

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

**Thursday, March 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
  - Faculty Trustee visit: R. Sabalius on April 23
  - Elections and Appointments – A. Hegde
  - Strategic Plan Town Hall, Friday March 8, 08:30 – 11:30.
- 4) Approval of Agenda
- 5) ASCSU Report
- 6) Interim Provost Report
- 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) Scheduling Spring Break **(Time Certain 10:30 a.m.)**
- 9) Resolutions – (Time Certain 10:45 a.m.)
  - a) Consent Agenda
  - b) Old Business
    - i) RES 181909 Faculty Award Process – Handbook Change \* Second Reading
  - c) New Business
    - i) RES 181911 Annual Catalog First Reading

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

11) Adjournment

\* Changes to the Handbook

DRAFT

**CALIFORNIA STATE UNIVERSITY, BAKERSFIELD**  
**ACADEMIC SENATE**  
**Minutes**  
**Thursday, February 21, 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 (Alt), R. Gearhart, I. Kasselstrand, C. Lam, A. Lauer, Y. Lee, M. Martinez, J. Millar, M. Rees, M. Rush, L. Sakomoto (Alt.), A. Schmidt, M. Slaughter, B. Street, K. Szick (Alt.), J. Tarjan, D. Zhou, K. Ziegler-Lopez, V. Harper**

**Visitors: L. Zelezny, A. Maiorano, A. Jacobsen, J. Haney, K. Krishnan, F. Gorham, D. Jackson, V. Lakhani, C. Asher, B. Chen, K. Shaw, S. Bacon**

1) Call to Order

D. Boschini called the meeting to order.

2) Approval of Minutes

M. Rees moved to modify page 5, 7 e. to clarify that a “consultation” occurred in FAC.

E. Correa moved to approve minutes as modified. M. Rees seconded. Approved.

3) Announcements and Information

- President Zelezny’s Report and Q&A (Time Certain) 10:05 – 10:20

The President provided updates on the Strategic Planning and Budget process, Tenure Density Trend and Student Faculty Ratio Trend Systemwide and for Bakersfield. (handouts) She thanked those on the Strategic Planning and Budget committee that participated in the first meeting. The committee looked at the summarized data from campus town halls, feedback website, forums, and other venues. An advisor from the Association of State Colleges and Universities was there to help the committee to stay on track. See *Workplan* for timeline and schedule. Representatives had received a draft listing of five themes:

1. Life-long success
2. Academic programs
3. Outreach/engagement public profile

4. Faculty and staff success
5. Innovation enhanced resources for facilities and finances

These themes, or goals, will be refined by the Strategic Budget and Planning team when they convene in March after reflection. There will be a Town Hall for the entire campus, Friday, March 8, 08:30 – 11:30 in the Icardo Center. It's a working meeting; join your colleagues to see how these goals have been refined. You will be working in teams on the metrics of these goals. We'll be using the framework of CSUB's Mission, Values and Vision. There will be a Budget Forum in April to discuss the Strategic Plan. If you care how we are going to be using resources in the next five years, attend the Strategic Plan Town Hall meeting, Friday March 8. President Zelezny then talked about the CSUB/Bakersfield College (BC) collaboration. She began talking with BC President Christian broadly about collaborating on higher education for students seeking that opportunity. BC's lease at its SW campus is about to expire. The idea is still in play. President Zelezny shared the agreements reached to date. The BC Board is considering CSUB's land where we already have BOT approval of land use for a university office center. [G. Bynum](#) (a CSUB alum) is the land holder and has the ability to lease those offices. A board member from BC brought forward a list of potential tenants in the office center that CSUB might consider. BC was on the list. Realize that CSUB is leasing its land to G. Bynum. In terms of authority, he decides on the tenants. However, he does consult CSUB. After talking with BC President Christian and other community members, it became an idea worth exploring. CSUB data shows that we have success with transfer students. There is a potential of 2,000 students at this site. They are all Associate Degree Transfer (ADT) students where we have articulated agreements, and there are no other agreements. The timeline is unknown. There is the hope if all the regulations from the fire marshal, environmental reports and other statewide authorities come through, we could move forward. There is interest in moving forward using temporary modulars in August. The Fire Marshal is a barrier. If all that happened, the MOU that Dr. Christian, the Chancellor of Kern Community

