 Referral 06 Distributed Learning Committee	Referred to FAC	Referral moved from AS&SS to FAC on 10/30/18.			
12/4/18	2018-2019 Referral 15_ University Council Membership Addition-Library Representative – Handbook Change (105.3)					

Academic Senate Follow-up Items

For February 7th 2019

Faust G.'s response to Blackboard concerns

TS, FTLC, and the Registrar have addressed the following issues with the Peoplesoft to Blackboard integration to address faculty concern.

1. Added section numbers to the course title for all sections. In addition, we support faculty changing the title to their needs.
2. In future terms, Integration will not automatically add waitlist students to course/sections, faculty will be able to add students manually if they would like to add a waitlist student.
3. Since add/drop date has passed, if faculty would like their waitlist purged from their course they can contact the FTLC.
4. Working with Blackboard to figure out why the course export/import process is not bringing all data into a new course correctly.
5. Faculty can create their own shell courses and manually add enrollments to those shell courses.

David Schecter's response to SOCI concerns

1. We will review the Spring semester calendar dates that are sent to campus concerning when first-year probationary and full-time lecturer files are due to their Schools and committees. If the dates can be extended in the future, we will do so. This should ensure that faculty have a chance to include their Fall SOCI's into these files.
2. In situations where SOCI's are not available to faculty before the file closes, we will support the Deans and Unit Committees extending their deadlines to accommodate.
3. We will work closely with the Schools on the 'quality control' aspect of the SOCI packet preparation, distribution and collection. We need the packets delivered from the Departments and Schools to be scored as early as possible, so we will work with the Schools on that aspect, as well.
4. This year there needed to be improvement in the sorting and organizing of the paper packets before they were sent in to be Scantrons and we have learned more this term on what needs to be done more effectively. We will also make sure that the "switchboard students" who assist us with running the SOCI forms through the Scantron machines are available to do so.
5. Bottom line: The earlier SOCI's are done during SOCI week and the earlier we get organized packets from the Schools, the sooner we can turn those around and share the scores with faculty....and we will make every attempt to improve these processes immediately.

CSUB Lines of Inquiry Campus Update: Spring 19' Report

These 8 areas are a summary of institutional concerns expressed in the CSUB Institutional Report, referred to as the CSUB Lines of Inquiry. Over the next 12 months, the Office of the Provost will lead the effort to address each of the below institutional concerns. This document is the **first of several reports of our most recent efforts**. See a summary of all our work at: <http://www.csub.edu/WSCUC/LOIUpdates/index.html>

Inclusive Institutional Planning

Develop a better system for collecting data, analyzing results, and communicating findings related to each goal and objective in the strategic plan to the university community.

An involved university community is central to designing and implementing a successful institutional planning process. At the start of the annual data collection cycle, emails are sent out to the institutional leads of the strategic planning objectives/measures. Prior data along with data definitions are communicated in this email. The data collection is handled through emails, spreadsheets and a SharePoint website. The Office of Institutional Research, Planning (IRPA) serves as the central office for the collection, analysis and reporting of the data. The annual 'Success Indicator' report is transmitted to the head of University Program Review Committee (UPRC) committee and made available on the University Strategic Planning website. The report is studied and discussed at the UPRC meetings. Important facets of the data are also communicated through Tableau and Infographics.

Data/Evidence-Informed Planning and Decision-Making

Improve organizational structures and data-generating practices to facilitate decision making in all matters within the context of the changing institutional and higher education landscape.

To facilitate this initiative, a graduation and retention matrix has been developed on Tableau and Blackboard Analytics. These Business Intelligence analytic tools have helped CSUB address student success and accountability while better fulfilling its academic mission. The university has employed a coordinated, data-driven advising process that uses intentional intervention milestones for designated populations. In order to ensure lasting cultural change, this intervention solutions are conceived and implemented with full participation of the taskforce, Cabinet, Academic Council and senate. The dashboards were developed to allow staff and advisors the opportunity to employ the power of analytics to determine which students may face academic difficulty, allowing interventions to help them succeed. The development of data analytics is an essential element to CSUB's information management system. It is designed to support data driven decision-making and processes. The development of the dashboard involves nurturing a new management culture more than establishing a data and information system.

