

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE
AGENDA
Thursday, April 25, 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
 - a. UPRC Report - D. Solano (Time Certain 10:05)
 - b. FHAC Faculty Awards – M. Rees (Time Certain 10:10)
 - c. GECCo Report – L. Paris (Time Certain 10:15-10:20)
 - d. Committee on Professional Responsibility: No activity for AY 2018-19 to report
 - e. Elections and Appointments – A. Hegde
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. Resolutions – (Time Certain 10:45 a.m.)
 - a. Consent Agenda
 - i. RES 181909 version2 Faculty Awards Process – Handbook Change *
 - b. New Business

i. RES 181915 Appeal of Academic Disqualification or Probation First Reading

c. Old Business

i. RES 181912 CSUB Academic Senate / General Education Task Force Proposal Second Reading

ii. RES 181913 CSUB Tenure Density Priority Second Reading

iii. RES 181914 Graduate Director Term Limits and Review – Handbook Change * Second Reading

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

10. Adjournment

* Changes to the Handbook

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD

ACADEMIC SENATE

Minutes

Thursday, April 4, 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, A. Lauer, Y. Lee, M. Martinez (Alt.), J. Millar, M. Rees, M. Rush, L. Sakomoto (Alt.) A. Schmidt, M. Slaughter, B. Street, K. Szick (Alt.), J. Tarjan, D. Zhou (Alt.), K. Ziegler-Lopez, V. Harper

Absent: E. Correa, J. Millar, M. Rush

Visitors: A. Jacobsen, D. Dodd, D. Schecter, L. Zuzarte, D. Jackson, K. Krishnan, K. Shaw

1. Call to Order

A. Hegde called the meeting to order.

2. Approval of Minutes

A. Schmidt moved to amend the minutes (page 6) to read “A. Schmidt referred to an earlier resolution in Senate that was tabled to assure that one person’s vote was heard, and she suggests that same process be mirrored in the sub-committee(s).” M. Rees moved to approve the minutes as amended. A. Jacobsen seconded.

3. Announcements and Information

- a. Academic Senate Chair, D. Boschini, is at the Office of Statewide Health Planning and Development defending a grant proposal. Mark Martinez is at a conference. E. Correa is at the OLS conference related to Affordable Learning.
- b. President Zelezny Senate Report (Time Certain 10:05-10:30) The President expressed appreciation of Alumni Hall of Fame recipient, G. Tackett, for providing a quote from the Dalai Lama that speaks to us collectively, as educators. “Each individual must try to assure peace and compassion in his or her family. The children in such a society would receive affection in their families and in their schools from the educators concerned. We might have one or two

set-backs, but generally I think that we can develop a sensible society. Sensible here means a sense of community, a sense of responsibility, and a sense of commitment.”

Updates:

Coffee Conversations - There are two more this semester to complete the list of faculty members. There will be Coffee and Conversation with Staff next year.

Washington D.C. – President returned from week-long meetings with our elected legislators, particularly to advocate their support of Pell Grants. The President met with interns and alums who work in the Washington D.C. area. She thanked the Senators for their support of a positive student experience here.

The Strategic Plan is moving forward. There are five goals. Five groups are co- led by a faculty member and an administration, meeting with their teams of faculty, students and staff to come up with outcomes and criteria for each of the five goals. The work of colleagues on those five goals will be presented May 10 to bringing out a last look and feedback.

Capital Campaign – A team of consultants will be brought in to be interviewed by the campus. She welcomes faculty feedback to them as they work on the feasibility study. There will be a kick off campaign once the Strategic Plan is in place. By the time CSUB reaches 2020, the 50th Anniversary, we are half-way through the silent phase of raising money.

BC/CSUB collaboration is progressing as the Interim Provost has held meetings. The Environmental Impact Report issues and the Fish & Wildlife assessment are being worked through. At the same time, the details around Academics Programming and Academic Support Services will be in worked on. Modular units will be in place in fall 2019. Dust mitigation control has been mentioned.

The Presidential Investiture is a week-long series of events. It begins with a sense of place. There will be a Land Blessing by the Tejon Indian Tribe on Sustainability Day. Following the viewing of the movie, “Dolores” there will be a faculty panel leading the discussion on Social Justice and field workers rights.

The President will be at the Antelope Valley speaking with General E. John Teichert with community members on the future of that area. The President will be leading a Student Leadership Academy. On Wednesday, there will be a forum open to the public, Future of Kern Workforce. On Thursday there will be some surprise acknowledgements for past presidents. Elected officials are invited to share any resolutions. Other presidents from the CSU and the Chancellor will arrive that evening. Then Friday there will be a procession just prior to the 10:00 a.m. Investiture. President Zelezny invited the Senators to participate in the celebration. Regalia is available at the bookstore for faculty to rent for free for the Investiture. A poet laureate will be the keynote speaker. Other dignitaries will be speaking. A reception follows, showcasing Kern as the #1 Agriculture county in the state, and then celebrating the Taste of Bakersfield. The Investiture committee could consider doing something special for founding faculty, retired faculty and alumni, too. A. Hegde thanked the President for the report and the many times she has made herself available to faculty and the rest of the campus.

c. Faculty Trustee visit: R. Sabalius on April 23

d. Elections and Appointments – A. Hegde

Nominations for committee members for At-large positions on university-wide committees ends Friday, April 5:

- Committee for Professional Responsibility (CPR)
- Faculty Honors and Awards Committee (FHAC)
- Faculty Teaching and Learning Center Advisory Board (TLC)
- University Council (UC)
- University Program Review Committee (UPRC)
- University Review Committee (URC)

4. Approval of Agenda

C. Lam moved to approve the agenda. M. Slaughter seconded. Approved.

5. ASCSU Report

J. Tarjan - The nominations for Faculty Trustee were sent to the Governor's office. J. Tarjan has received a lot of feedback from the campus on the GE Task Force Report. He requested that the Senate consider responding to the report with constructive feedback. For example, CSUB supports the part where it can offer integration of skills throughout the curriculum as this campus has done, the Pathways to Sustainability and Pathways to General Education for transfer students could be coordinated with the Community Colleges. Perhaps the Integration of American Institutions is a good thing. Perhaps carve out room for the First Year Experience, and to formally put diversity in the curriculum. Perhaps campuses should have the ability to not have upper division reciprocity. We should hold our students to our unique upper level standards and experience. Students who take classes online aren't going to have the same local experience. The response could state that too much coverage and breadth has been eliminated from the humanities and social sciences. The response would have more impact if it focused on the things we like. This group was tasked so we can shape what is going forward. The format should conform with ASCSU senate resolutions.