College and President Zelezny signed says simply that they agree to explore how the faculty at CSUB and BC might collaborate on research projects, GE, and topics unknown. They also agreed on the CSUB staff member in advising, already signed and located at BC. It's a location transfer, not a new assignment. The start date has not been established and there is time to explore the services that would have to be in place before the permanent building is constructed. The earliest would be 2021. There will be coordinating meetings with faculty, staff, and students. We are hopeful that this is a real win for the community and for student success. It would be unique in California to have a satellite community college on leased land from a CSU. E. Correa asked about the staff and/or advising positions that may be redundant, servicing two populations. Do we need more advisors, or less? President Zelezny said CSUB is in growth mode, however the answer isn't known. The hope is in the budget – enrollment growth money. Currently, the CSUB advisor at BC is sufficient. She expects there to be a conversation about the student/advisor ratio. The Interim Provost has been in conversation about the benefits of having a joint acceptance at this location. Once they are ADT certified, they would stay on this campus. That's the win for the student and CSUB. A. Hegde thanked the President for discussing the CSUB/BC collaboration. CSUB has several programs that collaborate with BC already. Part of the problem is getting courses at BC, just as CSUB has that issue. Perhaps BC can offer a section on CSUB's campus. Can CSUB students that start here, and if they couldn't get into a GE class here, will they be able to take it at BC? President Zelezny responded that none of those services have been decided yet, and those kind of questions are expected as part of the conversation. ADT classes will be offered. There are 62 classes that have been articulated. No upper division. Bring more questions to the Provost and the advising team. She relies on the faculty judgement and the advising expertise to help the process. M. Rush asked about the square footage and whether CSUB would be the only tenant. President Zelezny replied that the building is approximately 60,000 sq.ft. BC would be the first tenant. She asked that the tenants be involved

with education. If you want to know more, ask A. Maiorano, legal counsel. A. Maiorano said that CSUB does have contract authority over the major tenants of the building. President Zelezny said she has taken the suggestion from EC to have a university forum to answer questions. J. Millar asked for clarification on the role of students and impact to Student Affairs by the increase of 2,000 BC students. Specifically, serving their mental health when they are not a CSUB student. President Zelezny replied that those services are fee based and go to the fee committee. It hasn't been proposed yet. In the meantime, BC will provide for those services. J. Tarjan believes the delay of the Kern County Community College District BOT that these students would have been denied access to education due to cancelled classes. President Zelezny thinks it a real win the way it's worked out. V. Harper is leading the planning committee with five or six faculty members. M. Martinez expressed concerns over prerequisites for some of our GEs – why take American Government at CSUB when it can be taken at BC with no prerequisites? President Zelezny said that the planning committee can work that out. D. Boschini said that these items on the table are part of the conversation with the President, starting now. One of the main concerns heard across campus is SW campus was already offering a lot of courses and services for BC before they lost their lease. The conversation of BC is coming here has caught people's attention. Anyone who wasn't aware of the SW location now know more about the location, and that it's easier to come here than to go to BC. Lower Division GE faculty are particularly interested in knowing the details. President Zelezny distributed data (handout) on CSUB tenure density and student faculty ratio. There is trending up on tenure density. SFR is trending down. This is for another conversation. Save the date, May 3 Investiture and Taste of Bakersfield reception.

- CSU General Counsel welcome – President Zelezny introduced A. Maiorano. He is a legal expert and serves on our Cabinet. He is assigned to CSUB and he is on campus once a month for a couple of days. A. Maiorano said his career has been in public

service. He expressed that the tangible impact faculty has on students is great and that he's looking forward to serving.

- Trustee visits: L. Norton visits February 27 and R. Sabalius on April 23, 2019.
- CSU Dashboard Workshop – K. Krishnan (handout) This is an opportunity to explore the tool that helps toward making decisions and tracking factors that support student success. For example, the characteristics of our student population and the gaps that may exist by segment, etc. A recording of the session will be posted <https://www.csub.edu/livestream/ssd/> K. Krishnan offered to send questions to the Chancellor's Office on behalf of faculty. V. Harper said there are five school lunches for faculty to examine the data. It will be school-specific. Afterwards, he will work with the school deans to augment their current plan or develop a plan on retention. During start-up this fall, the Provost Office will have a day focused on retention and graduation rates. There will be speakers. That's where the data, school lunches, and plans interconnect.