Financial Transparency

Provide, publicly, timely information about the University's finances; and share information regarding how financial resources are being managed in accordance with best business practices.

Over the last six months the Academic Affairs unit has made considerable efforts to improve financial transparency. These efforts include: Working with our colleagues in Business and Administrative Services (BAS) on the campus budget book and providing timely, accurate data for inclusion on the campus Budget Central website. Other work with BAS includes participating in campus budget forums and supporting our Academic Senate faculty in their deliberations on the budget process. Within Academic Affairs we collected and posted the annual Assigned Time List to share with the campus community exactly how assigned time was being allocated and to whom within the Unit. One area, in particular, where the sharing of financial data was crucial included the discussion concerning upcoming tenure-track hiring. It was incumbent that the Deans and Department Chairs understood how much funding was available for new hires and how School allocations were determined.

Student Learning and Teaching Effectiveness

Schedule additional recurring assessment workshops and training institutes to ensure that student learning outcomes are measured and that the findings are used to improve standards of performance across every department and program.

Funded through the Office of Academic Programs, a Graduate Program Assessment Institute will be held on February 15, 2019, featuring Dr. Kathleen Roe from San Jose State University. The day-long event will focus on differentiating between graduate and undergraduate learning outcomes within programs, strategically embedding assessments of graduate program learning outcomes throughout the curriculum, directly linking graduate-level culminating experiences (theses, projects, and comprehensive exams) to program learning outcomes, utilizing assessment data to drive program improvement efforts, and effectively engaging graduate program faculty in the assessment process. Dr. Roe will also offer one-on-one consulting with graduate program faculty to assist them in addressing their program needs with respect to assessment and quality improvement.

Educational Objectives and Graduation Rates

Begin implementing strategies for improving graduation rates by working with the Graduation Initiative Committee. The campus will also make public all data related to the graduation initiative, including student learning.

Beginning in Spring of 2019, the Office of the Provost created the Graduation Action Team (GAT). The GAT's role is to augment the work of Graduation Initiative Task Force (GI2025 TF) by focusing directly on individual students who have the capacity to graduate in the current year. The GAT pairs school advisors with enrollment management evaluators to assist students and remove barriers to graduation. GAT members then work with work department chairs to ensure that major requirements are met. The GAT is chaired by the Interim Provost with the help of the School Associate Deans. The explicit goal of the GAT is to raise the 4-year graduation rate by 4 percentage points this year.

Student Success

Strengthen its efforts to promote the success of all students including international and transfer students. As a university that serves many transfer students, CSUB will provide a smooth and seamless transition for transfer students.

To improve the success of transfer students here at CSUB, President Zelezny and President Christian of Bakersfield College initiated a forward-thinking plan that will co-locate future Bakersfield College (BC) students on a site near the CSUB campus footprint. In doing so, the BC students will participate in the culture and fabric of CSUB. As described in a recent Bakersfield.com article, "A co-location model is a smart move for our students and our community. By creating the conditions for BC students to enroll in BC courses on the CSUB campus, we will streamline transfer pathways and create efficiencies that result in savings for the student and the taxpayer."

Program Review

Close the loop on the program review cycle by completing outstanding MOUAPs.

During the 2017-2018 Academic Year, 4 Academic Programs completed the entire review cycle and were completed with signed Memorandums of Understanding (MOU APs): Teacher Education, Criminal Justice, Economics, and English. There are 3 with programs that had the initial meeting to develop the MOU AP; with the final MOU AP pending completion: Public Administration, Nursing, and Honors. Art & Art History completed the entire review cycle and were completed with signed Memorandums of Understanding (MOU APs) during 2018-2019. In addition, there are 3 with programs that had the initial meeting to develop the MOU AP; with the final MOU AP pending completion: Kinesiology, Natural Sciences, and Environmental Resources Management.

