Academic Senate: Executive Committee

AGENDA
TUESDAY, JANUARY 20, 2026
10:00 A.M. – 11:30 AM

Location: BPA Conference Room 134 and virtual.
Zoom Link: https://csub.zoom.us/j/88091986667?pwd=GOSakqXvulfaZihtNxTsAFBYwWqAJs.1

Members: M. Danforth (Chair; virtual), D. Solano (Vice-Chair), D. Thien (Provost), C. Lam (ASCSU Senator), N. Michieka (ASCSU Senator), T. Tsantsoulas (AAC Chair), L. Kirstein (AS&SS Chair), A. Grombly (BPC Chair), Z. Zenko (FAC Chair), and K. Van-Grinsven (Senate Analyst).

Guest: A. Hegde, Faculty Ombudsperson

1. Call to Order

2. Announcements and Information
   A. Faculty Ombudsperson – A. Hegde **(Time Certain: 10:10 AM)**
   B. Spring General Faculty Meeting – Friday, January 30 (handouts)
      i. Agenda and logistics
   C. Spring 2026
      i. EC Guests
         a. E. Adams – AVP for Academic Operations and Dean of Academic Programs: Scheduled for – January 27, 2026
      ii. Senate Guests
         a. J. Watkins – Center for Accessibility and Essential Needs
         b. K. De Young – Facilities
      iii. Annual Reports to Senate
         a. FTLC, GECCo, GRaSP, UPRC, URC (?), etc.

3. Approval of Agenda **(Time Certain: 10:05 AM)**

4. Approval of Minutes
   A. December 2, 2025 (handout)
   B. December 9, 2025 (handout)

5. Continued Items **(Time Certain: 10:30 AM)**

A. AS Referral Log (see BOX folder; handout)
   i. AAC (T. Tsantsoulas)
   ii. AS&SS (L. Kirstein)
   iii. BPC (A. Grombly)
   iv. FAC (Z. Zenko)
B. Provost Report (D. Thien) **(Time Certain: 10:45 AM)**
   i. Status of:
      a. Academic Administrator Searches
      b. Academic Administrator Reviews
C. Reports and Recommendations
   i. Criteria for Proposing New Schools Taskforce (handout)
D. ASI Resolution: SB 104 ASI and Shared Governance (Hold; waiting for ASI's revisions) (handout)
E. Policies on Approval of Course Coding Changes (Hold; AVP E. Adams to come to EC) (handout)
F. Calendar Committee – A. Grombly, BPC Chair
G. Add "Statements of the Senate" Process to governing documents – EC

6. <u>New Discussion Items</u> **(Time Certain: 11:00 AM)**
   A. Elections and Appointments- D. Solano
      i. Exceptional Service Award- Applications Due February 2, 2026, 5 pm
      ii. Open Calls: Senate Chair- Call closes January 22, 2026, 5 pm
   B. Develop formal policy for General Faculty to bring a resolution to the Senate– EC
   C. Items from Advising Council
      i. OnBase vs. Runner Connect
      ii. CSU-wide Degree Audit and Planner Tool – AS&SS and (?)
         a. uAchieve (software the Chancellor's Office has chosen)
      iii. Faculty advising holds
   D. Development of a Senate Recording Retention Policy for recordings that are intended to develop Minutes
   E. ASI Requests – AS&SS and AAC (?) (handout)
      i. Office Hours
      ii. Reporting Grades
   F. Updates to the Distributed Learning Committee (DLC) Membership and Description – AAC, AS&SS and FAC (?) (handout)
   G. Handbook and Bylaws Project – EC (handout)
   H. Proposed updates to: 308.2.4 Emeriti Privileges and Public Announcement (handout)

7. <u>Agenda Items for Senate</u> (deferred)

8. <u>Adjournment</u>

ACADEMIC SENATE
CSU BAKERSFIELD

GENERAL FACULTY *meeting*

SPRING 2026

FRIDAY, JANUARY 30, 2026

TIME: 8 A.M. TO 2 P.M.