- Elections and Appointments – A. Hegde

*Academic Administrator Review Committee - Deans*

BPA (3) Tenured Faculty –

- BJ Moore                      elected
- David Olson                      elected
- John Tarjan                      elected

NSME - (3) Tenured Faculty

- Charles Lam                      elected
- Karlo Lopez                      elected
- Debra Wilson                      elected

SS&E (3) Tenured Faculty

- Elaine Correa – CAFS                      elected
- Anne Duran – Psychology                      elected
- Yvonne Ortiz-Bush – Advanced Education                      elected

*Academic Senate*

- A&H – Second Call – Friday – Tuesday, February 22-26
- BPA – Jeremy Woods                      elected
- NSME– Kathy Szick                      elected
- SS&E– election– Wednesday, February 25-27

Joshua Miller – Kinesiology  
Brian Street - Kinesiology  
Mahmoud Suleiman – Teacher Education

4) Approval of Agenda

M. Rush moved to change to order New Business in front of Old Business. All in favor of changing the Agenda.

5) ASCSU Report

J. Tarjan reported that the Northridge Faculty Senate sent minutes to the CSU Senators and Senate Chairs on their resolution to the Chancellor related to the Executive Order (EO) 1000 and EO 1100. The points they made are 1) It would impact their ability to opt for some of the courses they think are important for student success within General Education (GE), 2) there isn't a pilot study to indicate that the changes would help our students. The GE Task Force report has been released. In the meantime, there was a memo that went out to the Presidents from Dr. Blanchard about the GE Task Force. There is some discussion about what that meant. The CO has spoken with the Executive Committee of ASCSU, and said that there is no EO forthcoming related to the Task Force report. Dr. Blanchard's memo seemed to indicate that there was an effort to go through shared governance and faculty recommendation. It's unclear whether the faculty recommendations are just a conceptual thought piece. However, if it were implemented, and the chair of the board, Trustee Eisen, indicated that there was a willingness to explore eliminating upper division GE by reducing 3 units upper level GE, and the American Institution requirement by taking an exam or double counting/combining that type of thing. The implication for CSUB is that we may have to consider if we want things like First Year Experience to continue, we'd have to make them university requirements rather than GE requirements. M. Danforth strongly recommends that faculty that have an accredited program should read the Task Force Report. D. Boschini has experience and she is concerned about the statement, "no double counting". By reducing the units, that would relieve some pressure but the Nursing program would have 16 units cut to meet the mandatory 180. There was question about the Lower Division GE Task Force after several campuses completely revised their GE programs, in the context of EO 1000 and EO 1110. Then the GE task force is asking for significant changes to what



has been done. The concern Senator Tarjan raised about whether there is an EO coming speaks to the CO's perception that the GE Task Force did the work. The Chancellor-at some future date-might come in to say, "shared governance, check – we did that". The GE Task Force did not represent a true Systemwide consultation. The concern is that the Task Force's work is re-framed as faculty involvement. J. Tarjan said the revised EO 1100 was flawed. He recommended that some faculty and administration make statements about the changes and impacts on campuses. The statement should say that the work wasn't done. CO said nothing is coming out. However, the BOT is very focused on graduation. M. Martinez said that the report discusses cross-cutting values. Its suggestion is to reduce the number of units for American History, American Institutions, etc. from six to three units. Emails went around the Political Science department and now they are on the radar of the state legislature. Cutting down on democratic institutional structure is not a good idea. The people who administer the college entrance exam correlated success to education in Computer Science and the US Constitution. He recommended that a unified statement come from the Senate. D. Boschini said that the Task Force Report is on the next EC agenda. When the report came out, there wasn't analysis with it. Now that individuals are reading it, there will be more concerns to be addressed.

6) Interim Provost Report

In interest of time, V. Harper offered to waive his report.

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) the EC heard from the Interim Provost on CSUB's response to the GE Initiative. He presented a diagram of the student flow and numbers of Potential-to-Graduate and Expected-to-Graduate and the things being done to get them graduated. There is a concern that the use of Independent Studies as a departments' solution puts a load on faculty. Some of the issues raised in the General Faculty Meeting were discussed, particularly low faculty morale. There is still interest in what "best practices" means in relationship to the strategic plan, especially the monetary component. Since there are more funds coming to the CSU, we need to

establish a five-year hiring plan. There is a request for more classroom teaching tips from TLC and GECCo. V. Harper said there is a new foci for TLC. There is room for improvement on communication between faculty and faculty, and faculty and administration.