6. Interim Provost Report

V. Harper – The five school lunches about the GI 2025 teaching and graduation have been completed. There will be five teams to discuss their school-based plan on the issues observed in their respective schools, and then to work over the summer to increase retention rates. He thanked all those involved in the school lunches who participated and asked those difficult questions. There will be a reception in the fall. The Faculty Leadership Academy planning is underway. It is designed for junior faculty members considering future leadership position. The program will offer a broad understanding of the university as a dynamic and inclusive institution. It will provide faculty the opportunity to develop knowledge of a diverse and complex changing landscape in higher education while exploring their individual role in that context. V. Harper thanked D. Boschini for the idea and to B. Street for developing it.

The Joint Planning BC/CSUB Center committee will have eight faculty and eight administrators as members. Staff on the CSUB/BC committee are individuals who nominated themselves. M. Slaughter offered her service and V. Harper accepted.

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 meeting on March 26 was mostly about completing the current work in the committees since there are only three more meetings and not enough time to have new items considered. Referral # 19 Faculty Workload will be deferred to next year because of the many complex issues that need to be worked through.
- b. Academic Affairs Committee (M. Danforth) The committee had their joint meeting with AS&SS to discuss Referrals #22 Immediate Reinstatement After Academic Disqualification. The committees looked at EO 1038 to make sure that they were developing a resolution in compliance with the requirements whereby there is procedure for students who are placed on academic probation or are academically disqualified can appeal. The focus is on the appeal.
- c. Academic Support & Student Services Committee (E. Correa) (deferred)
- d. Budget & Planning Committee (B. Street) The Spring Budget Forum is scheduled for May 14, 09:00-10:00. The committee has been looking at the GI 2025 fund distribution. Over a three-year period, there has been \$6M allocated GI 2025: 77% to Academic Affairs (AA); 16% BAS; almost 7% went to Student Affairs. The GI 2025 allocation to AA: 2016-17 we received \$520K but put \$750K into 12 new line positions, 2017-2018 received \$2.4 but \$1.5M used to obtain 12 positions new lines; 2018-19 \$1.5M of funds allocated for new tenure-track lines however only \$800K went to hiring six new lines. One line (Sustainability position) will carry over to next year. The remaining funds went to high impact practices such as IT upgrades, the Kegley Center, the Dream Center, Food Pantry, and the Career Education and Community Engagement (CECE).

RES 181913 CSUB Tenure Density Priority First Reading to be presented today.

- e. Faculty Affairs Committee (M. Rush) A. Jacobsen reported on behalf of the committee. Referral # 19 Faculty Workload required significant information gathering, and the topic will be deferred until next year. Referral #13 Faculty Award Process – Handbook Change, FAC is looking at reviewing and citing recommendations for Honorary Doctorates, etc. RES 181914 Graduate Directors Term Limits – Handbook Change is in First Reading today.
 - f. Staff Report (K. Ziegler-Lopez) Spring break is a week before registration. Faculty is requested to remind students to register immediately following the break.
 - g. ASI Report (A. Schmidt) She attended meetings with President Zelezny in Washington, DC. There was a reception for alumni at Congressman K. McCarthy's Office. A Financial Aid rally was held to gain support of increasing funds toward Cal Grants. ASI passed a resolution in support of a ROTC program, and a resolution to add an Hour. ASI is hosting a Silent Party. ASI election results will be announced next week. ASI will be establishing the Wishing Tree on campus to pair up with Alumni graduation event during the President Investiture week.
8. **Resolutions** – (Time Certain 10:45 a.m.)
- a. New Business
 - i. RES 181912 CSUB Academic Senate / General Education Task Force Proposal First Reading - D. Dodd introduced the resolution on behalf of Senator M. Martinez. A. Hegde moved to approve. All approved. The Committee on History and American Institutions (CHAI) formed in 2014-15 to study reform and improve the U.S. History program. The committee participated in the CO course redesign and technology program. The CHAI's work seemed to be ignored by the GE Task Committee because there wasn't consultation with the committee or historians. The closed nature is disturbing to faculty members of the CHAI. There is strong interest in having the report rejected. If we were to move forward and inform the CO and CSU Senate, it would be that

CSUB wisely did it right to recommend six units without sacrificing American Institutions instruction in the Constitutional government, etc. Other campuses have voted on similar resolutions. D. Dodd urges CSUB to follow suit. A. Hegde advised the group to send comments directly to Senator Martinez. J. Tarjan made recommendations to the format, and responded to some of the statements made and provided suggestions:

Whereas #1 seems to indicate that this was not a faculty led effort yet it was an ASCSU task force with lots of faculty representation.

Whereas #2 asserts little-to-no consultation. Perhaps it should focus on the groups that were not formally consulted. The task force has detailed the groups that were consulted with in public presentations and they seem to clearly be more than zero.

Whereas #3 deals with an assertion about Title 5 40405. Those system requirements haven't really changed significantly in many years despite implementation innovations on the campuses.

Whereas #6 might need to be rephrased to more accurately reflect the wording of Title V 40404 language. No Title V requirement. In practice, most community colleges and CSU take six units. The effect of the GETF proposal might be to have fewer units in AI taken by most students and that might be a better focus for the resolution. Currently Title 5 does not contain unit requirements and it could be argued that this proposal actually increases the number of required units in AI.

The response of some Senators was that CSUB faculty were not consulted. J. Tarjan said the committee put forth a model to gather feedback from everyone; it's a tentative proposal draft that was sent out and now is the time for consultation and feedback, although the GE Task Force Report was not presented with a request for input. Send recommendations to M. Martinez. A. Schmidt said that she will bring the resolution to the ASI Board. A. Jacobsen thanked M. Martinez and D.