LOCATION
STUDENT UNION MPR AND VIRTUAL

RSVP BY MONDAY, JANUARY 26, 2026 AT

SB 104
ASI and Shared Governance

WHEREAS: The Associated Students, Incorporated (ASI) of California State University, Bakersfield (CSUB) is the official representative body, and the voice of CSUB's approximately 11,000 students and is entrusted to represent the best interests of their constituencies; AND

WHEREAS: The Chancellor's Office passed Coded Memorandum AA-2009-02, the university is responsible for student participants; AND

WHEREAS: The coded memorandum requires "that associated student body organizations are involved in campus policy development as full participants"[1]; AND

WHEREAS: The coded memorandum also encourages that the "[university] presidents will provide these officially recognized associated student body organizations an opportunity to offer opinions and make recommendations about campus policy and procedures that have or will have an effect upon students"[1]; AND

WHEREAS: The coded memorandum states that there must be "accommodations [made] of the participating students' academic schedules when setting campus committee meetings"[1]; AND

WHEREAS: The CSU Board of Trustees passed the Student Participation in Policy Development resolution[2] that reaffirms the coded memorandum AA-2009-02; AND

WHEREAS: The CSU Board of Trustees resolution states that the university "presidents will provide these officially recognized associated student body organizations an opportunity to offer opinions and make recommendations about campus policy and procedures that have or will have an effect upon students"[3]; AND

WHEREAS: The California State Student Association (CSSA) Shared Governance Resolution defines shared governance as "the expectation of consistent collaboration among students, faculty, staff, and administration in making decisions that impact the campus and its community"[4]; AND

WHEREAS: The CSSA also notes that "students are key stakeholders on any university campus and as such are subject to direct and indirect impacts made by university policies, procedures, and decisions"[4]; AND

(cont.)

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[1] https://calstate.policystat.com/policy/9823399/latest/
[2] https://www.calstate.edu/csu-system/board-of-trustees/resolutions/bot-resolutions-jul2001.pdf
[3] https://www.calstate.edu/bot/agendas/jul01/edpol.pdf
[4] https://www.calstate.edu/csu-system/board-of-trustees/resolutions/bot-resolutions-jul2001.pdf

WHEREAS: The CSUB Core Values emphasize "promoting active and informed engagement in shared governance of students, faculty, and staff"[5]; AND

WHEREAS: The CSUB Budget Book defines shared governance as "the collaborative process used to inform and affect decisions related to the university strategic planning and budget advisory committee process and recommendations to the president on the prioritization of available budget resources"[6]; AND

WHEREAS: The CSUB University Handbook states "the basic concepts of shared governance are crucial to the development of trust and communication among staff, faculty, administration, and students"[7]; AND

WHEREAS: ASI, and other student leaders, have perceived that their voices during meetings are not appreciated and they are there to "check the box" that a student was present; THEREFORE, LET IT BE

RESOLVED: That ASI stresses the importance of shared governance and calls for active inclusion of students as equal partners in university policies, procedures, and decisions; AND LET IT BE FURTHER

RESOLVED: That all campus committees must include a section on shared governance in their governing documents and must clearly outline how students, faculty, and staff participate in the decision-making process; AND LET IT BE FURTHER

RESOLVED: That a student representative shall sit on every campus committee, and that such student representatives must be appointed by ASI to sit on the committee; AND LET IT BE FURTHER

RESOLVED: That if the appointed student cannot attend a committee meeting due to an academic schedule conflict, the committee chair shall defer to ASI before the committee meeting takes place so that an appropriate student can be found to ensure that the student voice is captured; AND LET IT BE FURTHER

RESOLVED: That all campus departments shall include verbiage on their official website highlighting CSUB's Core Value of shared governance, emphasizing the role of students in policies, procedures, and decision-making; AND LET IT BE FURTHER

RESOLVED: That CSUB administration, faculty, and staff honor the principles of shared governance by accommodating students' academic schedules when scheduling meetings and by ensuring full transparent communication regarding decisions that directly or indirectly affects students; AND LET IT BE FINALLY

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[5] https://www.csub.edu/about/mission.shtml
[6] https://www.csub.edu/budget/_files/budgetbook/2018-19/2018-19-UBB-Chapter-9-Glossary.pdf
[7] https://www.csub.edu/senate/_files/University__Handbook_2024.pdf

RESOLVED: That copies of this resolution be distributed to the following: University President – Dr. Vernon B. Harper Jr., Provost and Vice President for Academic Affairs – Deborah Thien, Vice President for Student Affairs and Strategic Enrollment Management – Dr. Dwayne Cantrell, Vice President for Business and Administrative Services – Dr. Kristen Watson, Vice President for University Advancement – Heath Niemeyer, Vice President of People and Culture – Lori Blodorn, Dean of Extended Education and Global Outreach and Special Assistant to the President for External Affair – James Rodriguez, Interim Director of Athletics – Dr. Sarah Tuohy, and Academic Senate Chair – Dr. Melissa Danforth.

Creation Date: 08.23.25
Approved by the ASI Board of Directors: 8.29.25
Approved by:

Marcos Ramirez
Marcos Ramirez (Sep 12, 2025 20:24:37 PDT)

Anthonio Reyes
Anthonio Reyes (Sep 13, 2025 20:30:41 PDT)

Marcos Ramirez, Vice President of University Affairs

Anthonio Reyes, ASI President

Acknowledgement:
In the spirit of shared governance, and to show that you have read through this resolution and will commit to its contents, please sign below.

