



Academic Senate Meeting – Spring 2025

Thursday, January 30, 2025

Agenda

10:00 AM – 11:30 AM

Location: Dezember Leadership and Development Center, Room 409-411

Zoom Link: <https://csub.zoom.us/j/89047995676?pwd=VEdFOVJkZTk5UUVzblQyNDR4UkZrUT09>

Senate Members: Chair M. Danforth, Vice-Chair D. Solano, Senator A. Hegde, Senator C. Lam, Senator N. Michieka, Senator T. Tsantsoulas, Senator M. Naser, Senator D. Wu, Senator S. Sarma, Senator L. Kirstein, Senator A. Stokes, Senator Z. Zenko (excused), Senator S. Roberts, Senator K. Holloway (virtual), Senator H. He, Senator A. Grombly, Senator E. Correa, Senator J. Deal, Senator R. Dugan, Senator T. Salisbury, Senator J. Cornelison, Senator E. Pruitt, Interim Provost J. Rodriguez, Senator J. Dong and Senate Analyst K. Van Grinsven.

Guests: President V. Harper

- I. Call to Order and Tejon Tribal Land Acknowledgement
- II. Approval of Minutes
 - a. December 5, 2024 (handout)
- III. Announcements and Information
 - a. President's Report – V. Harper **(Time Certain: 10:10 AM)**
 - b. Elections and Appointments – D. Solano (handout)
 - c. Events:
 - i. January 31 – General Faculty Meeting, 8:00 AM – 1:00 PM, MPR
 - ii. March 17 – Spring Budget Forum; time and location TBD
- IV. Approval of Agenda **(Time Certain: 10:05 AM)**
- V. Reports
 - a. Interim Provost's Report – J. Rodriguez
 - b. ASCSU Report – Senators Lam and Michieka (handout)
 - c. ASI Report – Senator Pruitt
 - d. Staff Report – Senator Cornelison

- e. Committee Reports:
 - i. Executive Committee – Vice-Chair Solano (handout)
 - ii. Standing Committees:
 - 1. Academic Affairs Committee (AAC)– Senator Deal (handout)
 - 2. Academic Support and Student Services Committee (AS&SS)– Senator Tsantsoulas (handout)
 - 3. Budget and Planning Committee (BPC) – Senator Wu (handout)
 - 4. Faculty Affairs Committee (FAC) – Senator Sarma, FAC Vice-Chair (handout)
- f. CFA Report – Senator Salisbury (deferred)

VI. Resolutions **(Time Certain: 10:35 AM)**

- a. Consent Agenda: No items.
- b. Old Business:
 - i. RES 242514 – Resolution on the CSU Interim Time, Place, and Manner Policy – EC (handout).
 - ii. RES 242510 – Process and Timeline of SOCI Administration – FAC and AAC (Hold; in committee for revision).
- c. New Business:
 - i. RES 242509 – Search and Screening Procedures for Administrators – FAC and BPC (handout)
 - ii. RES 242515 – Bylaws and Handbook Changes in Response to ASCSU Constitution Ratification – FAC (handout)

VII. Open Forum **(Time Certain: 11:15 AM)**

VIII. Adjournment



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Academic Senate: Elections & Appointments

January 30, 2025

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Academic Administrator Review Committees – *Completed*

AVP for GRaSP

AH: Md Naser – Communications

BPA: Nyakundi Michieka – Economics

NSME: Kanwalinderjit Kaur – CEE/CS

SSE: Jeremy Woods – Management and Marketing (*Reverted to At-Large*)

Dean for NSME

Yize Li – Physics and Engineering

Kanwalinderjit Kaur – CEE/CS

Melissa Danforth – CEE/CS

AVP for IRPA

AH: Sumita Sarma – Management and Marketing (*Reverted to At-Large*)

BPA: Chandra Commuri – PPA

NSME: Eduardo Montoya – Mathematics

SSE: Dayanand Saini – Physics and Engineering (*Reverted to At-Large*)



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Reminder! Exceptional Service Applications Due 2/14

- All faculty are eligible to apply for assigned time under Article 20.37 of the Collective Bargaining Agreement
- For faculty engaged in exceptional levels of service but not receiving a workload adjustment for their effort

Due Friday, February 14, 2025, by 5:00 PM to the Office of the Academic Senate (academicsenateoffice@csub.edu)



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Spring 2025 Call Cycle

1. Statewide Senators – *call closes TODAY (Thursday, Jan 30th) at 5pm*
2. Senators for Colleges (*run by colleges – call opens Tuesday, Feb 11th*)
3. Senators At-Large
4. College Elected Positions on Committees (*run by colleges*)
5. At-Large Elected Positions on Committees (*and unfilled college positions*)
6. College appointed positions on committees (*run by colleges*)
7. At-Large and unfilled college appointed positions (*including unfilled college positions and elected positions with no nominations after second calls*)