- 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) New Business

i) RES 181909 Faculty Award Process – Handbook Change \* First Reading

M. Rush introduced on behalf of FAC. The committee was charged to look at the award process so that the faculty awards committee can confer with the departments on nominees. It allows for back and forth conversation with departments to check the veracity of the information received for the award. D. Boschini said that it applies to the five faculty awards. The change is in the nomination process which applies to all. M. Rush said it gives the award committee direction to obtain documents from the department or head of a program conferred to the nominee. A. Jacobson informed the group that the Emeritus award already goes through the unit. The word change was made to make Emeritus and other faculty awards consistent across the board. J. Tarjan suggested a parallel process to the Honorary Doctorate Degree. D. Boschini said that the FAC would issue a request to the Faculty Honors and Award Committee to the chair; that would be the process. A. Hegde said the general understanding is that the endorsement has to come from the Chair. If someone is suggesting that the language specify that it come from the department chair, then there could be a chair deciding on his/her own without consulting the department. The “department” implies consultation and the memo

comes from the chair on behalf of the department. M. Slaughter requested that the language be specific so the interpretation is clear. M. Rees asked what if the nominee is the chair? M. Slaughter advocates for consultation. D. Boschini said M. Rush will take the ideas back to FAC and then prepare a Second Reading.

ii) RES 181910 University Council – Addition Library Member First Reading

M. Rush introduced on behalf of FAC. M. Rush moved to waive the First Reading based on the rationale. The additional member would be the Dean of the Library. The school deans are already members of the University Council. A. Jacobsen seconded waiving the First Reading. J. Tarjan suggested a friendly amendment to change the rationale to “This would improve consultation. This is supported by both the President and the Dean of the Library.” Approved unanimously.

b) Old Business

i) RES 181905– Role of Ombudsperson in Dispute Resolution \* Second Reading

M. Rush introduced on behalf of FAC. She moved to approve that the position report to the President. A. Jacobsen informed the group that this topic has had purposeful discussion for three years. The role had been taken out of the Provost’s Office. There would have to be a level that would be taking the faculty ombudsperson out of reporting to someone who the ombudsperson would be mediating with. D. Boschini thinks that the appointment could be made by the Provost-who would be closer to who would be a good mediator and upon the advice of the EC, and the reporting goes to the President. J. Tarjan in favor of the change to have the Provost make the appointment. This person still maintains duties to faculty, Universitywide. Operationally, the Provost is member of the EC, which makes it easier in the consultation process. A. Schmidt seconded. D. Boschini asked if all in favor of changing the recommended change from President to Provost for appointment purposes. Approved. Thank you to Senators Rush and Senator Millar.

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

Jacobsen concerned about the lack of calls for Research Council of the University (RCU) Grants and whether they will be offering them more frequently. D. Boschini asked V.

Harper to follow up. A. Hegde asked about the Diversity Grant. It's a separate call made by the RCU. The money that was available has shrunk. A. Jacobsen responded that the Diversity Grant was renamed to the Provost Development and IP. It's still being run. There are three pools of funding. RCU is university wide for labs and assigned time and creative activities. For some schools, the assigned time is more important. E. Correa reported that B. Chen came to the AS&SS meeting to hold a vote on the testing of software which would replace CSUB's homegrown program for online SOCI. The intent is to implement "Class Climate" software in spring. B. Chen said that he went to other CSUs and then IT found a solution. It does not replace paper SOCI. The advantage to the software is that if one logs into BB one can see real time response, and it is mobile friendly. IT did a pilot during winter session and a survey. IT is ready to go forward with it. D. Boschini said there is a problem with the real time response because faculty shouldn't see the students' response until the grades are awarded and closed. M. Danforth asked if the new tool was the equivalent of the individual responses. The summary responses aren't always useful. One can't pull responses to individual faculty members' evaluation in class. B. Chen responded that it will be exactly the same as a paper SOCI. A senator said that it's important that students fill out SOCI for the correct class. B. Chen will look into it. D. Boschini said that AS&SS has done a good job and that there are enough questions remaining that faculty need more time to discuss. IT has heard from a few people about what satisfies those individuals, and then went forward without broader discussion. The homegrown solution will be outgrown but we won't go forward without spending time on the proposed solution. A. Schmidt said that IRA applications have opened. C. Lam asked a question about the President's report. Between now and when the new students come in, will there be enough facilities such as parking, food, restrooms and other resources? President Zelezny said that it is separate to BC and will be accommodated by the G. Bynum project. The Environmental report has to show no impact before it can move forward. M. Slaughter is concerned about the BC transfer unit effect on CSUB tenure density. For example, our A1 offerings. BC offers 60 sections of A1. The Communications department doesn't have the faculty. We have Part Timers and BC is their first choice. We get the

people who want to augment their BC work here. That's how we staff the majority of sections. Every fall, CSUB's A1 classes are impacted – waitlist only. We lose FTEs because we don't have enough faculty to teach lower division GE. The solution is to get more faculty; she can see how we would lose more faculty to BC. President Zelezny expects with the enrollment growth money that there will be more classes, faculty hires, and support services. The amount of money will be known in June. K. Ziegler noted that since community colleges pay more for staff, advising, and faculty positions, CSUB risks losing higher quality employees to BC's campus on CSUB land.