_____
Dr. Vernon B. Harper Jr., University President

_____
Dr. Deborah Thien, Provost and Vice President for Academic Affairs

_____
Dr. Dwayne Cantrell, Vice President for Student Affairs and Strategic Enrollment Management

_____
Dr. Kristen Watson, Vice President for Business and Administrative Services

_____
Heath Niemeyer, Vice President for University Advancement

_____
Lori Blodorn, Vice President of People and Culture

_____
James Rodriguez, Dean of Extended Education and Global Outreach and Special Assistant to the President for External Affair

_____
Dr. Sarah Tuohy, Interim Director of Athletics

_____
Dr. Melissa Danforth, Academic Senate Chair

Katherine Van Grinsven

From:	Melissa Danforth
Sent:	Thursday, September 25, 2025 3:31 PM
To:	Katherine Van Grinsven
Cc:	Danielle Solano
Subject:	Re: DNP course coding

Hi Katie,

Let's call it "Policies on Approval of Course Coding Changes". This will cover other situations beyond changing the CS#, like changing the number of units in a class.

And I too had to Google to find the course classification number (CS#) guide, which looks identical to what I recall from Q2S:
https://www.csub.edu/academicprograms/_files/Course_Classification_Numbers.pdf

Once I knew the filename, I was able to find it on https://www.csub.edu/academicprograms/new-catalogandcurriculum-process-8-12-25.shtml but not on the older Academic Planning Manual page.

Melissa

From: Katherine Van Grinsven <kvan-grinsven@csub.edu>
Date: Thursday, September 25, 2025 at 3:11 PM
To: Melissa Danforth <mdanforth@csub.edu>
Cc: Danielle Solano <dsolano@csub.edu>
Subject: RE: DNP course coding

New discussion item for EC? Topic title – course coding?

–

KATHERINE VAN GRINSVEN
She/her/hers
Senate Analyst
Office of the Academic Senate
Direct Line: (661) 654-3128
Office: BDC A 252

California State University, Bakersfield
9001 Stockdale Hwy, Mail Stop: 20 BDC
Bakersfield, CA 93311

www.csub.edu/senate

From: Melissa Danforth <mdanforth@csub.edu>
Sent: Thursday, September 25, 2025 2:04 PM
To: Katherine Van Grinsven <kvan-grinsven@csub.edu>
Cc: Danielle Solano <dsolano@csub.edu>
Subject: Re: DNP course coding

Hi Katie and Dani,

Since we don't have a policy on changing WTUs associated with a course, I told Elizabeth that we'll have to follow prior precedent, which is to have the NSME Curriculum Committee review and approve/deny the request.

We should add discussing if a policy needs to be developed for changing the WTUs associated with a course to the Senate EC agenda. That would be different than auditing/reviewing the current CS#'s to see if they comply with CSU policy, as there could be other reasons to change CS#'s beyond course caps.

Thanks,
Melissa

From: Katherine Van Grinsven <kvan-grinsven@csub.edu>
Date: Wednesday, September 24, 2025 at 1:28 PM
To: Melissa Danforth <mdanforth@csub.edu>
Cc: Danielle Solano <dsolano@csub.edu>
Subject: RE: DNP course coding
Hi,

The referral only had a link to the BOX folder in the attachments. I opened up the link and it is a pretty large list of documents which were all uploaded in October 2023. The document you shared is dated November 2023, so I don't think it would be in the BOX folder, but I did look and didn't find anything. Here is the link in case you wanted to look:
https://csub.app.box.com/s/ingu47wfahx5vyxp3kifvolncq30h4q2

I found the "New Degree Program Proposal Form" (attached). I did see mention of a "Substantive Change Screening Form," but it looks like it was submitted in Summer 2023 (see page 71). I included some screenshots. It doesn't look like it is the same document, which was titled "WSCUC Substantive Change, November 2023." I know there was some back and forth between the subcommittees and the Nursing Department. Maybe it was sent over to AAC or BPC directly, and not uploaded to the folder? If it bypassed me, I would not have uploaded it to the referral folder. I am not sure.

Here are the screenshots from the *CSUB DNP Program Proposal with MOU* pdf:

> j. Substantive Change Screening Form:
>
> The WASC Senior College and University Commission Substantive Change Screening F
> submitted in Summer 2023. See Appendix P. If a full Substantive Change Review is requ
> the proposal will be submitted by no later than November 2023 to provide adequate time
> review.
>
> k. Proposed Classification of Instructional Programs (CIP) and CSU Degree Program Code.
>
> CSU CIP: 51.3818
> CSU Degree Program Code: 12033 Doctor of Nursing Practice

WISC Senior College and University Commission

WSCUC Substantive Change Program Screening Form

Directions: Institutions planning to implement new degree programs beginning on or after July 1, 2017 should submit this screening form to WSCUC to determine if a Substantive Change review and approval necessary prior to implementation. A determination on the necessity of review is made after submission the form and any further information requested by WSCUC. The form should be submitted to John Hausaman (jhausaman@wscuc.org).