Faculty Excellence

Intensify its efforts to promote and advertise faculty research and creative activities including those scholarly activities that involve students as co-participants.

Within the 2018-19 fiscal year, CSUB faculty and staff received 56 awards (14 new & 42 continuing awards) totaling \$7.226M (expendable in this fiscal year) for sponsored projects through the Office of Grants, Research, and Sponsored Programs. These sponsored project activities support academic programming, institutional capacity building, research, public service, and instructional functions. In addition, they provide employment opportunities for students throughout the year. In the six months ending on December 31, 2018, 109 students involved in sponsored projects earned more than \$241,690 through engagement in sponsored project activities. These on-campus employment opportunities contribute positively to students' success through participation in research and extracurricular academic activities.

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

FAC

Role of Faculty Ombudsperson in Dispute Resolution

RES 181905

RESOLVED: that the Academic Senate proposes an addition to the University Handbook under Section 303 Responsibilities of Teaching Faculty, Librarians & Counselors to include a subsection for informal procedures aided by ~~an~~ a Faculty Ombudsperson by which faculty can resolve disputes.

303.8 Alleged Breaches of Professional Responsibility The fundamental purpose of the statement of professional responsibility in Appendix F is to establish a guide for responsible performance that is consistent with the highest ideals of the academic profession. It thus establishes an ideal to which faculty members can and should aspire, rather than a minimum standard to which faculty members must adhere. Hence, the statement is not intended to serve primarily as a reference for disciplinary action. Nevertheless, when cases of gross disregard for principles of professional responsibility occur, the faculty has both a right and a duty to call the breach to the attention of the individual concerned and to expect that the irresponsible behavior will be discontinued.

Most departures from responsible professional behavior are likely to be minor breaches that can be corrected simply by calling the matter to the attention of the person involved. Ordinarily, such matters are handled within the faculty member's academic unit. The faculty member may also consult the ~~campus~~ Faculty Ombudsperson for informal conflict resolution, or may proceed to formal procedures.

If a breach of professional responsibility is alleged that cannot be or is not adequately handled informally within the basic academic unit or with the Faculty Ombudsperson, the matter may be referred to the Committee on Professional Responsibility. Any member of the academic community may refer allegations of unprofessional conduct to this Committee. Such allegations shall be submitted in writing and signed by the person making the complaint.

The procedures described in this section provide a formal process whereby faculty members can resolve disputes regarding professional responsibility without resorting to

a disciplinary process. It is expected that in most instances, the weight of an adverse conclusion by the Committee on Professional Responsibility will bring about a correction of irresponsible behavior.

303.8.1 Committee on Professional Responsibility

Members of the Committee on Professional Responsibility are elected with special attention to the high ethical and professional regard in which their colleagues hold them. The Committee consists of five (5) tenured faculty members, one elected by the faculty of each school and an at-large member elected by the General Faculty. Committee members serve overlapping two-year terms. A committee member who has a conflict of interest in a particular case shall recuse himself or herself. In that instance, the Senate Executive Committee shall appoint a substitute. The appointed member shall represent the constituency of the replaced member.

303.8.4 Ombudsperson

A faculty member is selected with special attention to his/her high regard for fairness and confidentiality, and with a high capability to aid and assist in resolution of concerns and critical situations. The Senate will issue a call for applicants for this position, and the ~~Committee on Professional Responsibility~~ Executive Committee of the Senate will review the applications and make a recommendation to the President for appointment. The Faculty Ombudsperson serves as a source of information and referral, and may act as a neutral 3rd party who takes the point of view of all parties into account. A faculty member will serve a renewable three-year term. This position may serve as a supplement, but not as a replacement, to the University's existing resources for formal conflict resolution. The Faculty Ombudsperson reports directly to the President, and reports to the Academic Senate only for the purpose of identifying patterns or problem areas in existing practices or policies in the faculty community.