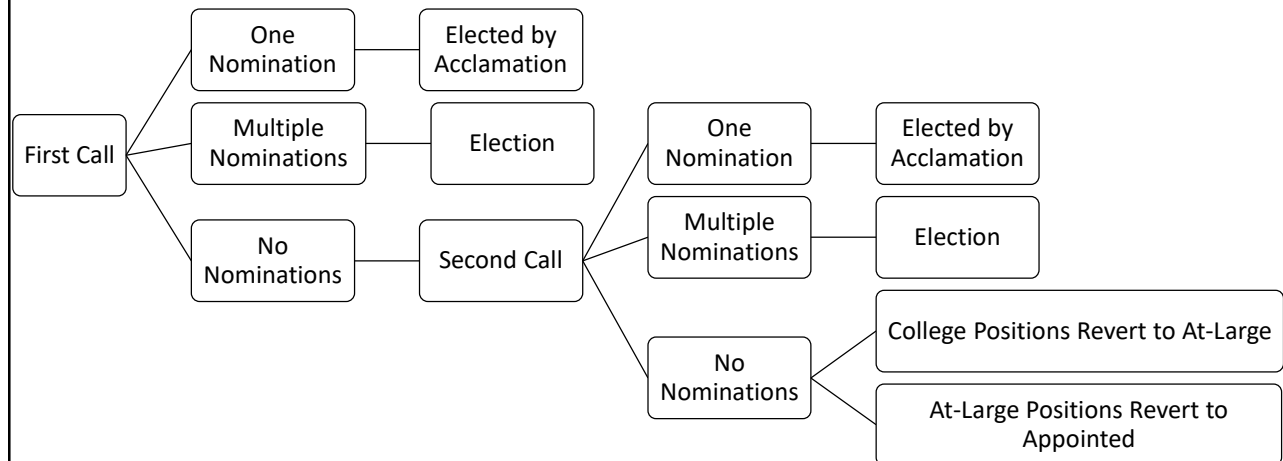


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Process for a Typical Elected Position Call



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Important Information & Reminders

1. **New call will be added soon for lecturer electorate representative**
(required by ASCSU per Constitution Ratification Bylaws Change)
2. **Calls for Standing Committee Chairs to go out after Spring Break**
3. **If you are not receiving emails regarding calls:**
 - College Calls → Contact your College Election Chair & Admin Support
 - University-wide Calls → Contact the Senate Office (academicsenateoffice@csub.edu)
4. **Exercise your influence**
 - Nominate a colleague (or yourself) for positions
 - Vote for faculty that you want to be represented by



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2024-25 College Election Committees

Arts and Humanities

- **Douglas Dodd (Chair)**
- Joel Haney
- Lena Taub
- *Admin Support: Adrianna Hook*

Business and Public Administration

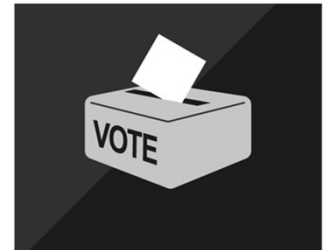
- **Richard Gearhart (Chair)**
- Di Wu
- Atieh Poushneh
- Jinping Sun
- *Admin Support: Maria Diaz*

Natural Sciences, Mathematics, and Engineering

- **Prosper Torsu (Chair)**
- Alberto Cruz
- Sophia Raczkowski
- *Admin Support: Maria Chavez*

Social Science and Education

- **Dirk Horn (Chair)**
- Patrick O'Neill
- Dahna Stowe
- *Admin Support: Alex Alva*





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Report from ASCSU to CSUB Senate Meeting (1/16/2025 – 1/17/25)

I. Guests

1. **Al Liddicoat, Interim Vice Chancellor, Human Resources, and Hayley Schwartzkopf, Assistant Vice Chancellor (AVC), Civil Rights Programming and Services, Update on Conduct of Concern**
 - 1.1. Civil rights program reviews completed at 5 CSUs including Bakersfield
 - 1.1.1. Working to compile report on what campuses are doing (best practices) with regards to civil rights
 - 1.1.2. Campuses struggling with staffing needs
 - 1.2. Civil rights Training varied among students and faculty – some received better training than the others across institutions
 - 1.3. Data: Created data dashboard on civil rights
 - 1.3.1. (Data collected on civil rights with regards to concerns, reports, complaints, investigations; students, employee, third party etc).
 - 1.3.2. Data available at the campus level.
 - 1.3.3. Will go live on January 27, 2025

2. **Dilcie Perez, Deputy Vice Chancellor of Academic and Student Affairs & Chief Student Affairs Officer, and Nathan Evans, Deputy Vice Chancellor of Academic and Student Affairs & Chief Academic Officer**
 1. Support for LA fires. About 52 members from CSU who have lost homes
 2. Putting place measures to support communities (DACA, LGBTQ communities) to be impacted by incoming administration: Educate, support, impacted students
 3. Black Student Success – campuses providing feedback on how they achieved success on what they said they would do.
 4. Strategic Planning Effort – Strategic enrollment management efforts coming together
 5. Discussion on how to creation of an AI workforce board bringing together the CSU community - to bridge the gaps across CSU's already working on AI and those that are not

3. **Charles Toombs - CFA President, CFA Liaison Report**
 1. CFA will continue to advocate for resources from the Governor's office
 2. CFA to provide information on how to be aware for ICE
 3. CFA involved in preventing erosion of Ethnic studies (part of the AB 1460)
 4. Equity conference on March 11 – 16, 2025
 5. Salary bargaining to continue

4. **Dilcie Perez, Deputy Vice Chancellor, Academic & Student Affairs, Chief Student Affairs Officer, Bob Caron, Deloitte and Anna Jablonski, Deloitte, update on Year of Engagement**
 1. Shared take-aways from feedback. What did we do with Graduation initiative, and what could have done better
 2. Provided findings on the student success framework.