Institution: California State University, Bakersfield (CSUB)
ALO Name and contact information: Dr. Debra Jackson
Date: 7/10/2023
Proposed program name, modality, and CIP code:

Currently, the Department of Nursing (DON) at CSUB offers a Master of Science in Nursing, Family Nurse Practitioner (MSN/FNP) program, which is designed to prepare Family Nurse Practitioners for the region. However, the emerging national standards in Nurse Practitioner (N education require a Doctor of Nursing Practice (DNP) degree for all entry level NPs by 2025. Unless CSU Bakersfield transitions its NP program to a DNP degree, our MSN/NP graduates n not be qualified to take national certification examinations and may be unable to compete with other DNP prepared graduates in the professional job market. Elevating our existing MSN/FNP a DNP program becomes a necessity. The DON is proposing two Doctor of Nursing Practice (D) degree programs:

- Post Baccalaureate Doctor of Nursing Practice Nurse Practitioner (DNP-NP) Program with Family Nurse Practitioner Concentration (DNP-NP).
  The purpose of the DNP-NP program is to produce doctorally prepared nurse practitioners t address the critical shortage of primary care providers in the region and to meet the emergin educational and scholarly standards for Nurse Practitioners. This three-year, eight- semester program is designed for registered nurses (RNs) who have a Bachelor of Science (BS) or Master of Science (MS) in Nursing, and who aspire to become doctorally prepared Nurse Practitioners. Currently, our DNP-NP program only offers the Family Nurse Practitioner (FI concentration.

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CALIFORNIA STATE UNIVERSITY
BAKERSFIELD

From: Melissa Danforth <mdanforth@csub.edu>
Sent: Wednesday, September 24, 2025 10:49 AM
To: Katherine Van Grinsven <kvan-grinsven@csub.edu>
Cc: Danielle Solano <dsolano@csub.edu>
Subject: FW: DNP course coding

Hi Katie,

Can you check the referral for the DNP program made to AAC and BPC to see if this document was included?

Thanks,
Melissa

From: Elizabeth Adams <eadams6@csub.edu>
Sent: Wednesday, September 24, 2025 10:44 AM
To: Melissa Danforth <mdanforth@csub.edu>; Tiffany Tsantsoulas <ttsantsoulas@csub.edu>
Cc: Heidi He <hhe@csub.edu>; Jane Dong <jdong2@csub.edu>
Subject: DNP course coding

 Hi all,

I had a chance to speak with Dr. He today and it's clear to me that the course forms for the Didactic courses for the DNP were submitted with the incorrect C/S number. If you look at the attached WSCUC substantive change document on p.23, you'll see that they clearly intended those courses to have a 1.5 K factor, which is only associated with C-15.

What I'd like to suggest that either AAC or Senate be briefed on this and asked to approve a correction to the C/S number for these courses so that the faculty teaching them can get the appropriate compensation this term (and to prevent the current APDB errors). If that won't work, I'm open to other idea about how to solve this issue.

Elizabeth

Academic Senate Task Force

School Formation Criteria

During Fall 2024, the California State University, Bakersfield (CSUB) Academic Senate Executive Committee requested that the Academic Affairs Committee (AAC), Budget and Planning Committee (BPC), Academic Support and Student Services Committee (AS&SS), and Faculty Affairs Committee (FAC) address the issue of school formation criteria. The standing committees elected representatives to an ad hoc task force to create new school formation policies and procedures, with representatives from the AAC, BPC, AS&SS, and FAC.

Since there are no existing policies on new school formation, the task force completed an extensive review of example policies from other California State University (CSU) campuses. The current document represents a consensus recommendation from the task force for a new policy document. We share this document with the standing committees and invite comments and suggestions, if any.

Composition of Criteria for Proposing New Schools Task Force:
Yangsuk Ko (Chair), Amber Stokes (FAC), Debbie Wilson (AS&SS), Heidi He (AAC), Rhonda Dugan (BPC), Deborah Cours (dean representative), and Laura Ann Bishop (staff).