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

ACADEMIC CALENDAR SUMMER 2019 THROUGH SUMMER 2020
RES 181907

BPC

RESOLVED: That the Academic Senate of CSU, Bakersfield recommends to the President the approval of attached Academic Calendars:

2019 New Summer Session
Academic Calendar 2019-2020
2020 New Summer Session

RATIONALE: The Budget and Planning Committee has considered alternatives and recommends the attached.

Distribution List:
President
Provost

**California State University, Bakersfield
Academic Calendar 2019/2020**

Summer Session, 2019

SSI: 10-Week Session

June 03	ALL SUMMER SESSION 1 FACULTY DUE ON CAMPUS
June 03	First Day of Classes
Jun 03-10	Schedule Adjustment Period
June 10	Last Day to Add Classes
June 10	Last Day to Change between Audit and Letter Grading
June 10	Last Day of Schedule Adjustment Period (for Summer Session I)
June 12 - 13	Orientation for First-Time Freshmen (for Fall 2019)
June 20	Census Day
June 20	Last Day to Change between Credit/No-credit and Letter Grading
June 20	Last Day to Withdraw from Classes without a "W" being recorded
June 24	Orientation for Transfers (for Fall 2019)
July 04	HOLIDAY - Independence Day - Campus Closed
July 19	Last Day to Withdraw from Classes for a Serious and Compelling Reason
August 08	Last Day of Classes
August 08	Last Day to Submit Completed Thesis/Dissertation
Aug 12 - 13	Examination Period
August 14	Evaluation Day
August 15	Grades Due

SS2: 5-Week Session

June 03	ALL SUMMER SESSION 2 FACULTY DUE ON CAMPUS
June 03	First Day of Classes
Jun 03 - 10	Schedule Adjustment Period
June 10	Last Day to Add Classes
June 10	Last Day to Change between Audit and Letter Grading
June 10	Last Day of Schedule Adjustment Period (for Summer Session II)
June 13	Census Day
June 13	Last Day to Change between Credit/No-credit and Letter Grading
June 13	Last Day to Withdraw from Classes without a "W" being recorded
June 12 - 13	Orientation for First-Time Freshmen (for Fall 2019)
June 17	Last Day to Withdraw from Classes for a Serious and Compelling Reason
June 24	Orientation for Transfers (for Fall 2019)
July 03	Last Day of Classes
July 04	HOLIDAY - Independence Day - Campus Closed
Jul 08-09	Examination Period
July 10	Grades Due

SS3: 5-Week Session

July 04	HOLIDAY - Independence Day - Campus Closed
July 11	ALL SUMMER SESSION 3 FACULTY DUE ON CAMPUS
July 11	First Day of Classes
Jul 11 - 13	Schedule Adjustment Period
July 13	Last Day to Add Classes
July 13	Last Day to Change between Audit and Letter Grading
July 13	Last Day of Schedule Adjustment Period (for Summer Session III)
July 17	Census Day
July 17	Last Day to Change between Credit/No-credit and Letter Grading
July 17	Last Day to Withdraw from Classes without a "W" being recorded
July 25	Last Day to Withdraw from Classes for a Serious and Compelling Reason;
August 12	Last Day of Classes
Aug 13 - 14	Examination Period
August 15	Grades Due