Dodd for their work. The report oversteps in many ways. We are faculty and educators. We know our students best and our campus best. She supports the resolution. Computer Science and Electrical Engineering didn't see the GE Task Force's outreach for that discipline's counsel. A. Hegde said that while one can say that people were consulted, if the constituents don't feel they've been consulted, there is an issue with the communication and the process. We all want the students to graduate on time with the kind of education they need. There may be changes to the resolution to address those things. M. Martinez consulted faculty and students on this campus before the First Reading. A. Hegde thanked D. Dodd for his work on the issue.

- ii. RES 181913 CSUB Tenure Density Priority First Reading - B. Street introduced the resolution. It is to combat the downward ten-year trend in tenure-track lines while the number of students have been and are forecasted to continue to increase. The resolution addresses the top priority on campus when resources become available using metrics: a) tenure-density percentage and b) a realistic and aspirational bar. CSUB has a unique situation by way of student population and location in terms of having access to individuals that would have the skills and expertise to teach, especially in the upper division courses. The committee decided that 60% tenure-density or the 75 percentile. To use the CSU system-wide average would not service our individuals who have more needs. The dollar amount is the metric used by the CO as it relates to the dollar value per individual line. The resolution states that there would be an annual check that the percent goal is reasonable and achievable. Finally, the intent is to have it engaged in the Strategic Plan we are developing; these values to be placed and aligned with the budget goal. A. Schmidt commented that this doesn't fall in the budget priority for the students. B. Street will take suggestions by email.

iii. RES 181914 Graduate Director Term Limits and Review – Handbook Change First Reading - A. Jacobsen presented on behalf of the committee. The Handbook has language for review and appointment of department and program chairs. There was some confusion about where Graduate Directors fall. They are leading Academic Programs so it is basically adding them to the Handbook. It's using the same language in Handbook section 312 for Graduate Directors. The titles are different across campus due to having changed in practice. There was a recommendation for FAC to present consistency in titles. The option is to 1) change the language or 2) defining that a specific list of titles apply.

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

B. Street spoke about the Faculty Leadership Academy. He requested that Senators look for junior faculty that show promise. The program development will be done utilizing the skills we have on campus based on interest and expertise. A call for interest is going out next week for facilitators, a general coordinator and session coordinators. The plan is to have four participants from each school so as to not show favoritism. V. Harper is proud of the faculty who are designing and leading the Faculty Leadership Academy. The goal is to have faculty members in the bullpen to 1) give a morale boost to junior faculty and to 2) give life to administrators to see people differently. There will be a mentorship system introduced. A. Hegde said that the interest in developing junior faculty speaks volumes about the Interim Provost and the President's leadership on campus. He thanked President Zelezny and the Interim Provost V. Harper.

10. Adjournment

The meeting adjourned at 11:18.

* Changes to the Handbook

ACADEMIC SENATE LOG – APRIL 25, 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	AAC 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	Complete	AAC RES 181911 Annual Catalog	3/21/19	3/29/19	4/4/19
03/05/19	2018-2019 Referral 17 Distributed Learning Committee Policies	Next year	The committee is putting information together for next year's committee.			
03/05/19	2018-2019 Referral 20 Continuous Enrollment Course	Pending response	AAC waiting response from PPA.			
03/05/19	2018-2019 Referral 22_Immediate Reinstatement After Academic Disqualification_AAC+AS&SS	Senate 4/25/2019	AAC and AS&SS RES 181915 Appeal of Academic Disqualification or Probation First Reading			

ACADEMIC SENATE LOG – APRIL 25, 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	Waiting	AS&SS Recommendations made. Response received. – The committee decided to wait to have that conversation.			
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	Complete	AS&SS' recommendations sent to C. Catota and J. Watkins.			
11/8/18	2018-2019 Referral 11 Textbook Ordering Process	Complete	IncluED is expensive and complicated whereby students have to opt- in and opt-out and it has an impact on the timely management of their financial aid.			
02/27/19	2018-2019 Referral 16 Faculty Participation in Information Technology Matters	Pending further discussion	AS&SS IT request to have those with expertise in Canvas step up to be trainers. Pending further discussion.			

ACADEMIC SENATE LOG – APRIL 25, 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	Complete	BPC No resolution is forthcoming or action by the Senate required			
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
4/4/19	2018-2019 Referral 23 Strategic Planning Budget and Faculty Tenure Density Priority	Second Reading 4/25/19	BPC RES 181913 Faculty Tenure Density Priority Second Reading 4/25/19			

ACADEMIC SENATE LOG – APRIL 25, 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	Complete	RES 181905 Role of Ombudsperson in Dispute Resolution	02/21/18	03/01/19	03/04/19
11/13/18	2018-2019 Referral 13 Faculty Award Process – Handbook Change	V02 Senate 4/25	RES 181909 Faculty Award Process – Handbook Change V02 Senate 4/25/19 edit to include Millie Ablin Award	03/07/19	03/15/19	03/18/19
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	Second Reading 4/25/19	FAC RES 181914 Graduate Directors Term Limits Second Reading 4/25/19			
03/05/19	2018-2019 Referral 19 Faculty Workload	Defer to AY19-20	FAC Defer to AY19-20			
03/05/19	2018-2019 Referral 21 Faculty Honorary Doctorate Committee Structure and Process Improvement	Report to EC 4/23/19	FAC No formal resolution to the Senate. Report to EC 4/23/19.			