#### 10) Adjournment

\* Changes to the Handbook

## Work Plan

Following is the proposed steps and timelines schedule for completing the strategic plan:

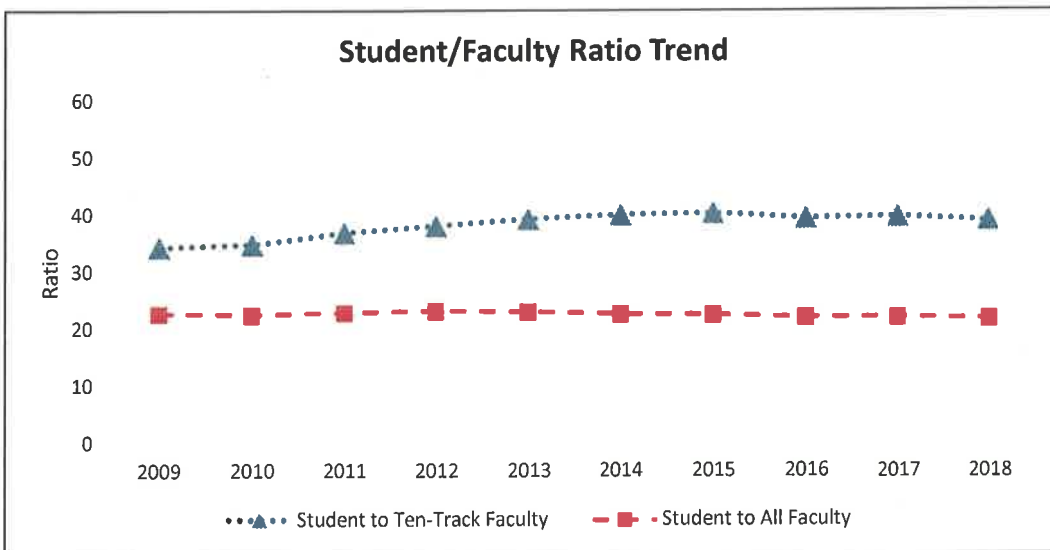
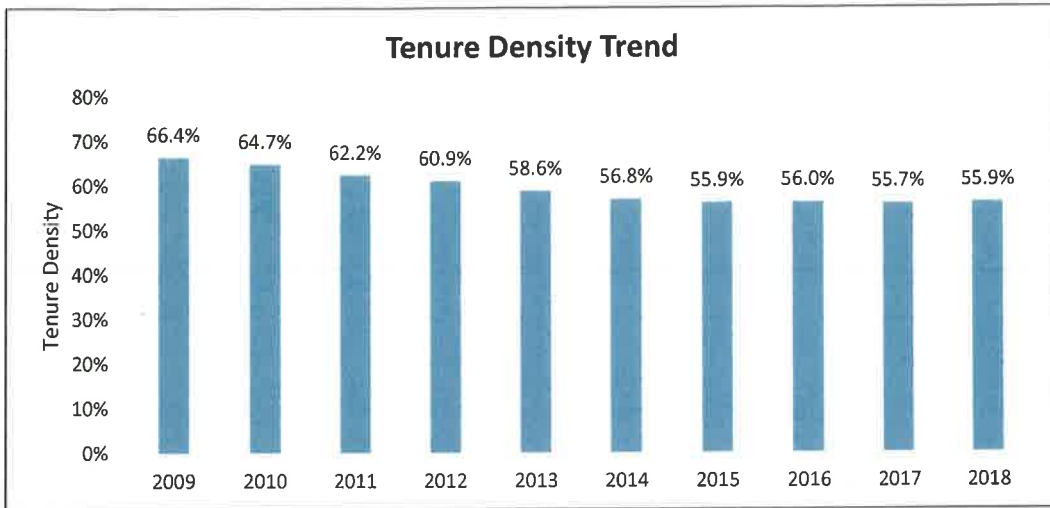
Task	Primary Responsibility	Timeline
1. Preparation	President and Advisor	January
2. Revise Vision and Marginally Update Core Values and Mission if/as Needed	Vision Subcommittee	Early/Mid-February
3. Identify Goals*	<u>University Strategic Planning and Budget Advisory Committee (USP&amp;BAC)</u>	Early/Mid-February
4. Develop Desired Outcomes	Goal-Based Task Forces and USP&BAC	March
5. Formulate Strategies*	Goal-Based Task Forces and USP&BAC	April – Early May
6. Develop Implementation Plan	President's Cabinet	Early/Mid-Summer
7. Post/Publicize Strategic Plan	On-Site Coordinator; Office of Public Affairs and Communication	Late Summer – Early Fall

\* Additional Town Hall Meetings are generally held at these points in the process to provide updates and opportunities for campus feedback.