CSU Bakersfield
Policies and Procedures for Establishing New Schools

I. Policy Purpose
   A. The process for creating new schools within the colleges should be uniform and transparent.
   B. A uniform system of school creation shall allow for fair and efficient mechanisms to be in place for interested parties to create schools.
II. Policy
   A. Definitions and Operative Terms
      i. Principal academic sub-units are colleges at California State University, Bakersfield, whose chief primary academic/administrative officers are deans. Departments, schools, and programs are standard terms for units within colleges.
      ii. Departments and schools are each part of a college, reporting to a college dean. Schools may, but need not necessarily, include more than one department, division, or program, as well as centers and institutes.
      iii. Academic departments or schools serve as administrative units within the university's respective colleges and are organized around specific fields of academic inquiry and pedagogical outcomes.
      iv. Departments offer a major, minor, and/or credential, and may offer a certificate. Schools, and any subordinate departments located within the school, will offer majors, minors, and/or credentials, and may offer a certificate.
      v. Departments are led by department chairs, and schools by directors. In a school with multiple departments, department chairs will report to the school director. Both department chairs and school directors will be selected according to the University Handbook, and report to the dean of a college. The director of a school which has multiple departments from different colleges will report to the dean of the college in which the school is located.
      vi. Considerations that will normally apply in designation of one or more units as a school include professional accreditation, licensing, or certification requirements for graduates, size of the unit(s) and common practice in higher education of administratively referring to the discipline as a school.
   B. Purpose of an Academic School
      i. The purpose of a school is to support the mission of the university by offering academic programs in the disciplines it houses, promoting academic inquiry and critical thinking within and across disciplines, and engaging in disciplinary and interdisciplinary research, scholarship, and creative activities.
      ii. To qualify as a school, the proposed entity must:
         1. Offer a set of academic programs, approved through the appropriate curricular review process (department, college, university, and CSU system levels), that lead to undergraduate or graduate degrees.
         2. Ensure to its faculty the rights and responsibilities of Academic Freedom, as defined by the American Association of University Professors, to engage in free inquiry and dissent in both scholarship and instruction. This includes the rights of the school and units within to initiate curricular proposals, to make autonomous decisions on instructional materials, pedagogy, delivery mode, and grading systems/practices. The faculty unit is free to offer its own views and interpretations that may dissent from the received views of either the discipline or in any other arena of society.

3. Be mainly comprised of Unit 3 faculty, who are subject to the rights and responsibilities of the CFA-CSU collective bargaining agreement, the CSUB University Handbook, and other relevant university policies.

III. Formation of New Schools, or Modifications to Existing Schools
   A. A new school may be formed as (1) an entirely new entity, (2) a result of dividing an existing school, (3) a result of combining two or more existing schools, or (4) a result of combining two or more departments from one college or from different colleges into a single school.
   B. Requests to change the structure of an already existing school should usually emerge from the concerns of the faculty, the school director and/or the dean directly involved. However, other individuals of the university may suggest that the faculty examine the effectiveness of the present school structure, especially as part of the Program Review process.
   C. If the change affects more than one college, then more than one dean will be involved, so any references to a dean in this policy statement implies more than one dean if the situation is so indicated.
   D. Collegiality is the fundamental principle upon which the governance of the university rests. At any point in this process, any of the parties involved may consult informally with anyone in the campus community whose contribution seems desirable.

IV. Procedures for Establishing a New School
   A. Initiation of Proposal
      i. Faculty members, departments, schools, colleges or administrative officers of the university may initiate discussion and consultation processes to consider the establishment of a new academic school.
      ii. When considering a change in school structure, the relevant faculty, the appropriate college dean, and the Provost and Vice President for Academic Affairs (P&VPAA) should engage in considerable informal discussion. These people should solicit advice from other potentially interested parties, possibly including faculty in other departments, schools, or colleges as well as the Academic Senate.
      iii. When informal discussions appear to have elicited all relevant issues and concerns, the faculty who wish to form the new school should write a proposal that addresses all areas set forth below in New School Proposal: Contents.
      iv. The initial request should be submitted in writing to the appropriate dean(s). Due to the potential impact on departments/schools/colleges/programs, faculty, staff, and students, the proposal must follow the guidelines and review process set forth below in New School Proposal: Procedure for Review.
   B. New School Proposal: Contents
      i. Background and Introduction
         1. The exact name of the proposed school and name(s) of individual(s) preparing the proposal;
         2. Description of the consultation process and informal discussions that occurred prior to the submission of the proposal (Initiation of Proposal);
         3. Description of possible consequences for not forming the new school;
         4. Statement of how the proposed school may advance the campus' vision, mission, and goals;
         5. Statement of how the proposed school will better serve the needs of institution, students, faculty and staff; and contribute to the recruitment and retention of a high quality and diverse faculty;