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

FAC

Faculty Awards Process – Handbook Change

RES 181909

RESOLVED: That the Academic Senate of CSU Bakersfield recommend to the President that the University Handbook be revised as follows:

308 REVIEW PROCEDURES FOR SPECIAL AWARDS AND APPOINTMENTS

The Faculty Honors and Awards Committee (FHAC) is the University-wide committee responsible for reviewing and making recommendations for the granting of honors, awards, and distinctions as specified in this section, except for the Faculty Research Award. A Recommendation for the latter is determined by the Research Council of the University. The FHAC consists of five (5) full-time tenured faculty elected by the faculty for two- year terms on a staggered basis. The faculty of the schools of Arts & Humanities, Business and Public Administration, Natural Sciences, Mathematics and Engineering, Social Sciences and Education shall each elect one member and an alternate from their respective school, and one member and one alternate shall be elected at large by the faculty. (*Revised 6-28-18*)

308.1 Appointment and Review of Endowed Professors

- a. Endowed Professorships are positions that may be filled by individuals of various academic rank. Such professorships provide the University with the opportunity to augment faculty salaries in specific disciplines, to establish new field of expertise in specific departments and schools, and to bring nationally and internationally known scholars to CSUB.
- b. Appointment procedures for Endowed Professorships shall follow those of regular appointments to faculty positions, with the exception that the search and screening committee shall include the members of the FHAC. The recommendations of the augmented search and screening committee shall be forwarded via the P&VPAA to the President for final action.
- c. Faculty holding Endowed Professorships are subject to review on an annual basis in accord with current policies of the Board of Trustees. Review procedures for Endowed Professorships shall normally be those appropriate to the rank of the person being reviewed. It is anticipated that under normal circumstances the annual reviews required by the Board of Trustees shall be of routine nature for faculty holding tenured associate or tenured professor rank. Fifth-year reviews

shall be more extensive and in accord with regular RTP or post-tenure review procedures.

308.2 Emeritus Status

The award of Emeritus status to a retiring or retired faculty member is to be considered an honor bestowed in recognition of meritorious contributions to the University over an extended period.

(Revised 2/24/16)

308.2.1 Eligibility

Emeritus status shall be granted to faculty members who, over an extended period of time, have a meritorious record in one or more of the areas of teaching, scholarship, and/or service. Of prime importance is demonstration of a strong commitment to the University, its goals, and general well-being as an academic institution within the community. The awarding of Emeritus status shall not be limited by considerations of rank or status. The Emeritus title shall be appended to the rank or status of the individual at or following the time of retirement. (Revised 2/24/16)

308.2.1b Posthumous Eligibility

A faculty member may be approved for Emeritus status posthumously, whether death is prior to or after separation from employment. (Added 2/24/16)

308.2.2 Nominations

Nominations and all relevant materials for Emeritus awards shall be submitted to the FHAC by any peer or group of peers, preferably from the faculty individual's department or unit. In all instances, before making a decision regarding a nomination, the FHAC shall obtain documentation that the nominee's department or equivalent unit considered the nomination and made a collective decision whether to support, oppose, or take no position regarding the nomination. The FHAC will report the department or unit's position to the President as part of the materials they submit on that nominee. Nominations should include a supportive summary statement outlining the meritorious contributions. Recommendations may be supplemented by others or the person nominated. Personnel Action Files will not normally be considered during the award selection process. (Revised 2/24/16)

308.2.3 Number of Awards

The FHAC shall provide timely review of all nominations for Emeritus status for faculty members who have retired or for whose anticipated retirement date is within one year of the date of the nomination. Awards are to be regarded as an honor and a continuing commitment of the University to designated faculty members. There shall be no quota or limitation on the number of such awards each year. The committee shall submit all nominations and its recommendations directly to the President in a timely manner. The President shall make the final decision regarding awards. (Revised 6/22/16)

308.2.4 Privileges and Public Announcement

Public announcement of any Emeritus awards shall take place during an event suitable to the announcement. The award of Emeritus status shall entitle the recipient to the following:

- a. A certificate of award of emeritus status at an event suitable to the announcement;
- b. Listing within faculty roster published in the catalog and appropriate University or CSU system bulletins or announcements;
- c. A faculty membership card for purposes of appropriate identification;
- d. Library privileges and services ordinarily accorded to faculty;
- e. Free parking privileges (issued annually);
- f. Continuous access to a University email account.

The award of Emeritus status may also entitle the recipient to the following institutional courtesies or benefits when they are appropriate and available:

- g. Timely notice of all General Faculty meetings and events of the University and such other notices as desired;
- h. Mail services, including the mailing of appropriate faculty notices;
- i. Space for scholarly or other professional pursuits, as available;
- j. Access to and appropriate use of campus buildings, including spaces for conference and laboratory facilities;
- k. Use of campus recreational facilities with payment of membership fee;
- l. Discounts for specified commercial events or programs sponsored by CSUB;
- m. Free passes or discounts to University athletics events;
- n. Limited use of telephone and Reprographics services; *(Revised 2/24/16)*

308.3 Annual Faculty Awards for Excellence

The following honors are annually bestowed upon faculty members who have distinguished themselves in areas of teaching, faculty leadership and service, or in research. In addition, the campus nominates faculty for the system-wide Wang Family Excellence Award.

In each instance the Provost/Vice President for Academic Affairs (P&VPAA) shall initiate the selection process by notifying the Faculty Honors and Awards Committee and Academic Senate of the timeline for proceeding.

Members of the Faculty Honors and Awards Committee shall neither be eligible to nominate a candidate for any of these awards nor be a candidate for any of the awards. Further, it is expected that committee members shall enter the process free of bias for or against any nominee.

The following is suggested as a timetable for awards of the Millie Ablin Excellence in Teaching, Faculty Leadership and Service, and Faculty Scholarship and Creative Activity:

Third Week of Spring semester	P&VPAA and the Academic Senate Chair jointly issue a call for nominations
45 Days following call	Closing date for nominations
21 Days after close of nominations <i>(Revised 6-28-18)</i>	Awards committee may choose one candidate per award and submit name to Academic Senate approval
Last Spring Senate meeting <i>(Revised 16-08-18)</i>	Senate approval
University Day	Nominee receives award and University <i>(Revised 06-06-17)</i>

308.3.1 The Millie Ablin Excellence in Teaching Award

The Millie Ablin Excellence in Teaching Award is intended to recognize and encourage excellence in teaching.

308.3.1.1 Selection

A nominee may be chosen annually by the Academic Senate on recommendation of the Faculty Honors and Awards Committee augmented by a student member appointed by the President of the Associated Students.