2.

1-16-19 Draft

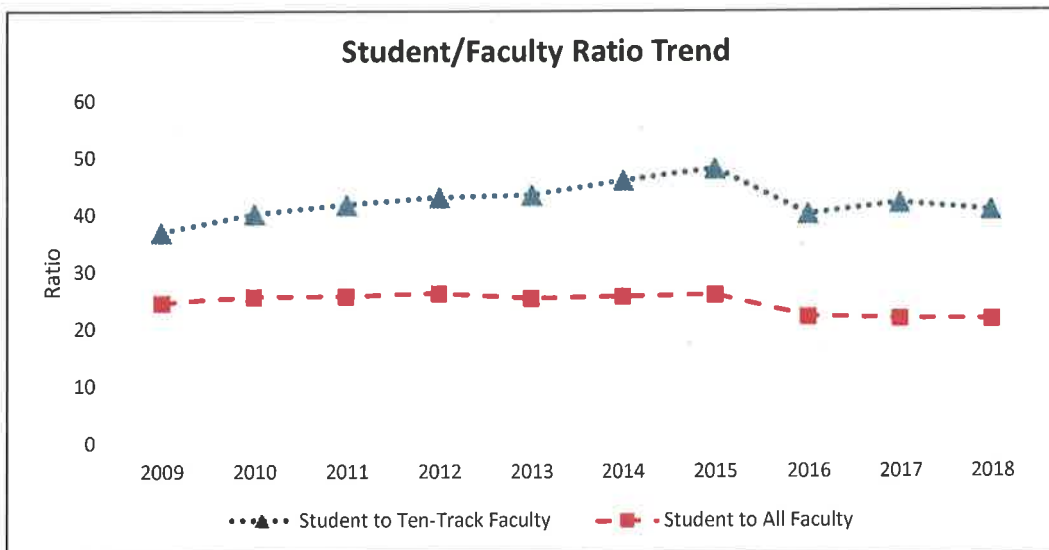
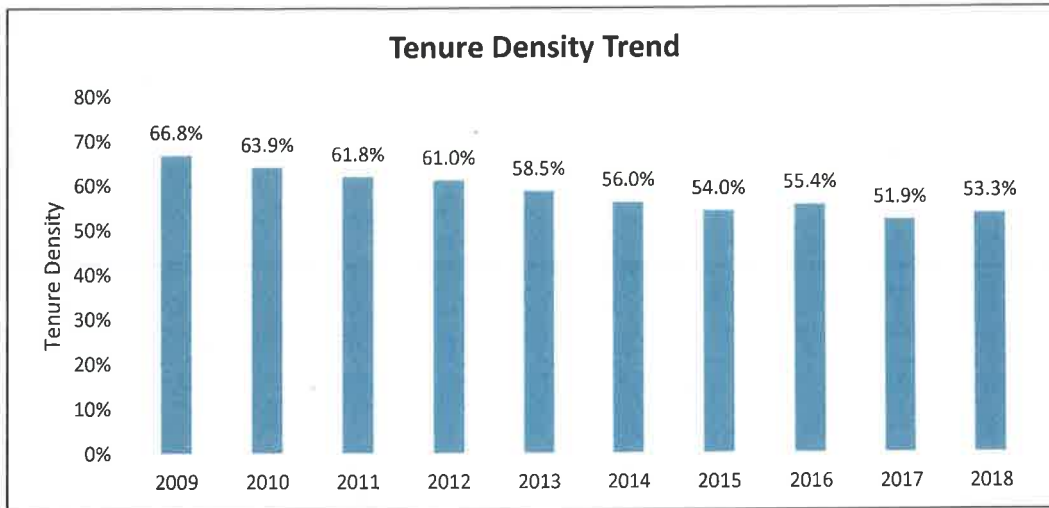
## Faculty Profile: Systemwide Total