THIS IS NOT TO BE CONSTRUED AS AN EMPLOYEE WORK CALENDAR

California State University, Bakersfield

Academic Calendar

2019/2020

Fall Semester, 2019

April 02	Academic Advising for Continuing Students Begins (for Summer 2019 & Fall 2019)
April 15	Academic Advising for New Students Begins (for Fall 2019)
April 22	Registration for Continuing Students Begins (for Summer 2019 and Fall 2019)
April 27	Celebrate CSUB and Orientation for First-Time Freshmen and Transfers (for Fall 2019)
April 29	Registration for New Students Begins (for Fall 2019)
May 17	Last Day to Apply for Fall 2019 Graduation (Graduates)
May 17	Last Day to Apply for Spring 2020 Graduation (Undergraduates)
June 12 - 13	Orientation for First-Time Freshmen (for Fall 2019)
June 24	Transfer Students (for Fall 2019)
August 19	ALL FACULTY DUE ON CAMPUS
August 26	First Day of Classes
August 26	Schedule Adjustment Period Begins
September 02	HOLIDAY - Labor Day – Campus Closed
September 04	Last Day to Add Classes
September 04	Last Day to Change between Audit and Letter Grading
September 04	Last Day of Schedule Adjustment Period
September 23	Census Day
September 23	Last Day to Change between Credit/No-credit and Letter Grading
September 23	Last Day to Withdraw from Classes without a "W" being recorded
September 23	Last Day to Apply for Spring 2020 Graduation (Graduates)
September 23	Last Day to apply for Summer 2020 Graduation (Undergraduates & Graduates)
September 23	Last Day to Apply for Fall 2020 Graduation (Undergraduates)
October 14	Academic Advising for Continuing Students Begins (for Spring 2020)
October 16	Campus-wide Emergency Evacuation Day
October 28	Registration for Continuing Students Begins (for Spring 2020)
October 28	Academic Advising for New Students Begins (for Spring 2020)
November 04	Registration for New Students Begins (for Spring 2020)
November 08	Last Day to Withdraw from Classes for a Serious and Compelling Reason
November 11	HOLIDAY - Veterans Day Observed - Campus Closed
Nov 28 - 29	HOLIDAY - Thanksgiving - Campus Closed
Dec 02 - 06	SOCI Week
December 10	Last Day of Classes
December 10	Last Day to Submit Completed Thesis / Dissertation
December 11	Reading Day
Dec 12 - 18	Examination Period
Dec 19 - 20	Grades Due

Fall Semester Break: December 23, 2019 - January 16, 2020

*In addition to our Fall Semester listed above, CSUB's **Extended Education** offers classes during **Winter Intersession**. The Intersession begins January 2, 2020 and ends January 17, 2020. **Call the Extended Education at (661) 654-2441** for detailed information regarding their course offerings and schedules.*

California State University, Bakersfield

Academic Calendar

2019/2020

Spring Semester, 2020

September 23	Last Day to Apply for Spring 2020 Graduation (Graduates)
September 23	Last Day to Apply for Summer 2020 Graduation (Undergraduates & Graduates)
September 23	Last Day to Apply for Fall 2020 Graduation (Undergraduates)
October 14	Academic Advising for Continuing Students Begins (for Spring 2020)
October 28	Registration for Continuing Students Begins (for Spring 2020)
October 28	Academic Advising for New Students Begins (for Spring 2020)
November 04	Registration for New Students Begins (for Spring 2020)
January 17	ALL FACULTY DUE ON CAMPUS
January 20	HOLIDAY - Martin Luther King, Jr. Day - Campus Closed
January 21	First Day of Classes
January 21	Last Day of Schedule Adjustment Period
January 30	Last Day to Add Classes
January 30	Last Day to Change between Audit and Letter Grading
January 30	Last Day of Schedule Adjustment Period
February 17	Census Day
February 17	Last Day to Change between Credit/No-credit and Letter Grading
February 17	Last Day to Withdraw from Classes without a "W" being recorded
March 31	HOLIDAY - Cesar Chavez Day Observed - Campus Closed
April 06	Academic Advising for Continuing Students Begins (for Summer 2020 & Fall 2020)
April 06	Last Day to Withdraw from Classes for a Serious and Compelling Reason
April 08	Campus-wide Emergency Evacuation Day