308.3.1.2 Procedures

- a. In the third week of Spring semester each year the P&VPAA shall initiate the process and ask the President of Associated Students to appoint a student to the committee. The P&VPAA and the Chair of the Academic Senate shall, at the same time, send out a call for nominations. This announcement shall include a deadline for submissions and a description of what is required for nomination.
(Revised 06-06-17)
- b. Any full-time member of the CSUB faculty is eligible for nomination, which may be submitted by administrators, faculty, students, or alumni. No self-nominations shall be accepted. The nominee’s current abbreviated vita, and a signed, written statement, not exceeding 600 words, summarizing the nominator’s reasons for supporting the nominee shall be submitted. The statement should be concise and factual. The criteria for the award call primarily for excellence in teaching. Scholarship, creative activity, and service to campus and community are

important but may not substitute for a candidate's teaching accomplishments.
(Revised 06-06-17)

- c. Materials submitted for consideration and all committee deliberations concerning them must be held in strict confidence.
- d. **In all instances, before making a decision regarding a nomination, the FHAC shall obtain documentation that the nominee's department or equivalent unit has considered the nomination and made a collective decision whether to support, oppose, or take no position regarding the nomination.**
- e. The Faculty Honors and Awards Committee may choose the Millie Ablin Excellence in Teaching nominee from among the finalists and submit this candidate's name to the Academic Senate for approval. The Faculty Honors and Awards Committee is not obligated to forward a nomination if a worthy candidate is not identified.
- f. In order to maintain confidentiality, all materials collected by the committee shall be promptly destroyed.

308.3.2 Faculty Leadership and Service Award

The Faculty Leadership and Service Award has been established by the Academic Senate of CSUB in order to recognize and encourage outstanding contributions by faculty to the principle and practice of shared governance on this campus as well as service to the community and the University service region.

308.3.2.1 Selection

The Faculty Leadership and Service Award nominee may be chosen annually by the Academic Senate on recommendation of the Faculty Honors and Awards Committee.

308.3.2.2 Procedures

- a. In the third week of Spring semester each year the P&VPAA shall notify the Faculty Honors and Awards Committee of the timeline for proceeding. The P&VPAA and the Chair of the Academic Senate shall send out a call for nominations. This announcement shall include a deadline for submission and a description of the requirements for nomination. (Revised 06-06-17)
- b. Any full-time faculty member of the CSUB faculty is eligible for nomination by administrators, faculty, students, or alumni. No self-nominations shall be accepted. A completed nomination form, the nominee's current abbreviated vita, and a signed, written statement not exceeding 600 words, summarizing the nominator's reasons for supporting the nominee shall be submitted. The statement should be concise and factual and confined to issues related directly to matters of shared governance and community service. The criteria for the award, as set forth by the Academic Senate of the California State University, Bakersfield, call for outstanding efforts and service toward collegial governance and service to the community and the university service region. Scholarship, creative activity, and teaching are important but may not substitute for a candidate's service and leadership. (Revised 06-06-17)
- c. The Faculty Honors and Awards Committee may, in seeking to make a selection, solicit additional information about the candidate that it deems relevant and

necessary to make an informed judgment on a worthy nominee for the award. Materials submitted for consideration and those solicited, as well as all committee deliberations concerning them, shall be held in strict confidence.

- d. In all instances, before making a decision regarding a nomination, the FHAC shall obtain documentation that the nominee's department or equivalent unit considered the nomination and made a collective decision whether to support, oppose, or take no position regarding the nomination.
- e. The Faculty Honors and Awards Committee may submit the name of its nominee for the Faculty Leadership and Service Award to the Academic Senate for approval. The Faculty Honors and Awards Committee is not obligated to forward a nomination if a worthy candidate is not identified.

308.3.3 Faculty Scholarship and Creative Activity Award

The Faculty Scholarship and Creative Activity Award has been established to recognize and encourage outstanding contributions to the principle and practice of research in academia.

308.3.3.1 Selection

The Faculty Scholarship and Creative Activity Award nominee may be chosen annually by the Academic Senate on recommendation of the Faculty Honors and Awards Committee.

308.3.3.2 Procedures

- a. In the third week of Spring semester each year, the P&VPAA and the Chair of the Academic Senate shall send out a call for nominations. This announcement shall include a deadline for submission and a description of the requirements for nomination. *(Revised 06-06-17)*
- b. Any full-time faculty member of the CSUB faculty is eligible for nomination by administrators, faculty, students, or alumni. A nomination must include the nominee's most current abbreviated vita accompanied by a signed, written statement not exceeding 600 words, summarizing the nominator's reasons for supporting the nominee. The statement should be concise and factual. The ONLY criteria for the award shall be outstanding research or creative achievement.
- c. The Faculty Honors and Awards Committee may, in seeking to make a selection, solicit additional information about the candidates that it deems relevant and necessary to make an informed judgment on the worthiness of the nominee for the award. Material solicited and submitted for consideration, as well as all committee deliberations, shall be held in strict confidence.
- d. In all instances, before making a decision regarding a nomination, the FHAC shall obtain documentation that the nominee's department or equivalent unit considered the nomination and made a collective decision whether to support, oppose, or take no position regarding the nomination.
- e. The Faculty Honors and Awards Committee may submit the name of its nominee for the Faculty Scholarship and Creative Activity Award to the Academic Senate for approval. The Faculty Honors and Awards Committee is not obligated to forward a nomination if a worthy candidate is not identified.