Fall Term	Full-Time Equivalents (FTE)				Ratios		
	Students	Lecturers	Tenure-Track	All Faculty (Lect + TT)	Student to Ten-Track Faculty	Student to All Faculty	Tenure Density (TT/All Fac)
2009	357,601.4	5,286.0	10,425.5	15,711.5	34.3	22.8	66.4%
2010	343,319.4	5,376.1	9,874.3	15,250.4	34.8	22.5	64.7%
2011	361,675.9	5,957.1	9,813.0	15,770.1	36.9	22.9	62.2%
2012	369,163.7	6,227.0	9,702.7	15,929.7	38.0	23.2	60.9%
2013	379,387.1	6,821.7	9,669.0	16,490.7	39.2	23.0	58.6%
2014	391,531.8	7,459.4	9,796.9	17,256.3	40.0	22.7	56.8%
2015	404,746.3	7,909.9	10,042.9	17,952.8	40.3	22.5	55.9%
2016	409,382.1	8,156.6	10,394.3	18,550.9	39.4	22.1	56.0%
2017	419,518.1	8,429.0	10,586.0	19,015.0	39.6	22.1	55.7%
2018	418,062.1	8,465.1	10,745.8	19,210.9	38.9	21.8	55.9%

Note. Student FTES data from Institutional Research & Analyses and excludes FTES from CalStateTEACH and International Programs; Faculty FTEF data from CIRS AN October snapshots.

## Faculty Profile: Bakersfield



Fall Term	Full-Time Equivalents (FTE)				Ratios		
	Students	Lecturers	Tenure-Track	All Faculty (Lect + TT)	Student to Ten-Track Faculty	Student to All Faculty	Tenure Density (TT/All Fac)
2009	7,301.4	98.3	197.4	295.7	37.0	24.7	66.8%
2010	7,303.1	102.5	181.8	284.3	40.2	25.7	63.9%
2011	7,420.8	109.8	177.6	287.4	41.8	25.8	61.8%
2012	7,777.8	115.5	180.7	296.2	43.0	26.3	61.0%
2013	7,815.1	127.5	179.9	307.4	43.4	25.4	58.5%
2014	8,324.7	142.1	181.0	323.1	46.0	25.8	56.0%
2015	8,936.5	158.2	185.9	344.1	48.1	26.0	54.0%
2016	8,051.8	161.7	200.7	362.4	40.1	22.2	55.4%
2017	8,612.9	189.7	205.0	394.7	42.0	21.8	51.9%
2018	9,211.6	198.1	226.5	424.6	40.7	21.7	53.3%

Note. Student FTES data from Institutional Research & Analyses and excludes FTES from CalStateTEACH and International Programs; Faculty FTEF data from CIRS AN October snapshots.



## **Interim Provost Report**

for 3.7.2019

### **Two-Factor Authentication coming**

By June 1st, 2019 all campus employees that have access to level one data will need to use 2 step authentication to login to services. This will bring CSUB into compliance with a mandate from the Chancellor's Office. 2 Step authentication is using something you know (username and password) and something you have (a code from a phone or device) to login. 2 Step will be required once every 12 hours. Employees will be given a fob or can use their cell phones if they wish. Rollout will start mid-April 2019.

### **GRASP Post Award moving to BAS**

The Interim Provost is recommending using the "Park and Fix" model that was harnessed earlier this year with Financial Aid. The goals of the approach are to implement the managerial actions specified in a recent CO audit and improve service to PIs. Post Award (Pre-Award would be unaffected) would be moved to BAS for 18-months. In June of 2020, Cabinet would determine the permanent organizational location of GRASP Post-Award.

### **Status of the RSCA Funding**

The California State University (CSU) Office of the Chancellor provides funding to support Research, Scholarship, and Creative Activity (RSCA) to CSUB and The Provost provides matching funds to this award. The application announcement for the 2019-20 academic year will be sent out, through an online platform called Infoready, on Friday, March 15, 2019. Application is due on April 19, 2019 giving faculty approximately one month to apply. The University Research Council (URC) review committee will review the applications by Friday, May 3, 2019 and meet to deliberate and select winners on Tuesday, May 7, 2019. GRASP staff will send award letters to faculty on Thursday, May 9, 2018.

ACADEMIC SENATE LOG – MARCH 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	Complete	AAC, BPC The faculty stakeholder's proposal was withdrawn 2/27/19.			
10/2/18	2018-2019 Referral 08 Instructor Initiated Drop Policy	Complete	RES 181903 Instructor Initiated Drop Policy	1/24/19	2/1/19	2/8/19
11/15/18	2018-2019 Referral 14 Catalog, Degree Audit, and Schedule Builder Technology and Process Integration	First Reading 3/7/19	Viewing process flows of the annual vs. every two years, workload and implications RES 181911 Annual Catalog			
03/05/19	2018-2019 Referral 17 Distributed Learning Committee Policies	New	AAC look at new issue of course approval process that came from FAC's discussion of Referral 06.			
03/05/19	2018-2019 Referral 20 Continuous Enrollment Course	New	AAC			
03/05/19	2018-2019 Referral 22_Immediate Reinstatement After Academic Disqualification_AAC+AS&SS	New	AAC and AS&SS			