Spring Semester Break: April 13, 2020 – April 19, 2020

April 20	Academic Advising for New Students Begins (for Fall 2020)
April 20	Registration for Continuing Students Begins (for Summer 2020 & Fall 2020)
April 20	SOCI Week
April 25	Celebrate CSUB and Orientation for First-Time Freshmen and Transfers (for Fall 2020)
April 27	Registration for New Students Begins (for Fall 2020)
May 06	Last Day to Submit Completed Thesis / Dissertation
May 11	Last Day of Classes
May 11	Last Day to Apply for Fall 2020 Graduation (Graduates)
May 11	Last Day to Apply for Spring 2021 Graduation (Undergraduates)
May 12	Study/Reading Days
May 13 - 19	Examination Period
May 20 - 22	Grades Due
May 22	Commencement
May 25	HOLIDAY - Memorial Day – Campus Closed

THIS IS NOT TO BE CONSTRUED AS AN EMPLOYEE WORK CALENDAR

**California State University, Bakersfield
Academic Calendar 2020-2021**

Summer Session, 2020

SSI: 10-Week Session

May 26	ALL SUMMER SESSION 1 FACULTY DUE ON CAMPUS
May 26	First Day of Classes
May 26 - Jun 01	Schedule Adjustment Period
June 01	Last Day to Add Classes
June 01	Last Day to Change between Audit and Letter Grading
June 01	Last Day of Schedule Adjustment Period (for Summer Session I)
June 11	Census Day
June 11	Last Day to Change between Credit/No-credit and Letter Grading
June 11	Last Day to Withdraw from Classes without a "W" being recorded
June 14	Orientation for Transfers (for Fall 2019)
July 04	HOLIDAY - Independence Day - Campus Closed
July 09	Last Day to Withdraw from Classes for a Serious and Compelling Reason;
August 03	Last Day of Classes
August 03	Last Day to Submit Completed Thesis/Dissertation
Aug 04-05	Examination Period
August 06	Evaluation Day
August 10	Grades Due

SS2: 5-Week Session

May 26	ALL SUMMER SESSION 2 FACULTY DUE ON CAMPUS
May 26	First Day of Classes
May 26 - Jun 01	Schedule Adjustment Period
June 01	Last Day to Add Classes
June 01	Last Day to Change between Audit and Letter Grading
June 01	Last Day of Schedule Adjustment Period (for Summer Session II)
June 04	Census Day
June 04	Last Day to Change between Credit/No-credit and Letter Grading
June 04	Last Day to Withdraw from Classes without a "W" being recorded
June 17	Last Day to Withdraw from Classes for a Serious and Compelling Reason
June 25	Last Day of Classes
June 29 - 30	Examination Period
July 01	Grades Due
July 04	HOLIDAY - Independence Day - Campus Closed

SS3: 5-Week Session

July 04	HOLIDAY - Independence Day - Campus Closed
July 06	ALL SUMMER SESSION 3 FACULTY DUE ON CAMPUS
July 06	First Day of Classes
July 06 - 08	Schedule Adjustment Period
July 13	Last Day to Add Classes
July 13	Last Day to Change between Audit and Letter Grading
July 13	Last Day of Schedule Adjustment Period (for Summer Session III)
July 15	Census Day
July 15	Last Day to Change between Credit/No-credit and Letter Grading
July 15	Last Day to Withdraw from Classes without a "W" being recorded
July 25	Last Day to Withdraw from Classes for a Serious and Compelling Reason
August 04	Last Day of Classes
August 05 - 06	Examination Period
August 10	Grades Due

THIS IS NOT TO BE CONSTRUED AS AN EMPLOYEE WORK CALENDAR

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

WASC Senior College and University Commission (WSCUC) Institutional Report
RES 181908

EC

RESOLVED: that the Academic Senate endorse the WASC Senior College and University Commission (WSCUC) Institutional Report.

RATIONALE: The WSCUC Steering Committee, Work Groups, and Writing Teams have prepared a self-study that satisfies WSCUC requirements and reflects the input of the campus community. The Senate recognizes that this report was prepared through a transparent process characterized by reflective self-assessment, identification of internal lines of inquiry, opportunities to provide feedback throughout the development of the report, and regular communication between the committee and the campus community.

Distribution List:

President

Provost

Faculty