308.3.4 Promising New Faculty Award

The Promising New Faculty Award has been established to recognize exemplary achievements in teaching, research, scholarship, creative activities, and/or service among all full-time, tenure-track faculty (or Assistant Professors). *(Added 06-06-17)*

308.3.4.1 Selection

The Promising New Faculty Award nominee may be chosen annually by the Academic Senate on recommendation of the Faculty Honors and Awards Committee. *(Added 06-06-17)*

308.3.4.2 Procedures

a. In the third week of Spring semester each year, the P&VPAA and the Chair of the Academic Senate shall send out a call for nominations. This announcement shall include a deadline for submission and a description of the requirements for nomination. *(Added 06-06-17)*

b. Any full-time, tenure-track assistant professor of the CSUB faculty is eligible for nomination by administrators, faculty, students, or alumni. No self-nominations shall be accepted. A completed nomination form, the nominee's current abbreviated vita, and a signed, written statement, not exceeding 600 words, summarizing the nominator's reasons for supporting the nominee shall be submitted. The statement should be concise and factual and confined to issues related directly to the contributions, achievements, and currency as articulated in criteria for selection. The criteria for the award, as set forth by the Academic Senate of the California State University, Bakersfield, call for the following:

Contribution: The primary criterion is outstanding, demonstrated, significant contributions to teaching, research, scholarship, creative activities, and/or service.

Achievement: There must be evidence that the nominee has performed work of superb achievement as demonstrated by publication or artistic production and evaluation by peer review.

Currency: Nominees shall be scholars who are current with developments and findings in their field and in the use of effective pedagogy. *(Added 06-06-17)*

c. The Faculty Honors and Awards Committee may, in seeking to make a selection, solicit additional information about the candidates that it deems relevant and necessary to make an informed judgment on the worthiness of the nominee for the Promising New Faculty Award. Material solicited and submitted for consideration, as well as all committee deliberations, shall be held in strict confidence. *(Added 06-06-17)*

d. In all instances, before making a decision regarding a nomination, the FHAC shall obtain documentation that the nominee's department or equivalent unit considered the nomination and made a collective decision whether to support, oppose, or take no position regarding the nomination.

e. The Faculty Honors and Awards Committee may submit the name of its nominee for the Promising New Faculty Award to the Academic Senate for approval. The Faculty Honors and Awards Committee is not obligated to forward a nomination if a worthy candidate is not identified. *(Added 06-06-17)*

308.3.5 Outstanding Lecturer Award

CSUB is committed to providing encouragement and supporting outstanding teaching achievements by full-time lecturers. The Outstanding Lecturer Award has been established to honor a full-time lecturer for excellence in teaching effectiveness and service to the CSUB campus community. *(Revised 06-06-17)*

308.3.5.1 Selection

The Outstanding Lecturer Award nominee may be chosen annually by the Academic Senate on recommendation of the Faculty Honors and Awards Committee. *(Added 06-06-17)*

308.3.5.2 Procedures

a. In the third week of Spring semester each year, the P&VPAA and the Chair of the Academic Senate shall send out a call for nominations. No self-nominations shall be accepted. This announcement shall include a deadline for submission and a description of the requirements for nomination. *(Added 06-06-17)*

b. All full-time lecturers (as defined by the CSU collective bargaining agreement) with one or more years of full-time teaching at CSUB are eligible to receive the Outstanding Lecturer Award provided they are teaching full time in the year of the award application. The following criteria shall be used:

Teaching Effectiveness: The principal criterion for receiving this award shall be a sustained record of outstanding teaching across multiple terms as evidenced by:

- Summaries of student evaluations and sample comments from students
- Active participation in curriculum development or improvement, assessment, pedagogical improvement, innovation, or integration of high impact practices into teaching
- Peer observations of teaching.

Service: Engaging in service to the campus and/or contributions beyond classroom teaching that benefits students. Examples may include involving students in research, scholarship or creative activities; conducting extra-curricular activities with students; leading field trips; advising student clubs or organizations; and mentoring/advising students.

Currency: Nominees should be current with developments and findings in their field and in the use of effective pedagogy. *(Added 06-06-17)*

c. The Faculty Honors and Awards Committee may, in seeking to make a selection, solicit additional information about the candidates that it deems relevant and necessary to make an informed judgment on the worthiness of the nominee for the award. Material solicited and submitted for consideration, as well as all committee deliberations, shall be held in strict confidence. *(Added 06-06-17)*

d. In all instances, before making a decision regarding a nomination, the FHAC shall obtain documentation that the nominee's department or equivalent unit considered the nomination and made a collective decision whether to support, oppose, or take no position regarding the nomination.

e. The Faculty Honors and Awards Committee may submit the name of its nominee for the Outstanding Lecturer Award to the Academic Senate for approval. The Faculty Honors and Awards Committee is not obligated to forward a nomination if a worthy candidate is not identified. *(Added 06-06-17)*

RATIONALE: The entire handbook section is included in this resolution. The one overlooked award is included as underlined.

Distribution List:

President

Interim Provost and VP Academic Affairs

Vice-Provost

Department Chairs

Faculty

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

Appeal of Academic Disqualification or Probation

RES 181915

AAC and AS&SS

RESOLVED: That the following addition be made to the Academic Standing section of the catalog, after subsection Academic Disqualification (pages 66 and 67):

Appeal of Academic Disqualification or Probation

Students who wish to appeal their Academic Disqualification or Academic Probation must submit a petition to the Academic Petitions Committee.

The petition should describe the impact of any medical conditions, or other extenuating circumstances, on the student's previous unsatisfactory academic performance. The petition should also include a statement on how the student's circumstances have changed such that there is a reasonable expectation that the student will be academically successful in the future.

RATIONALE: Executive Order 1038 requires that each campus establishes procedures whereby a student who is either placed on academic probation or academically disqualified may appeal such action.

The current Guidelines for Immediate Reinstatement were never officially approved by Academic Senate. There is no policy in the catalog with respect to these guidelines.

The Appeal of Academic Disqualification or Probation policy is intended to replace the Guidelines for Immediate Reinstatement. This policy complies with Executive Order 1038. The Academic Jeopardy requirement in the existing Guidelines for Immediate Reinstatement was intentionally removed from this policy as students can be disqualified without being placed on Academic Jeopardy, and Executive Order 1038 requires all students to have an appeal process for disqualification.

Should this resolution be adopted, it is expected that the Office of Academic Programs will remove the existing Guidelines for Immediate Reinstatement and develop new procedures to be consistent with the policy stated in this resolution.

Distribution List:

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

CSUB Academic Senate / General Education Task Force Proposal

RES 181912

RESOLVED: That the Academic Senate at CSU, Bakersfield, opposes the recommendations of the California State University General Education Task Force; and be it further,

RESOLVED: That the Academic Senate at CSU, Bakersfield, strongly recommends that the CSU Chancellor's Office reject the recommendations of the California State University General Education Task Force.