3. The next framework will focus on for following: redefining what student success is (not graduation alone, but what happens after), use the size of CSU as leverage, focus on the classroom, students not accessing services provided to them
 4. Going forward, some commitments for student success will focus on these areas: academic readiness (work with families, community orgs to help students succeed in college), educational affordability, personalized journeys to success, equitable teaching and learning environments, experiential learning, and post degree opportunities (collaborate with employers).
- 5. Ray Murillo, Assistant Vice Chancellor, Student Affairs Equity & Belonging, update on CSU support and resources for undocumented students**
1. Support from this office is not limited to students alone but to faculty and CSU employees
 2. Some resources are here: [Resources, Guides and FAQs | CSU](#)
 3. Provided an overview of the specific definitions of these terms, which are commonly used incorrectly: AB 540 DACA, California Deam Act
 4. Putting together package to on how to respond to potential immigration raids on campus
 5. 1 individual person on campus to report to in case federal agents show up on campus
 6. About 8,000 undocumented in the system; No data on mixed status families – but is around 20,000 students. So total is 30,000 students potentially affected by
- 6. CSU Trustees Jazmin Guajardo & Jose Antonio Vargas**
1. Jazmin Guajardo (Student trustee) provided her experience at student government at CSU Channel Islands
- 7. Greg Saks, Vice Chancellor, External Relations & Communications, Jeff Cullen, Assistant Vice Chancellor Federal Relations & Nathan Dietrich, Assistant Vice Chancellor Advocacy & State Relations, Federal and State Legislative updates: Current and Anticipated status for CSU (Time certain: Thursday 3:30PM-4:15PM, remote)**
1. State updates (Nathan): Legislative victories: ability by the CSU's to offer applied doctoral degrees, nursing, audiology, physical therapy; push back to the legislative on Community Colleges offering duplicate degrees
 2. Federal updates (Greg): the impact of the LA fires will impact our budgets
 3. Federal updates (Jeff): Department of education could see reduction in Federal funding; anticipated increase in Title IX lawsuits,
- 8. Mandara Savage, Assistant Vice Chancellor, Professional and Continuing Education, Update EO 1099, Article 7 (Time certain: Friday 9:00AM-9:30AM, remote)**
1. Provided updates on Extended University Policy available at: [Viewing Extended Education; Self-Supporting Instructional Courses and Programs](#)
 2. Policy clarifies the procedures followed by each campus in offering self-supporting instructional courses and programs

9. Mildred García, Chancellor of the CSU (Time Certain: Friday 10AM-11AM, remote)

1. Update on LA fires: 1,200 Employees lived in areas subject to evacuation orders. Some universities providing emergency housing,
2. Updates: the 7.95% budget cuts are equivalent to \$375 million and the \$375 million is the entire budget of Fresno State
3. The proposal will defer our 25-26 compact funding of approximately \$252 million to fiscal year 2027
4. CSU are expected to invest \$252 million to grow undergraduate enrollment by 3,500 full-time equivalent students or 1%
5. The next BOT meetings will provide an update on CSU Strategic Plan (3-year plan)

10. Tara Al-Rehani, CSSA Vice President of Systemwide Affairs, CSSA Liaison Report (Time Approximate: Friday 1:30PM-2PM, remote)

1. CSSA – System wide meeting scheduled for January 25th and 26th

II. Resolutions

The ASCSU approved the following resolutions.

1. AS-3725-24/APEP CSU Ge vs. Cal-GETC in CSU Policy
2. AS-3723-24/AA/JEDI First-Year Seminars
3. AS-3721-24/FA Resolution on CSU-Wide Budget Transparency
4. AS-3718-24/APEP Call for Increased Funding in Support of Financial Aid
5. AS-3665-24/AA/FA Faculty Choice in Selection of Course Materials
6. AS-3670-24/Exec Apportionment of Academic Senate CSU (ASCSU) Seats

III. First Readings

The following resolutions were presented for feedback from Senators and communication to campuses. The sponsoring committee(s) will revise these resolutions and introduce them for action at the March 2025 plenary.

1. AS-3726-24/Exec Apportionment of Academic Senate CSU Seats
2. AS-3727-24/Exec Academic Senate of The CSU 2025-2026 Meetings
3. AS-3728-24/APEP Support for Articulation System Stimulating Inter-Institutional Student Transfer (Assist)

IV. Upcoming ASCSU Meetings

1. Next ASCSU Committee (and Plenary) meeting (3/12/25 – 3/15/25)
2. ASCSU Conference (3/15/25)

V. Prepared by CSUB Representatives to the ASCSU

1. Charles Lam, Professor of Mathematics
2. Nyakundi Michieka, Associate Professor of Economics

Report to the Academic Senate

Senate Executive Meetings January 21st and 28th, 2025

In addition to the regular business of setting the agenda for the Senate meeting and standing committee reports, the following items were discussed:

- **General Faculty Meeting (GFM):** We reviewed the agenda and brainstormed items that we would like the President and Provost to address at the GFM. We also expressed concerns about the increasing cost of the ITS services for GFM (\$3500), and the last-minute notification of this cost. Discussion ensued regarding the modality of future GFM's considering this increase in cost.
- **WSCUC Update:** Interim AVPAA Adams joined us briefly to discuss the interim WSCUC report which is due March 1st. Topics to be address on the report include advising (including staff/faculty roles in advising), the staff/faculty diversity plan, and IRPA data (for data informed decision making). Small teams will be formed to write up each section of the report, which will be a max of 5 pages. We recommended some faculty/committees that would be appropriate to ask to serve on these teams.
- **Referrals:** EC made the following referrals:
 - *Interim Director of Advising:* The senate has not yet received the report from the Interim Director of Advising. The Interim Director for Advising now reports to Jennifer Mabry; the provost will follow up on the return date for the Interim Director for Advising. Referral to AS&SS to follow up and decide when it is appropriate to request the report be due to the Senate.
 - *Advising:* Concerns were expressed that advising was moved from Academic Affairs to Enrollment Management without full senate approval and without the Interim Director for Advising's report. Since advising is related to curriculum and curriculum is the responsibility of the faculty, both advising structure and policies should still be under the purview of the senate. Referral to AS&SS.
 - *Class Cancellations:* We discussed issues with classes being cancelled last minute, particularly smaller upper division courses that students need to graduate and the inconsistencies of how csslasses were cancelled across colleges. A set of guidelines and/or philosophy on how course cancellations are handled should be developed. Referral to AAC and BPC.
 - *Program Discontinuation/Moratorium:* We need to specifically add wording that lecturers are also consulted as part of the process. Additionally, clarity needs to be added to the document regarding the role of the Senate and to allow enough time for Senate action. Referral to AAC and FAC.
- **RES 242514 – Interim Time Place Manner:** The CSU revised the Interim TPM a few weeks ago to rewrite the section on masks. We updated the resolution based on this, made another minor edit, and approved for a second reading.

Academic Affairs Committee (AAC)

Report to the Academic Senate

Thursday, January 23, 2025

The AAC Committee discussed the feedback from the first reading in the Academic Senate on Resolution 242510 – Process and Timeline of SOCI Administration. After consultation with Chair Zenko, the Committee decided to wait for a revised resolution from FAC before drafting a separate resolution. Chair Zenko planned to submit the revision to Chair Deal before the next committee meeting. AAC also discussed Referral 242520 - New Certificate Proposal: Nursing PG- NEC Certification. All the committee member questions were addressed by Dr. Heidi He. The Committee expects to draft a resolution at the next committee meeting. In addition, the Committee began a discussion of Referral 242522 - proposal for the elevation of a concentration to a degree in the Bachelor of Arts in Ethnic Studies. The last two referrals also went to BPC; both committees expect to write a joint resolution to send to the Academic Senate.

Academic Support & Student Services Committee (AS&SS)

Report to the Academic Senate

Thursday, January 23, 2025

The AS&SS committee met to discuss 2024-2025 REFERRAL #25 - Academic Advising Structure and Report. We had a lengthy discussion about potential changes to the relationship between Academic Senate and academic advising with the relocation of advising into the new division of Strategic Enrollment Management and Student Support. The committee was unable to come to a consensus, and has decided to seek out further information before proposing any new Academic Senate business regarding this referral. The second item in the referral tasked the AS&SS committee with proposing a new deadline and scope for the Interim Director of Advising report as required by Resolution 222316. We are working on this new proposal.



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AY2024-2025 Budget and Planning Committee Report

Thursday, January 23, 2025
10:00-11:30 AM
BDC 134A-Conference Room

BPC met on January 23 and worked on a number of items. The BPC did the first reading of #20-New Certificate Proposal-Nursing PG-NEC Certificate and expressed support for the proposal. A resource-related question was forwarded to the proposal developer for clarification. The BPC also did the first reading of #22- Proposal for Elevation of a Concentration to Degree - BA in Ethnic Studies and expressed support for the proposal. A planning-related question was forwarded to the proposal developer for clarification. The BPC briefly discussed other referrals that were old business items.

Report from the Faculty Affairs Committee of the Academic Senate

At the January 23rd meeting, the FAC discussed Academic Senate feedback regarding RES242510, related to the Process and Timeline of SOCI Administration. The FAC discussed several considerations, including the weight of SOCI, practicum/supervisory courses, deadlines to request removal of SOCI that have discriminatory comments, and the idea of providing students with more thorough instructions and a self-evaluation. The FAC will continue and intends to send to AAC for discussion shortly.

The FAC also discussed the referral regarding the ASCSU Constitution Ratification Bylaws change. This resolution must pass Academic Senate by February 27th. The FAC prepared a resolution for first reading and intends to receive comments and feedback from Academic Senate and the Executive Committee to improve and refine the resolution prior to a second reading.

The FAC also briefly acknowledged the organizational changes at CSUB. In the interest of shared governance, the Faculty Affairs Committee expects that the Academic Senate and the Faculty Affairs Committee will be involved in any organizational or structural change that impacts the role of faculty.



Resolution on the CSU Interim Time, Place, and Manner Policy

RES 242514

EC

Preamble: Recognizing the foundational role of academic freedom, free speech, and free expression in the pursuit of knowledge, the California State University, Bakersfield Academic Senate affirms the intrinsic value of these principles in fostering a rigorous, vibrant academic community. As a public institution dedicated to inquiry, innovation, and the free exchange of ideas, it is the duty of this University to ensure that its policies reflect and uphold the highest standards of the First Amendment, without imposing undue restrictions that undermine these values.