6. Statement of how the proposed school will provide added value or benefits to CSUB, enhance the relationships of the college(s) where the school is housed, including its faculty, students, and the greater community;

   ii. Faculty Composition
      Include the following information:
      a. Regardless of whether the proposed school has one or multiple departments, include the name of each department, the name of the department chair, number of faculty in each department including the ranks (lecturer, assistant professor, associate professor, or professor), and current college or school affiliation. In the case of school restructuring, also include whether the listed departments will be moved to the new school or jointly appointed between their prior academic units and the new school.
      b. If the new school is breaking away or drawing members from existing schools/ colleges, list all foreseeable effects that this change would have on other department(s), school(s), or college(s) in terms of name change, number of faculty, support staff, curriculum, operating budget, or space, etc.
      c. Results of a vote from each college directly affected, including written comments from affected academic program chair(s)/director(s) and faculty. Anonymity, if requested, should be accommodated and respected throughout the process.
   iii. In the case of impacts on schools, colleges or programs with external accreditation, provide the rationale and justification for creating the school that aligns with accreditation requirements.

C. Budgetary, Financial, and other Resource Considerations
   In general, creating the school should be completed in a budget-neutral manner. Release time for the director and staff time for the school office should be covered by reallocation from existing resources within the colleges, departments, and programs involved. The director should be a faculty member on course release, not an administrator.

D. Planned Implementation and Timeline
   i. The proposed date of implementation and the appropriate timeline for the process of implementation.
   ii. Include important milestones and dates for the development of the school.

V. New School Proposal: Procedure for Review

The proposal must pass through the following levels of review in the order indicated. The individual(s) at each level review the proposal, consult with others as appropriate, and then either forward it to the next level with a positive recommendation or provide a written explanation of the reasons for withholding approval. If the proposal fails to receive approval at any level, the proposal shall not proceed to the next level of review. The proposers may choose to revise and resubmit to that specific level of review. Any revisions of a proposal shall be communicated with previous levels of review. All levels of review must be documented clearly for subsequent review levels:
   i. The initial proposal must be submitted to the appropriate dean(s) for consultation

and signature(s). The dean(s) shall provide written comments/recommendations to the originator(s) of the proposal.

ii. The proposal, including responses and revisions based on feedback from the dean(s), shall then be submitted to the P&VPAA, who shall consult with the Council of Deans and provide written comments/recommendations reflecting their own review and feedback from the council.

iii. The revised proposal, including responses and revisions based on feedback from the dean(s), P&VPAA, and Dean's Council, shall then be submitted to the Academic Senate, through the Executive Committee. If all prior levels of review are deemed to have been satisfied, the proposal shall be forwarded to the Standing Committees for review. Each Standing Committee will review the proposal and provide their comments/recommendations.

iv. If the revised proposal receives approvals from all prior levels of review, the proposal will then be sent to the full Academic Senate for review and final approval.

v. The approved proposal shall then be forwarded to the President for their final decision regarding the proposal.

Signature: *Yangsuk Ko*
Email: yko@csub.edu

Signature:
Email: lbishop@csub.edu

Signature:
Deborah Cours (Dec 9, 2025 16:23:22 PST)
Email: dcours@csub.edu

Signature: *Rhonda E. Dugan*
Email: rdugan2@csub.edu

Signature:
Email: hhe@csub.edu

Signature: *Amber Stokes*
Email: astokes2@csub.edu

Signature:
Debbie Wilson (Dec 9, 2025 15:15:27 PST)
Email: dwilson4@csub.edu

From:	Melissa Danforth
Sent:	Monday, December 1, 2025 9:07 PM
To:	Mike Kwon; Leslie Kirstein
Cc:	ORG-ASIExecutiveVice-President; Katherine Van Grinsven
Subject:	RE: Agenda Items - Considerations for AS&SS

Hi Mike,

We can put these concerns on the Senate Exec agenda. However, we only have two meetings left, and we'll lose some time from tomorrow's meeting if the president's open forum runs long. I don't see us getting to this item until Spring term given our current backlog of business.

Melissa

From: Mike Kwon <mkwon@csub.edu>
Sent: Saturday, November 29, 2025 12:04 PM
To: Leslie Kirstein <lkirstein@csub.edu>; Melissa Danforth <mdanforth@csub.edu>
Cc: ORG-ASIExecutiveVice-President <asi-vicepresident@csub.edu>
Subject: Agenda Items - Considerations for AS&SS

Hi, Leslie and Dr. Danforth—

I hope you both had a wonderful holiday break.