RATIONALE: The CSU General Education Task Force (GETF) was initiated by the Academic Senate CSU (ASCSU), but had little-to-no consultation with general CSU faculty or with CSU discipline councils as to whether the GETF "Recommendations for GE Review and Reform" were necessary or in the best interests of our students; and,

The GETF proposal states that GE requirements have not been updated in over 50 years, it ignores how they are updated regularly by individual campuses and were updated at CSU Bakersfield after a multi-year process of revision that concluded three years ago; and

The GETF rationale cites "mounting concerns about the erosion of confidence in the value of higher education, higher costs of education borne increasingly by students, attenuated times to degree completion, and low persistence rates," the report gives no data showing how these "concerns" are tied to the current GE requirements, nor does it indicate how the new recommendations will solve any of these problems; and,

The proposed GETF vision makes further cuts to humanities, social sciences, lifelong learning and self-development, and other areas essential to a well-rounded education and civic engagement, which have high social value based on empirical studies; and,

The replacement of six units of American Government and U.S. History requirement with 3 units of an ambiguous “Democracy in the U.S.” course – which *may or may not* include California Government – is antithetical to educating an informed citizenry; and,

The recommendation to eliminate “double counting” of courses will make it nearly impossible for accredited programs to meet minimum accreditation requirements and the proposed general education requirements within 120 overall semester units.

Distribution List:

The President of California State University, Bakersfield

The Interim Provost of California State University, Bakersfield

The Deans of California State University, Bakersfield

The Department Chairs of California State University, Bakersfield

The academic senates of the twenty-three campuses

The Chair of the Academic Senate of the California State University

The Chancellor of the California State University

The Board of Trustees of the California State University

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD

ACADEMIC SENATE

CSUB Tenure Density Priority

RES 181913

BPC

RESOLVED: That the Academic Senate of CSUB call on the President to make recruitment and retention of tenured/tenure-track faculty the top priority; and be it further

RESOLVED: That the Academic Senate of CSUB urge the President to develop and implement a plan and appropriate resources to achieve over the next 5 years a campus tenure density (the ratio of tenured/tenure-track to the total full time equivalent faculty workforce) of at least 60 percent or the 75th percentile in the CSU system, whichever is greater, and that \$3 million each year be allocated towards new tenured/tenure-track faculty lines; and be it further

RESOLVED: That based on tenure density progress the allotted funds for increasing tenure density will be evaluated and modulated each year in accordance with the 5-year tenure density goal, and that any implemented strategy to increase tenure density will not be achieved by negatively affecting student to faculty ratio; and be it further

RESOLVED: That the Academic Senate of CSUB urge the President to implement the tenure density targets of this resolution into the University Strategic Plan.

RATIONALE: The American Association of University Professors has ardently asserted the need for tenured/tenure-track faculty¹ and specifically at "teaching intensive" colleges and universities². The report by the Task Force on Tenure Density in the California State University (CSU)³ recognized that there has been a decline in tenure density across the system and that inadequate tenure density may adversely affect educational quality. Further, the Academic Senate of the CSU approved a resolution (AS-3207-15/FA)⁴ stating that "[m]aintaining high quality education depends on recruitment and retention of high quality permanent faculty vested in the long-term health and growth of the University" and that "tenured/tenure-line faculty have primary responsibility for student advising, program development, shared governance and implementation of university initiatives." The literature also supports these assertions, where it is clear that there is a strong correlation between tenure density and student success. For example, there is an inverse relationship between tenure density and student persistence⁵. Further, although there are a broad range of factors that can influence graduation rates, when all other factors are held constant, increases in either the percentage of faculty that are part-time or the percentage of full-time faculty that are not tenured or on tenure tracks, each is associated with a

1. <https://www.aaup.org/report/1940-statement-principles-academic-freedom-and-tenure>

2. <https://www.aaup.org/report/tenure-and-teaching-intensive-appointments>

3. <https://blogs.csun.edu/facultypresident/wp-content/uploads/sites/70/2018/04/Report-of-the-Task-Force-on-Tenure-Density-in-the-California-State-University-3-16-18.pdf>

4. <http://www.calstate.edu/AcadSen/Records/Resolutions/2014-2015/documents/3207.shtml>

5. Jaeger, Audrey J., and M. Kevin Eagan, "Examining Retention and Contingent Faculty Use in a State System of Higher Education," Education Policy, 2011, 528.

6. Ehrenberg, Ronald G. and Liang Zhang, "Do Tenured and Tenure-Track Faculty Matter?," NBER, 2004, 6-7.

7. http://www.calstate.edu/hr/faculty-resources/research-analysis/documents/Tenure_Density_and_SFR_Trends_2009-18.pdf

reduction in student graduation rates⁶. As both student persistence and graduation rates are important goals to the CSU, but have been in decline at CSUB, improving our tenure density is an impactful strategy to positively affect student success at CSUB.

During the last 10 years, the tenure density in the CSU system has declined by roughly 10.5%, with the CSUB campus out-pacing the system, declining 13.5%⁷ (Figure 1).