Whereas academic freedom is essential for advancing knowledge and fostering an environment where diverse perspectives can be explored without fear of censorship, retaliation, or restriction; and

Whereas the First Amendment protects free speech, free expression, and inquiry, serving as a vital safeguard for intellectual exploration in a democratic society; and

Whereas the First Amendment guarantees the right to peaceful protest, a fundamental component of free expression that allows individuals to advocate for change, voice dissent, and contribute to societal discourse in ways that are both lawful and essential to democracy; and

Whereas restricting the manner of use and availability of public spaces on campus, including paved pedestrian walkways and lawns on University property, the Administration Quad, the Administration Lawn, Alumni Park, the Antelope Valley Building 100 Lawn, the Don Hart East Lawn, the Harvey Hall Plaza, the Icardo Center Lawn, the Red Brick Road, the SCI III Lawn Area, the Student Recreation Center Lawn, The Student Union Park, and other public spaces, to certain available times is often restrictive to free speech and free expression; and

Whereas new restrictions on academic freedom or freedom of speech on California State University campuses must be negotiated through shared governance before they may be implemented in keeping with the recognition of all parties of the importance of Section 3561(b) of HEERA, which states:

“The Legislature recognizes that joint decision-making and consultation between administration and faculty or academic employees is the long-accepted manner of governing institutions of higher learning and is essential to the performance of the educational missions of such institutions;” and

Whereas The CSU [Interim Time, Place, and Manner Policy](#) is not effective for Union represented employees until after the meet and confer process is completed; and

Whereas time, place, and manner policies, while sometimes intended to maintain campus order, often place excessive limitations on academic and intellectual freedoms, stifling spontaneous discourse, restricting access to diverse perspectives, and fostering an environment that is inconsistent with the ideals of higher learning and free expression; and

Whereas time, place, and manner policies are often restrictive on free speech, creating an environment that is often perceived as censorious, which conflicts with the University's mission to promote open dialogue and intellectual exploration; and

~~**Whereas** the current, CSU Interim Time, Place, and Manner Policy is vague, especially in its implications around the wearing of masks, suggesting that the intent behind mask-wearing can be both known and defined without presenting any clear rationale for how intent is determined; and~~

Whereas vague policies, along with broad interpretations that can criminalize otherwise lawful behaviors, create an environment that poses risks to students, faculty, and staff—particularly those from minoritized backgrounds, who may experience heightened vulnerability and exposure to misinterpretation or punitive action; and

Whereas an open, engaged University community, accessible to all, including students, faculty, staff, and the public, is essential to the mission of a public institution, fostering a culture of openness that mirrors the society it serves;

Resolved that the California State University, Bakersfield Academic Senate affirms the University's commitment to uphold the principles of the First Amendment, ensuring that policies, practices, and regulations prioritize the broadest possible freedoms of speech, expression, and inquiry, as fundamental to the mission of higher education; and

Resolved that any University policies that impose time, place, and manner restrictions on speech, expression, or public assembly be re-evaluated to ensure they do not infringe upon the rights protected by the First Amendment, nor inhibit the spirit of academic freedom; and

Resolved that the California State University, Bakersfield Academic Senate rejects any policy that seeks to restrict speech, expression, or inquiry beyond the protections guaranteed under the First Amendment, and commit instead to fostering open dialogue and intellectual diversity on campus; and

Resolved that the California State University, Bakersfield Academic Senate reaffirms its commitment to creating an environment that is inclusive, open, and accessible to all members of the campus and wider community, rejecting vague or restrictive policies that deter free expression, lawful assembly, or peaceful dissent; and

Resolved that this resolution be widely disseminated across campus to reaffirm the University's commitment to these guiding principles and to educate all members of the CSUB community on the essential importance of free speech, academic freedom, and the values of open and engaged dialogue.

Distribution List:

- President
- Provost and VP for Academic Affairs
- VP Student Affairs
- AVP Faculty Affairs
- AVP Academic Affairs and Dean of Academic Programs

Approved by the Academic Senate:

Sent to the President:

President Approved:



Search and Screening Procedures for Administrators - Handbook Change

RES 242509

FAC and BPC

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

309 Search and Screening Procedures for Administrators

309.1 General Policy

Although the President or his/her designee is the appointing officer for all administrative positions, the principles of shared governance dictate that faculty, staff, students and administrators shall also be involved in the selection process where appropriate. As the faculty have primary responsibility for the educational mission and functions of the University, faculty members shall play a major role in search and screening for academic administrators.

A major responsibility of the University in recruitment and retention of administrators is to secure the most qualified individuals. Therefore, appointments to administrative positions shall be based on ability and fitness for the position as set out in the criteria for selection and the stated roles and responsibilities of the office. Appointments shall conform to policies of the CSU Board of Trustees.

In cases involving the selection of academic administrators who have the potential for exercising retreat rights to a faculty position, faculty will play a central role in establishing qualifications for the position, in the screening of candidates for appointment, and in formulating the recommendations submitted to the appropriate administrator. Committees established for the purpose of screening candidates for academic administrative appointments shall have a majority of faculty members. In other cases, where the function of the administrator is mainly advisory to the President or does not include academic policy decisions, the faculty's role in the search shall reflect the extent of legitimate faculty interest in the position.

In recognition of the principles of shared governance as well as their importance to the university, both staff and students shall participate in the selection of all administrators where appropriate. Representation on Search and Screening Committees shall be determined by the relationship of the office or position to staff and student activities.

In case a search firm is hired to assist in the search and screening process, please refer to 309.12 for additional guidance.