At last Friday's ASI Board meeting, students recommended to the Provost that she ask the Deans on the following considerations:

(1) Office Hours: Is there a way to make sure that faculty are hosting office hours. It is stated in the Academic Handbook that faculty are required to do so, but students have reported that some faculty are not available during their posted office hours. Does each department track when faculty are doing office hours or is it based on a trust system?
(2) Reporting Grades: Students are concerned that their grades are not being reported in a timely manner during the semester. Students would like to see how they are doing in the class but some faulty are not inputting grades until the very end. Is there information or a requirement on this?

Thank you so much,

MIKE KWON, J.D., M.L.S., M.S.
Pronouns: He/Him/His
Executive Director | Associated Students, Inc.
Office: (661) 654-2741 | Email: mkwon@csub.edu

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https://www.csub.edu/asi

"Sometimes we are tested, not to show our weaknesses, but to discover our strengths."

 Please consider the environment before printing the contents of this email.

From:	Danielle Solano
Sent:	Thursday, December 4, 2025 3:56 PM
To:	ORG-AcademicSenateChair; Melissa Danforth
Cc:	ORG-AcademicSenateOffice; Katherine Van Grinsven; Rebecca Weller
Subject:	Updates to the Distributed Learning Community (DLC) Membership & Description
Attachments:	RES 2526XX_Distributed Learning Community.docx

Dear Chair Danforth,

I am forwarding the attached draft resolution on the behalf of the Distributed Learning Community (DLC) which updates the membership and the description of the DLC in the handbook.

The DLC has also discussed developing recommendations for classroom observations of online courses to ensure the quality of online teaching, but decided that this will be a separate resolution (that we intend to hopefully send along with an updated distributed learning policy).

Thank you,

--Dani

Danielle Solano, Ph.D.
Professor, Department of Chemistry & Biochemistry
California State University, Bakersfield

Office: SCI II 268
Phone: (661) 654-2785
Email: dsolano@csub.edu

***Schedule an appointment with me on Runner Connect or Acuity Scheduling
Book time to meet with me

Updates to the Distributed Learning Community (DLC) Membership & Description

RES 2526XX

AAC, AS&SS, and/or FAC

RESOLVED: That the Handbook section in this resolution replace section 203.11.

RESOLVED: That the following changes be made to the University Handbook (additions in **bold underline,** deletions in ~~strikethrough~~).

203.11 Distributed Learning Committee

University faculty have adopted a distributed learning policy for online and **flex**~~hybrid~~ instruction (Academic Senate Resolution 1213028). The Distributed Learning Committee (DLC) is responsible to monitor for issues that arise with regards to the distributed learning policy and to **improve** ~~ensure~~ the quality of online and **flex**~~hybrid~~ instruction, including **development of guidance for** ~~the certification of~~ faculty wishing to teach online and/or **flex**~~hybrid~~ courses.

The DLC consists of (1) one faculty member from each of the academic **colleges** ~~schools~~; (2) **one faculty member at-large** ~~the Faculty Coordinator of Online Instruction from the Faculty Teaching and Learning Center (FTLC)~~; (3) the Faculty Director of the FTLC; (4) a student representative from ASI; and (5) one staff member with direct responsibilities related to CSUB's learning management system (ex-officio). Additional members may be appointed as ex-officio members by the Provost and Vice President of Academic Affairs, at the recommendation of the current DLC members. **The Faculty Director of the FTLC convenes the first meeting of the year, during which the committee elects a chair.** Faculty members on the committee are expected to have experience with the designing and teaching of online/**flex**~~hybrid~~ courses and **should have received training in** ~~be certified by CSUB for~~ online/**flex**~~hybrid~~ instruction. Faculty members are elected in accordance with the election procedures in Sections 202.6 and 202.7 and serve on staggered two-year terms. The student representative will be selected by ASI on an annual

basis. The staff member will be appointed by the Provost and Vice President of Academic Affairs on an annual basis.

As issues with the distributed learning policy arise, the DLC shall either (1) refer the issue to the Academic Senate for development of policy, or (2) develop a policy on a particular issue itself and then refer the proposed policy to the Academic Senate for consideration. The DLC shall report annually to the Academic Senate on online and hybrid instruction trends and issues.

RATIONALE: The Distributed Learning Committee (DLC) policy has not been updated in more than a decade, and the Faculty Coordinator of Online Instruction position has been discontinued. During this period, instructional modalities have evolved substantially. Online and flex teaching are now integral components of many faculty members' regular teaching assignments, and CSUB no longer requires certification for online instruction. These handbook revisions redefine the role and scope of the DLC to reflect current institutional practices.