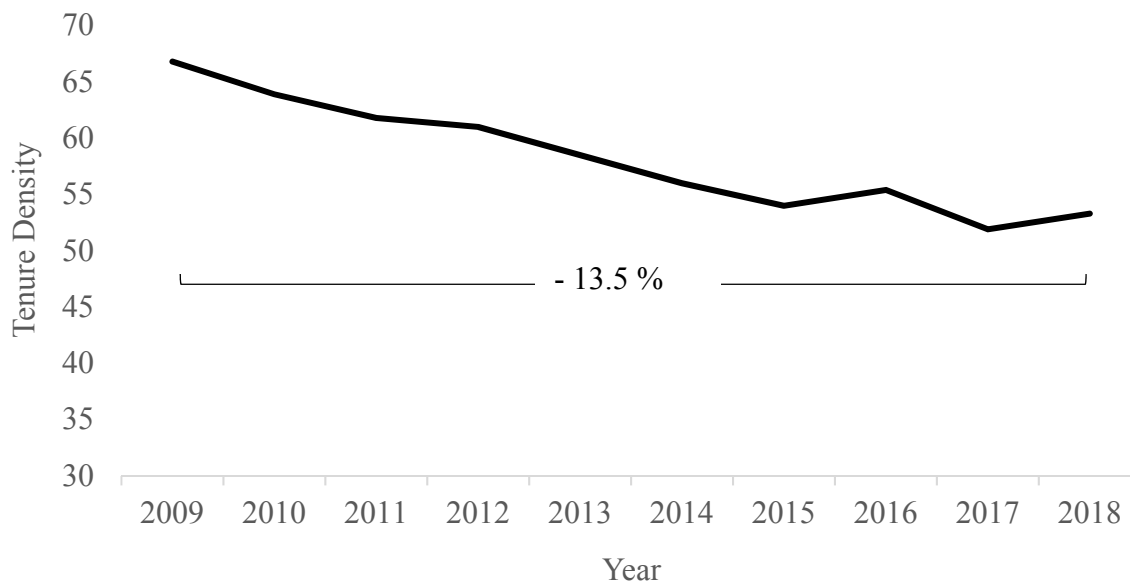


Figure 1. Tenure Density at CSUB from 2009 (66.8%) to 2018 (53.3%).

Currently, CSUB is at the 29th percentile in tenure density across the CSU system. The goal of setting tenure density at 60% or the 75th percentile within the CSU system relates to CSUB's unique student population and lack of ready access to qualified faculty from the local community relative to other CSU campuses placing a need to prioritize tenure density. Recently, CSUB has experienced a significant and steady rise in student enrollment, but also declining retention and graduation rates, placing priority on these expansionary tenured/tenure-track faculty lines will work to reverse the decade long trend of decreasing tenure density and improve the student experience and graduation rates at CSUB. Based on the literature around student success and tenure density, and the CSU task force findings, it is imperative that improving tenure density be our top priority.

Distribution List:

- President
- Provost
- VP BAS/CFO

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

FAC

Graduate Director Term Limits and Review – Handbook Change

RES 181914

RESOLVED: That the Academic Senate of CSU Bakersfield recommend to the President that the University Handbook be revised to include as follows:

312 DEPARTMENT CHAIRS, AND PROGRAM CHAIRS, AND PROGRAM DIRECTORS

**312.1 Duties and Responsibilities
(Cross-referenced in Section 104.2.4.1 and 104.2.4.2)**

Department chairs, program chairs, program coordinators, program directors, and graduate program directors (collectively referred to below as chairs and/or directors) report to their deans and are responsible for instructional services and, in the case of department chairs, departmental personnel. They administer curriculum and academic programs consistent with the policies established for the university, the school, and the department. Chairs and directors also have major teaching responsibilities, which vary with the size and complexity of the department or program. ~~On all major decisions, t~~ They regularly consult with their respective faculty.

312.2 Criteria for Selection and Review

Ordinarily, only full-time tenured and tenure-track faculty are eligible to serve as chairs or directors, and such faculty are selected from within the department or program. Deans and departments or programs may, after consultation with each other, determine that other individuals should be considered for selection as chairs or directors. When hiring faculty from outside the University to serve as chair or director, a department may recommend credit for previous service. Criteria for the selection and review of chairs and directors include the following, ranked in order of their importance:

- A. The ability to create and maintain an educational environment that supports effective teaching, helpful student advising, and productive faculty scholarship;
- B. The ability to conduct official business and meet deadlines;
- C. The ability to work cooperatively and effectively with students, faculty, staff, and the administration in achieving program, department, school, and university goals;
- D. The ability to efficiently administer the budget, if applicable;
- E. Thorough knowledge of curriculum and academic programs; and
- F. An understanding of university, school, and department or program policies and procedures.

Departments or programs may develop additional criteria when deemed appropriate; these must be established at the time of appointment or reappointment.

312.3 Selection and Appointment Procedures

The appropriate dean shall request that the department or program faculty vote to recommend one or more persons for the position of chair or director. In addition, the dean shall offer the opportunity for the faculty to convey individual, confidential advice, orally or in writing. The dean's evaluation and the faculty's recommendation shall be forwarded to the P&VPAA, who shall then appoint the chair or director. The offer of appointment shall specify the criteria, including but not limited to those outlined in section 312.2 above, by which the administration will evaluate the performance of the chair or director. Chairs or directors are expected to serve no more than two (2) consecutive three-year terms.

312.4 Annual Feedback Meeting

The dean shall meet with the chair or director at least annually to provide feedback regarding the Criteria specified at the time of appointment. This feedback may, but is not required to, include data from the faculty of the department or program, except in the third year, when data from the faculty shall be considered in accordance with section 312.5 below.

312.5 Review

During the third year, all chairs and directors, including those in their final year of service as chair or director and those who are retiring shall be reviewed by the department or program faculty. The dean shall meet with the Department to discuss how they wish to proceed with the review. In preparation for the review, chairs and directors may, at their own initiative, submit to the department faculty and the dean a brief self-evaluation of their performance for the period under review. In addition, the appropriate dean shall offer the opportunity for all faculty of the department or program to give individual, confidential advice, orally or in writing. This review shall assess the chair or director's effectiveness based on the criteria established at the time of appointment. The review must occur during the spring term of the third year. The department shall submit its written review of the chair or director to the chair or director and to the school dean by April first (1st) of that year. The dean and department chair or director shall then meet to discuss the report and state of the department by April 15th. The dean's third year evaluation and the review by the department or program faculty then shall be forwarded to the P&VPAA.

RATIONALE: In an effort to involve more faculty members in investing in departments and programs over time and to provide a future pool of eligible faculty to serve as chairs and directors, we recommend that the handbook language be clarified to indicate the selection, review, and terms for these positions. There should be terms and reviews for graduate directorships and other chairs and directors, as there are for department and program chairs. Performance review of the program directors for feedback also aligns with the review and appointment of department and program chairs.