309.2 Policies on Diversity

The hiring practices of the University shall be in compliance with the policies of the CSU Board of Trustees and all applicable EEO/AA/ADA legislation. University policy dictates that the search and screening process shall not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, marital status, pregnancy, age, disability or veteran's status. The University recognizes its moral and legal obligations to strive for a composition of personnel that accurately reflects the profile of ethnic minorities and gender in the labor force from which it draws. To meet these obligations, the University will aggressively seek applications from ethnic minorities and women where their representation is below the standards of the labor force. The Diversity Officer of the University provides basic information, advice and counsel for all Search and Screening Committees.

309.3 Responsibilities of the Search and Screening Committee

The responsibilities of each Search and Screening Committee, in cooperation with the appointing officer, include formulating criteria for selection appropriate to the stated roles and responsibilities of the position, developing a position announcement, recruiting and screening candidates, and recommending to the appointing officer only qualified and acceptable candidates. The committee, in cooperation with the appointing officer, establishes a calendar, with milestones, for accomplishing its responsibilities.

It is also the responsibility of the committee to keep complete and accurate records of the selection and recommendation process. **This may include requesting documentation and records from the search**

firm. Upon the discharge of the committee, the chair shall forward these records to the appropriate administrative officer for retention pursuant to university policy.

In all cases the chair shall act in consultation with the search and screening committee.

In case a search firm is hired to assist in the search and screening process, please refer to 309.12 for additional guidance.

309.4 Confidentiality of Search and Screening Committee Activities

Each Search and Screening Committee, in cooperation with the appointing officer, has the responsibility to protect the integrity of the search and screening process. All committee deliberations and consultations shall remain confidential. Violations of this confidentiality shall be considered a breach of professional ethics. Except for matters of direct consultation, attendance at all meetings of the committee shall be restricted to official members of the committee. No persons outside the formal membership of the committee shall be present when deliberations are in progress. Appropriate safeguards shall be taken to ensure the confidentiality of all committee records.

The chair of the committee may invite the appointing officer or a member of the search firm to their deliberations at their discretion.

In any search, after consulting with the search committee, the appointing officer may also:

- A. **promote the position to potential candidates or/and answer questions raised by the potential candidates before a time when the search committee starts to review candidates.**
- B. **speak with the recommended candidates before scheduled campus visits take place.**

If a search firm is hired to assist in the search and screening process, please refer to 309.12 for additional guidance.

309.5 Composition of the Search and Screening Committees Administrators

Search and screening committees for positions concerning faculty and academic matters shall consist of the membership outlined below. Faculty shall make up a majority of the total membership of the search committee for the following positions: Provost and Vice President for Academic Affairs, Associate/Assistant Vice President for Faculty Affairs, Associate Vice President for Academic Programs/Dean of Undergraduate and Graduate Studies, all Academic Deans, and Associate/Assistant Academic Vice Presidents. *(Revised 7-02-20)*

The appointing officer shall assure the selection of the Search and Screening Committees as follows:

- a. For university-wide positions: five full-time tenured faculty members one from **each school college** and one at-large (drawn from the General Faculty including librarians, counselors, and coaches). For individual **school college** deans: four fulltime tenured faculty members drawn from and elected by the relevant **school college**. For library and Antelope Valley dean positions: five full-time tenured faculty members, including one drawn from and elected by each **school college**, and one faculty member drawn from and elected by the affected constituency (i.e., a librarian for the library dean position and a current Antelope Valley faculty member for the Antelope Valley dean position.)
- b. One **academic** administrator appointed by the appointing officer in consultation with the Cabinet.
- c. One student selected by the Executive Committee of Associated Students, Inc.
- d. One staff member jointly selected by the appointing officer and the Executive Committee of the Academic Senate.
- e. Additional members may be added, when appropriate by the Appointing Officer and the Executive Committee of the Academic Senate maintaining the majority faculty membership. The appointments shall be made to assure representation of the entire university.
- f. The search committee shall elect its chair. In the case of cabinet level positions, the President in consultation with the search committee will appoint the chair.

The search and screening committees for other administrative positions (excluding assistant or associated deans) shall be as follows: *(Revised 7-02-20)*

- a. One full-time tenured faculty member, representative of and elected by the affected constituency. *(Revised 7-02-20)*
- b. One administrator appointed by the appointing officer in consultation with the Cabinet.
- c. One student selected by the Executive Committee of Associated Students, Inc.

- d. One staff member jointly selected by the appointing officer and the Executive Committee of the Academic Senate.
- e. Additional members may be added, when appropriate by the Appointing Officer and the Executive Committee of the Academic Senate. The appointments shall be made to assure representation of the entire university.

