CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE
Minutes
Thursday, October 24, 2019
Health Center Conference Room
10:00 a.m. – 11:30 a.m.


Absent: D. Boschini, L. Lara

1. Call to Order
   A. Hegde called the meeting to order.

2. Approval of Minutes
   C. Lam moved to approve the October 10, 2019 Minutes. B. Street seconded. Approved.

3. Announcements and Information
   - Trustee Wenda Fong  Today, 1:10 – 2:10 Location: SCI III Rm 100
   - The President was unable to give her report today. She is off-campus.
   - Recognition of Cabinet members for Greeting BC Students - A. Hegde welcomes the BC students on behalf of CSUB faculty. A. Lauer uses the express bus between campuses. D. Gove said that BC math students have requested to come to CSUB tutorial sessions.
   - Elections and Appointments
     o UPRC – (1) TENURED FACULTY MEMBER to serve as an alternate for Dr. El Hadidi while she is on sabbatical Fall 2019 – No response
     o Bring Your Own Device Task Force – Melissa Danforth appointed
     o Wang Award
       ▪ FHAC’s recommendation to Executive Committee Oct. 28
       ▪ EC’s recommendation to President’s Office Oct. 30
       ▪ President’s recommendation to Chancellor’s Office Nov. 8
     o Honorary Doctorate Nominations due November 15 – President’s Office
The Honorary Doctorate is not for earned degrees. It is awarded by the
Trustees to individuals who have lead an exemplary life, are perhaps a national
figure, etc. Example: if Mother Teresa were alive and willing to come to
campus to receive the award, she could be eligible to be nominated for this
Honorary Doctorate Award. The Faculty Awards have degree achievement as
part of the criteria.

4. **Approval of Agenda**
   D. Gove moved to approve the Agenda. S. Gamboa seconded. Approved.

5. **ASCSU Report**
   J. Millar - The Academic Affairs (AA) committee is set to focus on Senator Pan’s letter to
   the ASCSU requesting it to weigh in on CA Bill **AB 1460**, which proposes adding Ethnic
   Studies as a GE requirement to the education code. The AA committee will be
   addressing answers to questions about what is in place and where the CSU is headed
   with Ethnic Studies as a GE requirement.

6. **Provost Report**
   V. Harper spent time with Trustee Fong while she was on campus. She has visited 22
campuses. She is aware and engaged. V. Harper thanked A. Hegde and A. Wan for
participating in the **Graduation Initiative 2025 Symposium** in Sacramento. He will
debrief President Zelezny on the event. V. Harper announced that the Theatre
department will be performing **Antigone**. Academic Affairs will distribute $100,000
among schools for Graduation Retention, including Antelope Valley. B. Frakes said that
Arts and Humanities is using the fund for department meetings with students, Virtual
Reality (VR) introduction program, and one unit courses for the spring service
orientation. V. Harper announced that he, the President Zelezny, and Dr. Kristina LaGue
are attending the American Association of State Colleges and Universities (AASCU)
annual meeting to be recognized for the Kern Teacher Residency Programs, which have
flourished under the leadership of Dr. Kristina LaGue. **CSUB is the sole recipient of the
prestigious Christa McAuliffe Excellence in Teacher Education Award**, bestowed by the
AASCU. The call for the TLC Director will go out next week.

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 has met twice (one regularly scheduled and
      an extra) since the last Senate meeting. New Discussions included:
      i. **SOCIs** online are done through a program developed by ITS. It is the same as
         face-to-face SOClS. Faculty has the option of online or hard-copy SOClS
         currently. IT processes both forms into Qualtrics. F. Gorham informed the group
         that processing both online and hard copy SOClS is not sustainable, nor efficient.
The CSUs are trending toward using online SOClIs. IT did a pilot using Class Climate software. The purchase renewal is waiting for OK from Faculty. A. Hegde asked about the vendor’s program functionality. It’s important that no one can see students’ responses until grades are issued. J. Stark took issue with the low participation rate of online SOClIs. F. Gorman said that the SOClIs are the same, and the participation difference is 10%. The new software changes are expected to increase participation. It is mobile-friendly, thus making SOClIs more accessible to students on the device they have in their pocket. The in-house online SOCl is not mobile-friendly. Currently, students have to go to a computer or laptop to participate. Discussion ensured. 1) Online SOClIs for the online classes? 2) The initial cost of software and ancillary costs versus building out existing in-house SOCl, the cost-of-labor processing, and maintenance costs. 3) Conforming to the same basic procedures and content per the Handbook. F. Gorman said that the Class Climate SOCl doesn’t look like a scantron. The feature improvement is the data going back to the faculty member showing the question, and student’s comments next to the grade they gave for that question. J. Tarjan recommends doing online SOCl in class to maximize student participation. A. Lauer doesn’t think the online tool is worth the value. M. Rees shared that the EC talked about cost, and what are we not getting by spending the $13,000. A. Hegde shared that EC discussed the cost of IT’s programmer and the net difference of Campus Climate. There is value in the software’s additional features. Qualtrics does not link the feedback on the items. The new software will be similar to scantron with more information. F. Gorham said the annual cost of hiring another PeopleSoft developer is $150,000 (including benefits). It almost evens out. Yet, the IT Programmer takes vacation, gets sick and must handle increased demands as the organization grows. R. Gearhart said that expanding in-house online SOCl puts bigger stress on IT and the programmer to fix the bugs and when it fails, the data is not timely or relevant. J. Choi asked if there is a way to get Qualtrics to do the same thing. A. Hegde said that the EC will reply to F. Gorham.