ACADEMIC SENATE LOG – MARCH 7, 2019

**Academic Support and Student Services: Elaine Correa/Chair, meets 10:00am in BPA 134**

**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 05 Canvas Pilot	Processing	Recommendations made. Response received.			
10/2/18	2018-2019 Referral 06 Distributed Learning Committee	Referred to FAC	No further action from AS&SS.			
10/9/18	2018-2019 Referral 10 Service Animal and Emotional Support Animal Policy	Pending others	Pending response to AS&SS' recommendations so they can finalize the issue.			
11/8/18	2018-2019 Referral 11 Textbook Ordering Process	Pending discussion	Pending discussion of the financial viability before the committee can make recommendations			
02/27/19	2018-2019 Referral 16 Faculty Participation in Information Technology Matters	New	AS&SS			
03/05/19	2018-2019 Referral 22_Immediate Reinstatement After Academic Disqualification_AAC+AS&SS	New	AAC and AS&SS			

ACADEMIC SENATE LOG – MARCH 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	Complete	AAC, BPC The faculty stakeholder's proposal was withdrawn 2/27/19			
10/2/18	2018-2019 Referral 09 University Hour	Pending others	BPC Pending classroom utilization data			
11/13/18	2018-2019 Referral 12 Academic Calendars	Complete	BPC RES 181907 Academic Calendars Summer 2019 through Summer 2020	2/4/19	2/15/19	2/15/19

ACADEMIC SENATE LOG – MARCH 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	Complete	RES 181902 Faculty on Sabbatical Serving on RTP Review Committee Second Reading 10/11/18	10/11/18	10/19/18	10/23/18
10/2/18	2018-2019 Referral 04 Ombudsperson	Complete	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	02/21/18	03/01/19	03/04/19
11/13/18	2018-2019 Faculty Award Process – Handbook Change		RES 181909 Faculty Award Process – Handbook Change Second Reading 3/07/19			
10/2/18	2018-2019 Referral 06 Distributed Learning Committee	Moved to AAC	Referral moved from AS&SS to FAC on 10/30/18. Referral moved from FAC to AAC on 03/05/19.			
12/4/18	2018-2019 Referral 15_ University Council Membership Addition-Library Representative – Handbook Change (105.3)	Complete	RES 181910 University Council – Addition Library Member	02/21/18	03/01/19	3/04/19
03/05/19	2018-2019 Referral 18 Graduate Director Term Limits and Feedback Review - Handbook Change	New	FAC			
03/05/19	2018-2019 Referral 19 Definition of One (1) WTU Release	New	FAC			
03/05/19	2018-2019 Referral 21 Faculty Honorary Doctorate Committee Structure and Process Improvement	New	FAC			

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD  
ACADEMIC SENATE

**Annual Catalog**

RES 181911

AAC

**RESOLVED:** That the Academic Senate recommends to the President that California State University, Bakersfield adopt an annual catalog, beginning in 2020/21, and remove the “Regularly Updated” catalog.

**RATIONALE:** The “Regularly Updated” catalog was created when the campus moved away from printed catalogs to online catalogs. Currently, changes can be submitted to the “Regularly Updated” catalog at any time and go into effect the following semester. This has caused several issues, particularly when the changes involve degree requirements:

- The myCSUB Academic Requirements Report (“degree audit”) must be updated each time a change is made in the “Regularly Updated” catalog for degree requirements, since the degree audit points to the “Regularly Updated” catalog.
- Students have catalog rights, but if there are multiple versions of degree requirements in a catalog (e.g. 2016/18 version 1, version 2, etc.), it becomes difficult to track which version to use for advising, roadmaps, graduation checks, etc.
- The Evaluations Office has to conduct a manual graduation check when the degree audit does not match the catalog version the student is using.

Moving to an annual catalog will eliminate the above issues with the “Regularly Updated” catalog, while still allowing programs to make changes on an annual basis. There would be clear catalog rights and degree requirements for each catalog year. Degree audits could then be kept “in sync” with the annual catalog, since updates would only take effect in Fall term. Academic Operations, Enrollment Management, and the Evaluations Office can streamline their processes with a stable catalog.

Should the annual catalog be adopted, Academic Operations should work with administrators, faculty members (particularly department/program chairs and curriculum committee chairs), and staff members to establish workflows and timelines for an annual catalog.

**Distribution List:**

President  
Interim Provost and VP Academic Affairs  
Vice Provost  
School Deans  
Department Chairs  
General Faculty