309.6 Roles and Procedures of the Search and Screening Committees

- a. **The appointing officer or their designee shall call for the necessary elections and appointments to form the Search and Screening Committee as soon as possible following the announcement of a vacancy. The appointing officer may, at their discretion, hire a search firm to assist in the recruitment process.**
- b. The appointing officer or his/her **their** designee shall convene the first session of the Search and Screening Committee to discuss the agreed upon roles and responsibilities of the position, the qualifications needed in a nominee/applicant for the position, and the criteria for selection. The committee, in consultation with the appointing officer, shall establish a calendar, with milestones, for the completion of its work.
- c. At the beginning of the process, the **Chief** Diversity Officer of the University or designee shall meet with the committee to discuss issues, strategies, and procedures to be implemented during the search and screening process that will help meet the moral and legal obligations of the University in achieving diversity among its administrators.
- d. The committee shall elect its chair.
- e. A majority of the committee members shall constitute a quorum; **no meeting shall take place unless a quorum is achieved.** ~~although~~ Every effort shall be made to have attendance of all committee members at each meeting. **Faculty availability shall be prioritized.**
- f. Except for matters of direct consultation, attendance at meetings of the committee shall be restricted to members of the committee. No one outside the committee shall be present when deliberations are in progress. **The chair of the committee may invite the appointing officer or a member of the search firm to their deliberations after consultation with the search and screening committee.**
- g. The Search and Screening Committee, in consultation with the appointing officer, shall prepare a vacancy announcement and position descriptions that are widely distributed. The committee shall determine and prioritize the qualifications required for the position commensurate with the roles and responsibilities of the position.
- h. The Search and Screening Committee shall establish appropriate procedures for receiving applications/nominations, acknowledging receipt of all materials, **and** reviewing all materials received. **In any case, all application materials provided by the candidate will be made available to the Search and Screening Committee.**

- i. Upon completion of the review of the applicants, the committee shall recommend those candidates who should be brought to campus for interviews. **The appointing officers and representatives of a search firm may contact candidates after consulting with the search committee.**
- j. For retreat rights and potential tenure purposes, candidates shall be interviewed by the academic department in which they are seeking retreat rights, at which time the department will forward to the Search and Screening Committee a recommendation assessing the candidate's potential for the reward of tenure. A negative recommendation from the department regarding a particular applicant is to be considered a right of refusal to accept the candidate in that department.
- k. Any recommendation for tenure upon appointment would normally be restricted to those applicants who have been, or are currently, tenured by an accredited academic institution of higher education. Applicants without such a record shall be evaluated for tenure according to criteria jointly established by the appropriate department, the dean, and the P&VPAA.
- l. Opportunity shall be provided for all members of the university community (including, but not limited to, faculty, staff, students, alumni, and other "friends" of the university) to meet candidates during interviews.
- m. After completion of interviews, the Search and Screening Committee shall seek out and consider the observations and opinions of all those individuals who had an opportunity to meet with the candidates before making its final recommendations.
- n. The committee shall forward to the appointing officer and President a list of all acceptable candidates. The committee shall provide in writing a detailed rationale for its recommendations. Under normal circumstances at least three candidates shall be recommended to the appointing officer and President. The appointing officer and President shall meet with the members of the committee to discuss their evaluations of the recommended candidates.
- o. If none of the candidates recommended by the committee accepts the position offer, the appointing officer and President shall meet with the committee to determine whether any acceptable candidates remain in the applicant pool. If the committee, in consultation with the appointing officer and President, determine there are no further acceptable candidates, the search process shall begin anew.
- p. All records, deliberations, and consultations throughout the search and screening process shall remain strictly confidential.

309.7 Appointment of Interim Non-Academic University-Wide Officers

- a. This policy shall apply to the interim appointments of the VPBAS, VPSA, and VPUA. New positions that are similar in nature shall also be subject to this policy.

- b. When a vacancy in one of these positions occurs, the President shall confer with the Executive Committee of the Academic Senate, to determine if there is sufficient time for recruitment, the appointment of a replacement. If there is insufficient time to find a replacement before the office is vacated, an interim appointment shall be made. Such appointments will be made after consultation with the Executive Committee of the Senate and members of the representative units affected by the appointments.
- c. Interim appointments are intended to be temporary, and should not exceed 18 months. These appointments may be renewed after following the above procedures.

309.8 Appointment of Interim Provost and Vice-President for Academic Affairs

- a. When a vacancy occurs, the President shall confer with the Executive Committee of the Academic Senate to determine if there is sufficient time for recruitment and appointment of a replacement. If there is insufficient time to find a replacement before the office is vacated, an interim appointment shall be made. Such appointments will be made after consultation with the Executive Committee of the Senate and members of the representative units affected by the appointments.
- b. Interim appointments are intended to be temporary, and should not exceed 18 months. These appointments may be renewed after following the above procedures.

309.9 Appointment of other Interim University-Wide Academic Administrators

- A. This policy shall apply to the interim appointments of other academic administrators whose responsibilities include making academic policy decisions that affect the entire university which includes the Assistant Vice President for GRASP, the Associate Vice President for Academic Programs, the Associate Vice President for CSU Bakersfield Antelope Valley (*Revised 06-28-18 Name Change*), the Associate Vice President for Faculty Affairs, the Dean of Academic Programs, and the Dean of the Division of Extended Education and Global Outreach (*Revised 07-10-17 Name Change*). New positions that are similar in nature shall also be subject to this policy.
- B. When a vacancy occurs, the P&VPAA shall confer with the Executive Committee of the Academic Senate to determine if there is sufficient time for recruitment and appointment of a replacement. If there is insufficient time to find a replacement before the office is vacated, an interim appointment shall be made. Such appointments will be made after consultation with the Executive Committee of the Senate and members of the representative units affected by the appointments.
- C. Interim appointments are intended to be temporary, and should not exceed 18 months. These appointments may be renewed after following the above procedures.