ii. Annual Catalog deadline – The December 1 deadline does not allow enough time to submit final versions of courses. Normally, it takes a Curriculum Committee (CC) two readings, which could be four weeks. M. Danforth just received the draft catalog last week and needs more time because of the internal processes of the records on file. To allow sufficient time, the catalog should be available at the beginning of the semester to make the December 1 deadline. D. Gove said the CC requires that if there are five changes in catalog there are five separate memos. Each of CC submittals will go to the Academic Operations office as one.
M. Danforth request that the submittal allow bullet point for each change and its rationale.

iii. List of committees in Handbook – the Handbook is a living document. EC is working on where there are minor edits, and where there needs to be correction in the content. If one finds an inconsistency let someone know on the EC committee. Changes to policy will have to go through the Senate process.

b. Academic Affairs Committee (M. Danforth)
   i. Referral 04 Proposal for a Masters in Kinesiology – The joint meeting with BPC resulted in an updated proposal from KINE to be discussed next week. BPC will do their process too.
   ii. Referral 10– Ethnic Studies as a GE Requirement – Response to the Task Force Report – Senator Pan’s letter to CO. The committee is tasked as the Senate’s feedback on how to progress. Part of Ethnic Studies is imbedded in the GE curriculum. An Open Forum is scheduled for Monday, October 28, 3:00 – 4:30 pm in EDUC 123. J. Tarjan said that there are 1) the CSU response to the CA Bill **AB 1460** 2) Senator Pan’s request for ASCSU request to provide input on what faculty thinks of proposed Ethnic Studies legislation. If we were to work with the BOT, how would faculty craft their response? There has been discussion on the difference between Ethnic Studies and diversity. The CSU Provosts submit their responses, separately. M. Danforth said that L. Paris is working on GECCo’s response. The AAC meets Thursday to formulate CSUB’s response to the ASCSU. There is a split over time blocks for the forum.
   iii. Referral 13 Response to Student Misconduct Task Force Report – Given that AS&SS is discussing the issue, they’re waiting to look at their minutes.
   iv. Referral 14 New Course Forms and Process (deferred)
   v. Referral 15 Interdisciplinary Studies New Course Proposals – the revised proposal is going through GECCo
   vi. Referral 16 Program Review Process Improvement (deferred)
   vii. Referral 17 Learning Management System – Canvas (deferred)
   viii. Referral 18 Interdisciplinary BS Degree in Public Health Proposal – AAC is talking with different represented areas just as a CC would do.
   ix. Referral 19 Winter Term Courses and Units Policy

c. Academic Support & Student Services Committee (J. Millar)
   i. Referral 05 Canvas Pilot – (pending AS&SS’s report to EC)
   ii. Referral 03 ASI Executive Director as Ex-Officio Non-Voting Member of Academic Support and Student Services Committee (AS&SS) - Bylaws Change
   The resolution is being drafted.
iii. Referral 12– Graduate Student Grievance and Appeals Policy – Reporting Chain (deferred)

iv. Referral 13 Response to Student Misconduct Task Force Report – The discussion was around who has voice specific to academic misconduct. Academic Integrity needs to be part of our culture. The suggestion was that academic integrity in all its forms would be an agenda item during University Week. Educate freshman students on the concept of academic integrity and what settings require action.

v. Referral 17 Learning Management System – Canvas – The committee is evaluating the Canvas Pilot Report

d. Faculty Affairs Committee (M. Rees)
   i. Referral 02 Faculty Workload – One WTU Defined – The committee has processed comments from the DCLC. Questions have been forwarded to the Provost Office. FAC is getting data on reassigned time, and guidelines.
   ii. Referral 08 Honorary Doctorate-Handbook Change – (deferred)
   iii. Referral 09 Faculty Membership on Search Committee for the Provost and VP of AA – Handbook Change – FAC is addressing the make-up of committees who review the committees, and the qualifications of the Committees’ membership as stated in the Handbook.

e. Budget & Planning Committee (B. Street)
   i. Referral 04 Proposal for a Masters in Kinesiology – see AAC’s report, above.
   ii. Referral 07 Academic Calendar – Spring and Fall Semester Breaks - the Calendar Committee Task Force will attend BPC’s November 14 meeting to walk the BPC through Calendars 20-21 and 21-22. BPC’s subsequent meeting will approach approval of the calendars.
   iii. Referral 17 Learning Management System – Canvas - The committee is bringing F. Gorham and AS&SS to the next meeting.

f. Staff Report (L. Lara) (deferred)

g. ASI Report (A. Wan)
   • Chief Justice and Justices for the ASI Judicial Council appointed
   • OkSOBERfest had a great turnout with the collaboration from UPD, Student Health Services, and other organizations
   • BPA Mixer had a lot of student and staff participation. (Thank you to all the staff and administration that came and participated)
   • E-Waste drive allowed students, staff and the community to participate in positive environmental practices
8. **Resolutions** *(Time Certain 10:45 a.m.)*

   a. Consent Agenda
   b. Old Business
      i. RES 192002 Distributed Learning Committee – Handbook Change – **Second Reading**. M. Danforth reported that the AAC fixed changes that were recommended at the First Reading. J. Tarjan asked why including the DLC policy into the Handbook was not part of the resolution. M. Danforth responded that the AAC was tasked to formalize the DLC only. Discussion ensued. It is noted for
the Handbook Task Force to include DLC policy in Handbook. There is a need for consistency in DLC policy, since it was presented in RES 1213008. A. Hegde said there are a lot of things not in the Handbook related to policy. V. Harper is working on creating a policy portal. As we grow, there needs to be a central place that is searchable for internal and external stakeholders to access policy. J. Tarjan suggested adding 203.12 Distributed Learning Policy and a link to the policy in the resolution. He moved to amend the resolution. J. Millar seconded. The amendment approved. The changes were made. A. Hegde asked for a motion, with the understanding that the Handbook numbering will be updated. J. Choi moved to approve. J. Stark seconded. The resolution was approved.

ii. RES 192003 SOCI for Summer and Winter Courses – Second Reading – M. Rees reported that the committee made the language under Handbook section 305.4.4 clearer and stronger by stating “Additional teaching through Division of Extended Education and Global Outreach, including SOCI, must be included in this section.” M. Danforth moved to approve. J. Stark seconded. The resolution passed unanimously.

c. New Business

i. RES 192005 Academic Master Plan 2020-21 through 2030-31 – First Reading A. Hegde introduced the resolution on behalf of the EC. We are approving that the department can pursue a program. J. Tarjan requested that the dates be realistic. BPA has programs that require staff from the graduate faculty and there isn’t enough faculty to teach the programs as scheduled. He asked that the Interim Provost work with school leadership to make the expected implementation date of the program realistic. V. Harper replied that the schools are not held to the date. The last column date is the start of the AMP cycle. The AMP is a prospective. It was the faculty themselves that put the expected launch date. If a degree isn’t launched within five years it drops off the AMP. J. Stark suggested that if a program is not going to launch as scheduled it makes the school look stupid. V. Harper requested that the Senators send their recommended changes to the resolution to him. B. Frakes asked for a name change to MFA in Studio Art. M. Danforth requested to correct AY for scheduled Program Review. A. Hegde summarized changes: Updating and limitation to implementation date, course names correction, and program review schedule correction.

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

- F. Gorham responded to J. Choi’s inquiry. There is a way to get Qualtrics to do the same thing as the proposed software to perform SOCI. The cost of programing Qualtrics and processing SOCI is about the same. However, the risk associated with the in-house solution is higher.
• D. Jackson thanked those present for allowing disruption to the Senate to attend the WSCUC exit meeting. A. Hegde thanked D. Jackson for all her work on the WSCUC report.

• J. Millar informed the group that Dr. Drnek, Associate VP Student Affairs, was seriously injured in a one car rollover accident while driving home from LAX following a Higher Education conference. He is recovering at Kern Medical Center’s Trauma Center, and then will go through rehabilitation. He will see visitors next week. There is no hospital release date. He’s positive and looks forward to returning to campus.

• D. Cantrell announced that the Fall 2020 Application window is open. Oct 1 – Nov 30th. Deadline Jan 1. Enrollment Management (EM) is at the beginning of managing the calendar. There will be updates to let everyone know how many students have enrolled. J. Tarjan is interested in that data in relation to the CO’s target FTES. D. Cantrell said that those who are minimally eligible are admitted. The increase in enrollment is over 12% and the increase in applications is trending the same. Deadlines will allow CSUB to manage its operations. V. Harper acknowledged Cantrell’s work on improving EM. Tableau has a tool update for department chairs to see data by department and program. That information will be updated as we improve the enrollment updating. It is managed by K. Krishnan of the Institutional Research, Planning and Assessment (IRPA) department and it’s the best data we’ve ever had. The goal is to forecast for two to three years so we have the best academic plan.

• S. Gamboa asked about payment of Instructional Related Activities (IRA) – Certain departments had guests and still need reimbursement. D. Jackson recently spoke with ASI Executive Director. D. Schecter suggested that department chairs contact the VP Student Affairs to request that I. Gonzales take a look at the accounts, and review the new activities and the logistics of the new awards. S. Gamboa has important events in the near future. V Harper will get with I. Pesco and find out what happened.

10. **Adjournment**

    The meeting was adjourned at 11:30.