



**SCHOOL OF BUSINESS AND
PUBLIC ADMINISTRATION**
CSU BAKERSFIELD

BPA Schoolwide Meeting Minutes
Thursday, August 24, 2023
1:00 pm – 4:00 pm
Room BDC 262B

Attendees: Y. Archuleta, T. Harmon, L. Hernandez, H. McCown, J. Sun, T. See, L. Morris, C. Whitson, J. Deal, A. Agarwal, R. Ryan, A. Avila, M. Way, S. Sarma, J. Chen, A. Poushneh, S. Pak, J. Li, C. Commuri, B. Mendiola, A. Amayah, N. Kamyabi, R. Gearhart, D. Wu, K. Mishkind, J. Tarjan, A. Hegde, V. Kirkbride, M. Hur, Z. Xu, N. Michieka, J. Wang, P. Burley, P. Kraeger C. Tumilson, T. Martinez, K. Young, R. Huge, M. Choi, J. Choi, M. Arias, D. Zhou, L. Altamirano, D. Cours, Y. Choi, B. Bae, A. Pallitto, M. Liang, K. Bearden, M. Elhusseiny, L. Paris

Notes: M. Diaz

- 1) Call to Order and Welcome – 1:30 p.m.
 - a. Approval of Agenda – The agenda was amended to move FQC before old business. R. Gearhart moved to approve the agenda as amended, seconded by J. Deal. Approved.
 - b. Approval of Minutes from May 12, 2023 – Tabled
- 2) Dean’s Welcome and Report – D. Cours discussed transitions, values, goals, and expectations. The discussion was followed by an activity relating to recruitment, retention, and belonging.
- 3) School Operations
 - a. New Staff and Staff in New Roles – D. Cours announced staff positions filled in the dean’s office and the advising center.
 - b. New Faculty Introductions – The department chairs C. Commuri, D. Wu, and J. Tarjan, announced the faculty positions filled in their departments and introduced the new faculty.
 - c. Recognitions and Achievements – T. Harmon was recognized in the meeting. D. Cours will share the remainder of the recognitions and achievements via email.

d. Important Policy Reminders (L. Paris)

- i. Announced due date of January 18, 2024, for digital measures.
- ii. Advised faculty to contact Marcus Brown at the Office of Equity, Inclusion, and Compliance with any pregnancy-related issues. They can help guide students and faculty.

4) Academic Advisement Updates and Reminders (B. Mendiola)

- a. Shared information regarding the CARE Team – The care referral form can be used to assist with missing students.
- b. Shared information regarding the Pregnancy Accommodation Form (Title IX) – If anyone has any questions, contact Marcus Brown.
- c. Shared Key dates on the academic calendar – September 7th is the last day students can add a course and September 25th is census day.
- d. Advised faculty to check for prerequisites or contact the advising center for assistance.
- e. Discussed GE class caps. Caps only apply to stateside courses. Students can be added if space allows.

5) Outreach / Community Engagement (K. Young)

- a. Kern County College Night / Sign Ups – An email will be sent out to register for this event.
- b. KCHCC Business Expo / Tickets – This event is free to attend. An email with information will be sent to faculty/staff.
- c. Name Badges / Sign Up – An email will be sent out to faculty/staff.

6) Accreditations

- a. AACSB Accreditation Update – D. Wu gave a presentation to discuss the accreditation process, status, and site visit. He stated that the strategic plan draft was reviewed by the peer review team, and they are pleased with it.
- b. NASPAA Accreditation Update – C. Commuri gave an update. The report was turned in in June. The interim report will be given in November, and the site visit will be in March.

7) New Business

- a. Faculty Qualifications policy (FQC) – A motion was made to waive the first reading, seconded by J. Deal. Motion passed: unanimously.
- b. Reviewed the document named “BPA FQC with a clarification”. Followed by a discussion to clarify the PA term and the addition of a footnote. A motion was made to add a footnote to the policy, seconded by V. Carter. Motion passed: unanimously.

8) Old Business

- a. BPA - School Elections Committee (SEC) – Amendments and adoption of policy.
 - i. Bullet point (a) was amended to add the following phrase “one faculty member from each department.” A motion was made to approve the amendment, seconded by M. Way. Motion passed: unanimously.
 - ii. Bullet point (b) was amended to add the following phrase “staggered two-year term.” A motion was made to approve the amendment, seconded by J. Tarjan. Motion passed: unanimously.

iii. The section in blue located at the top of page 2 regarding RTP elections was renumbered.

A motion was made to approve the amendment, seconded by J. Deal. Motion passed: unanimously.

iv. A motion was made to approve the policy as amended, seconded by V. Carter. Motion passed: unanimously.

- b. BPA - Strategic Plan (SMI) – Discussed approval of the strategic plan with the chance to amend it. Faculty would like to have shared governance over the document and discuss it as a school. D. Cours declared this discussion as the first reading. Monthly all school meetings will be scheduled, and the strategic plan will be discussed during departmental meetings. D. Cours advised faculty to send feedback to the SMI Committee.

9) Open Forum

10) Adjourn – 4:00 p.m.