Distribution List: (update as needed)
President
Provost and VP for Academic Affairs
VP for Student Affairs and Strategic Enrollment Management
AVP for Faculty Affairs
AVP Academic Affairs and Dean of Academic Programs
College Deans
Associate Deans
Dean of Libraries
Dean of Antelope Valley
Dean of Extended University and Global Outreach
Department Chairs
General Faculty

Approved by the Academic Senate:
Sent to the President:
President Approved:

Topic: Handbook and Bylaws Project – EC *(See Box folder for handouts)*

A. Updating Schools to Colleges
B. Updating all references to quarters
C. Standing Committees Composition:
   1. Clarify Handbook language about staff positions being non-MPP staff
   2. AS&SS Composition: Associate Dean of Undergraduate and Graduate Studies is not actually listed in the bylaws as an ex-officio member of AS&SS.
   3. Update language for administrator positions to allow for designee
   4. Review and update the Standing Committees ex-officio positions due to the re-organization of university
   5. AAC Composition: Clarify the catalog and PeopleSoft positions with the SASEM re-organization.
D. Director of Assessment: Review position (Handbook 105.2 and 305.6.)
E. Council of Academic Deans: Review Composition and name (Handbook 105.2)
F. Public Affairs Committee: Committee in handbook but not bylaws (Handbook 107.1. Standing Committees of the Academic Senate). Discussion on if we want to create the committee or not.
G. Review committees listed (Handbook 107)
H. Update TEAC Description: Currently lists old college names (H&SS, SOE, and NSM) (Handbook 201.5)
I. Update reference to Associate Vice President for Academic Affairs- association with Academic Advising and review other duties (Handbook 104.2.1)
J. Update position titles in 309.9 (Handbook 309.9)
K. Update all references to the AVP of Enrollment Management- distinguish the VP of Strategic Enrollment Management from the new AVP of Enrollment Management
L. Bylaws Section IV.A.4 Annual reports from committees- limit to specific committees?
M. Changes to bylaws that were approved by previous resolution but never posted (clarifying the edition of Robert's Rules of Order).
N. Q2S Lingering Issues:
   1. Deadline issue for stating one's intent to seek promotion to full professor
   2. Discussions about whether we should change the Handbook to require classroom observations for tenured faculty.
O. Section 103.1 Statewide Organization Structure still states 23 CSU campuses- remove number?
P. Update the Committee on Academic Requirements and Standards (CARS) to the General Education Curriculum Committee (GECCo) - referenced in various places in Handbook

Katherine Van Grinsven

From:	Melissa Danforth
Sent:	Friday, December 12, 2025 4:36 PM
To:	Deborah Thien; John Tarjan
Cc:	Katherine Van Grinsven
Subject:	RE: Potential Resolution on Inclusion of Emeriti Individuals in Social Events

This might also be an ITS issue, in terms of how they build mailing lists from the HR records. They may only pull active faculty into the Faculty and Announcements4Faculty mailing lists.

Melissa

From: Deborah Thien <dthien@csub.edu>
Sent: Friday, December 12, 2025 3:30 PM
To: John Tarjan <jtarjan@csub.edu>; Melissa Danforth <mdanforth@csub.edu>
Cc: Katherine Van Grinsven <kvan-grinsven@csub.edu>
Subject: Re: Potential Resolution on Inclusion of Emeriti Individuals in Social Events

Thanks, John.

I will discuss with the deans.

Best,
Deb

--

DEBORAH THIEN, Ph.D.
she / her / hers
Provost and Vice President
Academic Affairs

California State University, Bakersfield

9001 Stockdale Hwy, Mail Stop: 59 ADM
Bakersfield, CA 93311

From: John Tarjan <jtarjan@csub.edu>
Date: Friday, December 12, 2025 at 8:01 AM
To: Melissa Danforth <mdanforth@csub.edu>

Cc: Katherine Van Grinsven <kvan-grinsven@csub.edu>, Deborah Thien <dthien@csub.edu>
Subject: Potential Resolution on Inclusion of Emeriti Individuals in Social Events

I was wondering if a resolution based on the below and attached could be considered by the Senate. I would be more than happy to bring it from the floor if that would be more appropriate.

In the meantime, perhaps the Provost could consider encouraging the academic deans to make this a practice. Thanks. JT

308.2.4 Emeriti Privileges and Public Announcement

Public announcement of any Emeriti awards shall take place during an event suitable to the announcement. The award of Emeriti status shall entitle recipients to the following:
a. A certificate of award of Emeriti 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.
f1.Invitation to social events to which other members of the unit from which they retired are invited.

The award of Emeriti status may also entitle recipients 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;

Rationale: "Awards are to be regarded as an honor and a continuing commitment of the University to designated faculty members." (308.2.3) The continued involvement of CSUB emeriti community members in CSUB social activities can bring benefits to both the campus and those individuals.

John Tarjan
Management/Marketing
CSU, Bakersfield
BDC A 209
661-654-2321 (Office)

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