309.10 Appointment of Interim School College Deans

- a. When a vacancy occurs in a **school college** dean's position, the Provost and Vice President for Academic Affairs shall confer with the Executive Committee of the Academic Senate to determine if there is sufficient time for recruitment and appointment of a replacement. If there is insufficient time to find a replacement before the office is vacated, the appointment of an interim dean will be made by the Provost & Vice President for Academic Affairs. Such appointments will be made after consultation with the Executive Committee of the Senate, Department Chairs, members of the **school college**, and appropriate advising committees.
- b. Interim appointments are intended to be temporary, and should not exceed 18 months. These appointments may be renewed after following the above procedures.

309.11 Appointment of Interim School College Associate Deans

- a. When a vacancy occurs in an associate **school college** dean's position, the Dean shall confer with Department Chair to determine if there is sufficient time for recruitment and appointment of a replacement. If there is insufficient time to find a replacement before the office is vacated, the appointment of an interim Associate Dean will be made by the Provost upon recommendation of the Dean. Such appointments will be made only after the Dean has consulted with the Department Chairs, members of the **school college**, and appropriate advising committees.
- b. Interim appointments are intended to be temporary, and should not exceed 18 months. These appointments may be renewed after following the above procedures.

309.12 Additional Guidance When a Search Firm is Hired to Assist in the Search and Screening Process for Administrators

When a search firm is hired to assist in the search and hiring process:

- a. **this search firm shall be distributed a copy of University Handbook Section 309 prior to being hired.**
- b. **the search and screening committee is given a copy of the contract detailing the responsibilities of the search firm.**
- c. **the search and screening committee may also assist in recruiting applicants.**
- d. **after obtaining approval from the committee, members of this search firm may be present in search committee meetings, as outlined in 309.6ef.**

RATIONALE:

The requested changes address faculty concerns with the use of search firms during the search and screening of administration positions. These changes outline the roles and responsibilities of different entities involved within this process and protect faculty rights and the role of campus committees and representatives.

Distribution List:

- President
- Provost and VP for Academic Affairs
- VP Student Affairs
- AVP Faculty Affairs
- AVP Academic Affairs and Dean of Academic Programs
- College Deans
- Dean of Libraries
- Dean of Antelope Valley
- Dean of Extended University and Global Outreach
- Department Chairs
- General Faculty

Approved by the Academic Senate: XXX

Sent to the President: XXX

President Approved:



Bylaws and Handbook Changes in Response to ASCSU Constitution Ratification

RES 242515

FAC

- RESOLVED:** That the Academic Senate establishes a practice of electing a Lecturer Senator to serve as a representative of the lecturer electorate to the Academic Senate of the California State University (ASCSU).
- RESOLVED:** Lecturer faculty shall be eligible to serve as a lecturer representative to the ASCSU if they are full-time or part-time with a time base entitlement of at least 0.6 (e.g., 18 WTUs for the academic year).
- RESOLVED:** The Elections Committee of the Academic Senate shall ensure that lecturer representatives are eligible and elected by lecturer faculty. All full- and part-time lecturers are eligible to participate in the voting and election process.
- RESOLVED:** That the Academic Senate recommend revisions to the University Handbook language regarding the lecturer electorate representative to the ASCSU role and inclusion of the lecturer electorate representative as a member of the CSUB Academic Senate. (Deletions in ~~strike through~~, additions in **bold underline**.)
- RATIONALE:** This resolution is responsive to the ASCSU's recently ratified constitutional amendments regarding the inclusion of lecturer senators as part of a lecturer electorate. Specifically, Article 2, Section 6 of the Constitution of the Academic Senate of the California State University indicates that "The lecturer senator electorate shall consist of one lecturer faculty member elected *by* and *from* the lecturer faculty on each campus, according to rules established on each campus." (emphasis added).
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Amend the Constitution of the Academic Senate (University Handbook Appendix C) as follows:

Article 1 Membership

The Academic Senate shall be composed of the following members:

- A. the General Faculty Chair and Vice Chair elected by the General Faculty;
- B. two representatives to the CSU (statewide) Academic Senate elected by the General Faculty;
- C. **one lecturer representative to the CSU (statewide) Academic Senate elected by the lecturer faculty;**
 - A. **Lecturer representatives may be full-time or part-time with a time base entitlement of at least 0.6 (e.g., 18 WTUs for the academic year).**
- D. two representatives from each ~~School~~**College**, and
- E. one representative from the CSU Bakersfield Antelope Valley **campus**, elected by the respective faculty members of the ~~Colleges~~**Schools** or Center;
- F. six at-large representatives elected from and by the General Faculty;
- G. the ASI President or designee;
- H. one representative of the Council of Academic Deans selected by the council;
- I. a staff member elected by Staff Forum;
- J. the immediate previous Senate Chair, will serve for a period of one term, *ex officio*; and
- K. the Provost (and Vice-President for Academic Affairs) serves *ex officio* and nonvoting.

Section 2 Executive Committee

- A. Membership: The Executive Committee shall consist of:
 - 6) the current Chair;
 - 6) the Vice Chair;
 - 6) the Standing Committee Chairs;
 - 6) the ~~two~~ **three** representatives to the Academic Senate CSU
 - 6) the immediate previous Senate Chair, will serve for a period of one year, *ex officio*; and
 - 6) the Provost (and Vice President for Academic Affairs) serves *ex officio* and non-voting.

Distribution List: (update as needed)

- President
 - Provost and VP for Academic Affairs
 - College Deans
 - Dean of Libraries
 - Dean of Antelope Valley Campus
 - Dean of EEGO
 - Department Chairs
 - General Faculty
-

Approved by the Academic Senate:

Sent to the President:

President Approved: