



Academic Senate: Executive Committee

AGENDA – Extra Meeting
TUESDAY, DECEMBER 9, 2025
10:00 A.M. – 11:30 AM

Location: BPA Conference Room 134 and virtual.

Zoom Link: <https://csub.zoom.us/j/85981842316?pwd=M2QqHBI2e0S3BPLhSFGMavtTVfDYbA.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).

1. Call to Order
2. Announcements and Information
 - A. Spring General Faculty Meeting – Friday, January 30
 - i. Draft Agenda and schedule (handout)
 - B. Spring 2026
 - i. EC Guests
 - a. E. Adams – AVP for Academic Operations and Dean of Academic Programs
 - ii. Senate Guests
 - a. J. Watkins – Center for Accessibility and Essential Needs
 - b. K. De Young – Facilities
 - c. Spring Reports
3. Approval of Agenda (Time Certain: 10:05 AM)
4. Approval of Minutes
 - A. December 2, 2025 (deferred)
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: 10:20 AM)

- i. Status of:
 - a. Academic Administrator Searches
 - b. Academic Administrator Reviews
 - C. Reports and Recommendations
 - i. Criteria for Proposing New Schools Taskforce (Hold; waiting for report)
 - 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. New Discussion Items (Time Certain: 10:45)
- A. Elections and Appointments (deferred)
 - B. Items from Provost Council (handout)
 - i. Email limits for faculty
 - C. Develop formal policy for General Faculty to bring a resolution to the Senate– EC
 - D. 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
 - E. Development of a Senate Recording Retention Policy for recordings that are intended to develop Minutes
 - F. Request from ITS to be added to AS&SS (handout) – AS&SS and FAC
 - G. ASI Requests – AS&SS and AAC (?) (handout)
 - i. Office Hours
 - ii. Reporting Grades
 - H. Updates to the Distributed Learning Committee (DLC) Membership and Description – AAC, AS&SS and FAC (?) (handout)
 - I. Handbook and Bylaws Project – EC (handout)
7. Agenda Items for Senate (deferred)
8. Adjournment



General Faculty Meeting – Spring 2026

Friday, January 30, 2025

8:00 AM – 2:00 PM

Student Union, MPR

Agenda

Continental Breakfast (Sponsored by Provost Thien)	8:00 am
Open Session	
Welcome Address – Dr. Melissa Danforth, Academic Senate Chair	8:20 – 8:30 am
President’s Remarks and Q&A – Dr. Vernon B. Harper Jr.	8:30 – 9:30 am
Provost’s Remarks and Q&A – Dr. Deborah Thien	9:30 – 10:30 am
Break	10:30 – 10:45 am
Faculty Only Session	
Overview of Faculty Concerns from RSVPs – Dr. Melissa Danforth, Academic Senate Chair	10:45 – 11:00 am
Open Forum – Dr. Melissa Danforth, Academic Senate Chair	11:00 am - Noon
Working Lunch (Sponsored by Provost Thien)	Noon – 1:00 pm
CFA Updates – Dr. Tracey Salisbury, CFA President	12:30 – 1:00 pm
Senate Updates and Upcoming Business:	1:00 – 2:00 pm
Dr. Melissa Danforth, Academic Senate Chair	
Dr. Dani Solano, Academic Senate Vice-Chair	

Date	Referral	Status	Committee/s Charged	Action	Resolution	Handbook/Bylaws Change	Approved by Senate	Sent to President	Approved by President
9/11/2025	N/A	Complete	EC	Rename the Faculty Leadership and Service Award to "Jacquelyn Kegley Faculty Leadership and Service Award" in recognition of Dr. Kegley's decades of service to and leadership at CSUB, including her role in the creation of CSUB's Academic Senate and service as CSUB Senate Chair.	RES 252601 Renaming of the Leadership and Service Award	Handbook 308.3.2	9/25/2025	10/6/2025	10/15/2025
9/23/2025	N/A	Complete	EC	AB 1400 of 2025 Opposition; Academic Senate of CSUB requests that the Governor of California veto Assembly Bill 1400 of 2025 Community colleges; Baccalaureate Degree in Nursing Pilot Program.	RES 252602 Assembly Bill 1400 of 2025 Opposition	-	9/25/2025	10/6/2025	10/15/2025
9/2/2025	2025-2026 02 Academic Degree Policies	Complete	AAC	Review the academic policies about double majors and double counting courses. Consider: Timeline for declaring a double major, double counting courses between the major and the minor, and double counting courses between both majors for a double major. Carry-over referral: 2024-2025 #37 Academic Degree Policies	RES 252603 Double Major Policy Changes RES 252604 Minor Policy Changes	-	RES 2552603 approved 10/23/2025 RES 252604 approved 11/06/2025	10/31/2025 12/1/2025	11/5/2025;
10/7/2025	N/A	Complete	EC	RES 252605 Reaffirming Shared Governance and the University Handbook as Policy	RES 252605 Reaffirming Shared Governance and the University Handbook as Policy	Handbook	10/23/2025	10/31/2025	11/5/2025
10/7/2025	N/A	Complete	EC	RES 252606 Call for a CSU Chancellor's Office Investigation Regarding Recent Incidents in Athletics	RES 252606 Call for a CSU Chancellor's Office Investigation Regarding Recent Incidents in Athletics	-	11/6/2025	12/1/2025	
10/21/2025	N/A	Complete	EC	Commendation for CSUB CAMP and HEP Programs	RES 252607 Commendation for CSUB CAMP and HEP Programs	-	10/23/2025	10/31/2025	11/5/2025
9/16/2025	2025-2026 17 Sabbatical Application Process	Complete	FAC	Review the handbook guidelines on sabbatical applications. During your discussion, please consider: potential revisions to Sections 307.2 and 307.3 of the University Handbook; consistency with the Collective Bargaining Agreement for Unit 3; whether an application rubric should be developed.	RES 252608 Sabbatical Rubric and Feedback	Handbook 307.2, 307.3	12/4/2025	Send to President 12/15/2025	
9/2/2025	2025-2026 01 Clarify ASCSU Lecturer Electorate Procedures	Complete	FAC	Clarify ASCSU Lecturer Electorate Procedures. During your discussion, please consider the following: whether non-tenure track, non-teaching faculty can be eligible; what term the elected representative serves on CSUB Academic Senate; encoding the nomination and election procedures in CSUB Senate Bylaws or University Handbook. Carry-over referral: 2024-2025 #36 Clarify ASCSU Lecturer Electorate Procedures	RES 252609 Clarifying ASCSU Lecturer Electorate Procedures	-	12/4/2025	Send to President 12/15/2025	
9/4/2025	2025-2026 09 Proposal for New Minor in Applied Mathematics	Complete	AAC and BPC	Review the proposal for New Minor in Applied Mathematics.	RES 252611 New Minor in Applied Mathematics	-	12/4/2025	Send to President 12/15/2025	
9/15/2025	2025-2026 12 Proposal for New Concentration HCM_Healthcare Administration	Complete	AAC and BPC	Review and approve the proposal for a New Concentration in Healthcare Administration (HCM) in the Master of Public Administration (MPA) degree.	RES 252612 New Concentration in Nonprofit Management in MPA Degree	-	12/4/2025	Send to President 12/15/2025	
9/15/2025	2025-2026 13 Proposal for New Concentration NPM_Nonprofit Management	Complete	AAC and BPC	Review and approve the proposal for a New Concentration in Nonprofit Management (NPM) in the Master of Public Administration (MPA) degree.	RES 252613 New Concentration in Healthcare Administration in MPA Degree	-	12/4/2025	Send to President 12/15/2025	
11/3/2025	2025-2026 29 Academic Calendar, Fall 2026 - Summer 2027	Complete	BPC	Approval of Academic Calendar, Fall 2026, Winter session, Spring 2027 and Summer 2027	RES 252616 Academic Calendar Fall 2026 - Summer 2027	-	12/4/2025	Send to President 12/15/2025	
11/3/2025	2025-2026 30 Academic Master Plan 2026-27 through 2035-36	Complete	AAC and BPC	Academic Master Plan; 2026-27 through 2035-36	RES 252617 Academic Master Plan 2026-27 through 2035-36	-	12/4/2025	Send to President 12/15/2025	
12/2/2025	N/A	Complete	EC	Commencement - Fall 2025	RES 252619 Commencement- Fall 2025	-	12/4/2025	Send to President 12/15/2025	
9/2/2025	2025-2026 05 Unit RTP Committees	RES 252610 IP	FAC	For FAC to review the University Handbook sections related to Unit RTP Committees. Handbook 305.6.1, 301.6.4 Revised Referral 2024-2025 #34 Unit RTP Committees and PAF Content; drafted RES 242557 (not approved by Senate)	RES 252610 Unit RTP and PTR Composition <i>(2nd reading scheduled 12/04/25; returned to committee)</i>	Handbook 305.6.1, 301.6.4			
9/15/2025	2025-2026 11 Proposal for New Minor in Creative Writing	RES 252614 IP	AAC and BPC	Review and approve the proposal for a New Minor in Creative Writing; Department of English.	RES 252614 Minor in Creative Writing <i>(1st reading 12/04/2025)</i>	-			
9/4/2025	2025-2026 07 Proposal to Rename the Computer Science Information Security Concentration	RES 252615 IP	AAC and BPC	Review the proposal to rename the Computer Science Information Security Concentration to Computer Science Cybersecurity Concentration.	RES 252615 Renaming of Computer Science Cybersecurity Concentration <i>(1st reading 12/04/2025)</i>	-			
9/17/2025	2025-2026 18 Special Review Committee for Anthropology	RES 252618 IP	AAC and BPC	Review and address the recommendations provided by the Special Review Committee for Anthropology with respect to the proposed discontinuation of the Anthropology MA and BA programs.	RES 252618 Special Review Committee for Anthropology <i>(1st reading 12/04/2025)</i>	-			
9/2/2025	2025-2026 03 Academic Policies and Academic Advising in SASEM	Sent to subcommittee/s	AAC and AS&SS	To discuss shared governance with respect to the academic policies and advising housed in the Division of Strategic Enrollment Management Expanded Carry-over of: 2024-2025 #31 Academic Policies House in the Registrar's Office and 2024-2025 #25 Academic Advising Structure and Report; RES 242518 Academic Advising Structure as an Academic Endeavor	-	-			

2025-2026 Academic Senate: Referral and Resolution Log

Date	Referral	Status	Committee/s Charged	Action	Resolution	Handbook/Bylaws Change	Approved by Senate	Sent to President	Approved by President
9/2/2025	2025-2026 04 Time Blocks	Sent to subcommittee/s	BPC	The need to reconsider Time Blocks for classes. During discussion, consider how to address meeting patterns that are not visualized in RES 1314059, whether the 50 minutes M/W/F time blocks are sufficient for pedagogical reasons, overlap between current time blocks of different types, effects of time blocks on space utilization. Carry over referral: 2023-2024 #04 and 2024-2025#10 Time Blocks		-			
9/4/2025	2025-2026 06 Proposal to Elevate the Concentration of Computer Information Systems (CIS) to a Degree Program.	Sent to subcommittee/s	AAC and BPC	Review the proposal to elevate the Computer Science Computer Information Systems (CIS) Concentration to a new Degree Program.		-			
9/4/2025	2025-2026 08 Proposal to Change the MS in Computer Science from Self-support to Stateside Support	Sent to subcommittee/s	AAC and BPC	Review the proposal to Change the MS in Computer Science from Self-support to Stateside Support.		-			
9/15/2025	2025-2026 10 Proposal for New Minor in Medical Spanish	Sent to subcommittee/s	AAC and BPC	Review and approve the proposal for a New Minor in Medical Spanish; Department of Modern Languages and Literatures.		-			
9/15/2025	2025-2026 15 Proposal for New Minor_HD-CAFS, Early Childhood Development (ECD)	Sent to subcommittee/s	AAC and BPC	Review and approve the proposal for 2025-2026 15. Proposal for New Minor in Early Childhood Development; Department of Human Development and Child, Adolescent and Family Studies (HD-CAFS).		-			
9/16/2025	2025-2026 16 Catalog Language Inconsistency with Title V	Sent to subcommittee/s	AAC	Review the inconsistencies between CSUB Academic Catalog language and Title V requirements with respect to upper-division units required for BS degree completion.		-			
9/29/2025	2025-2026 19 Teaching Modality	Sent to subcommittee/s	AAC and FAC	Review and discuss section 203 "Instructional Policy" of the University Handbook, particularly the subsections related to course modality and online and hybrid courses. Section 303.1also has references to online teaching.		Handbook 203 and 303.1			
9/29/2025	2025-2026 20 Disqualification and Readmission Policies	Sent to subcommittee/s	AAC and AS&SS	Review and discuss the policies related to academic disqualification and readmission to the university.		-			
9/29/2025	2025-2026 21 Policy on Use of Informational Banner Space in Canvas	Sent to subcommittee/s	AS&SS	Discuss developing a policy on what information can be posted to the banner space on Canvas.		-			
10/7/2025	2025-2026 22 President's Cabinet Structure and Officers of the University- Handbook Change	Sent to subcommittee/s	FAC	Update section 103.2.3 and 104 of the University Handbook to be consistent with the current structure of the President's Cabinet, President's direct reports, and other officers of the University.		Handbook 103.2.3 and 104			
10/14/2025	2025-2026 23 PERC Timing Concerns	Sent to subcommittee/s	AAC and AS&SS	Investigate the timing of the Post-Enrollment Requirements Checking (PERC) report generation.		-			
10/14/2025	2025-2026 24 First-Year Seminar (CSUB 1029) Concerns	Sent to subcommittee/s	AAC and FAC	Investigate concerns related to the curricular content and oversight of First-Year Seminar (CSUB 1029) and the assignment of instructors for CSUB 1029.		-			
10/29/2025	2025-2026 25 Inconsistency with Previous Handbook Changes to Unit Committee Evaluations	Sent to subcommittee/s	FAC	FAC to review the two resolutions from 2022-2023 related to section 305.6.3 Evaluation and Recommendation by the Unit Committee of the University Handbook. During your discussion, please consider the following: Any language from RES 222309 that may have been accidentally excluded from RES 222335 and will need to be incorporated in the handbook; Incorporating recommendations from this referral with recommendations for referral 2025-2026 05 Unit RTP Committees.		Handbook 305.6.3			
10/29/2025	2025-2026 26 Inventory of Automated Decision-making Software for the Classroom	Sent to subcommittee/s	AS&SS	Inventory of AI and other automated software; A new state law requires CSU campuses to inventory automated decision-making systems. It was suggested that ATI-IM also participate		-			
10/29/2025	2025-2026 27 Handbook Policies on Acting and Interim MPPs	Sent to subcommittee/s	FAC	FAC to review the University Handbook sections, 309.7 through 309.11, regarding appointments of interim administrators. During your discussion, please consider the following: Whether language should be added to define the title "Acting" and provide guidelines for appointing and length of term; Whether the consultation processes for interim appointments should be clarified with respect to entities that are consulted prior to appointment and renewal.		Handbook 309.7 through 309.11			
10/29/2025	2025-2026 28 Term Limits for Department Chairs and Program Directors	Sent to subcommittee/s	FAC	FAC to review the term limit language in section 312.3 Selection and Appointment Procedures of the University Handbook, specifically relating to department chairs, program chairs, and program directors.		Handbook 312.3			
11/3/2025	2025-2026 31 Clarify Handbook Language Related to Faculty Reviews	Sent to subcommittee/s	FAC	FAC to review the Handbook language pertaining to timelines for Post-Tenure Review (PTR) and WPAF length for all faculty reviews. During your discussion, please consider the following: The language in Handbook section 305.4.2.10 "RTP File" related to expected contents and maximum length for the following types of reviews... Multiple timeline issues with Handbook section 305.3.3 "Promotion of		Handbook 305.3.3 and 305.4.2.10			
11/3/2025	2025-2026 32 Clarification of Unit Criteria for Faculty Review	Sent to subcommittee/s	FAC	FAC to review the Handbook language related to Unit RTP, PTR and PEF Criteria. During your discussion, please consider the following: The following Handbook sections related to Unit Criteria, including any changes made in RES 252610 "Unit RTP and PTR Composition"; 305.4.2.4 "Unit RTP Criteria," 306.2.2 "Criteria for Periodic Evaluation of Faculty," 306.3 "Post-Tenure Review," "Definition of "exceptional" for Early Promotion at different ranks (i.e. Assistant to Associate and Associate to Full), Developing a checklist of required criteria elements to assist units in revising their Unit Criteria		Handbook			
9/15/2025	2025-2026 14 Proposal for Public Personnel Services Credential	Sent to subcommittee/s	AAC and BPC	Review and approve the proposal for a Pupil Personnel Services Credential in Advanced Educational Studies.		-			
11/7/2025	2025-2026 33 Academic, Curricular, and Student Support Software Concerns	Sent to subcommittee/s	AS&SS	AS&SS discuss academic, curricular, and student support software needs with ITS. Consider: Consulting with ITS about rising software costs for academic, curricular, and student support software, and assisting ITS with determining acceptable replacements and/or non-renewals; Whether AS&SS (via bylaws change), another existing committee (such as ITC), or a new committee (created by resolution), should serve as the shared-governance consultants with ITS for software selection in these areas.					
11/7/2025	2025-2026 34 Review of the Report and Recommendations from the Task Force for Periodic Evaluation of Temporary Faculty	Sent to subcommittee/s	FAC	FAC review the submitted report and recommendations from the Task Force for Periodic Evaluation of Temporary Faculty. Consider: Which recommendations for changes to the Handbook, if any, should be formally adopted; The impact of the report and recommendations on other referrals and resolutions. Carry over referral 2021-2022 #41, 2023-2024 #03 and 2024-2025 #06		Handbook			

Date	Referral	Status	Committee/s Charged	Action	Resolution	Handbook/Bylaws Change	Approved by Senate	Sent to President	Approved by President
11/25/2025	2025-2026 35 SOCI Modality	Sent to subcommittee FAC		Review the request from Provost Council to eliminate paper SOCIs and move entirely to online SOCIs. During discussion, consider: Costs of administering paper SOCIs, Low response rates for online SOCIs and how to address, ITS support for online SOCIs.					
		Waiting for Taskforce report; HOLD		Criteria for the creation of schools; waiting for task force report (end of Fall 2025). Update: Yangsuk Ko (chair) estimates report to be done by last meeting of Fall 2025; December 8, 2025.		Handbook			

Katherine Van Grinsven

From: Melissa Danforth
Sent: Monday, September 15, 2025 1:58 PM
To: Katherine Van Grinsven
Subject: EC Agenda item - ASI resolution
Attachments: SB 104 - ASI and Shared Governance_encrypted_.pdf

Hi Katie,

Please add the attached ASI resolution to the EC agenda as new discussion item "ASI resolution: SB 104 ASI and Shared Governance".

In addition to the Resolved section of the resolution, they ask the following in the signature block:

"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."

This is something Senate as a whole will need to have a resolution on, as the Resolved section has several asks and EC cannot commit without the full Senate weighing in. EC will need to decide if such a resolution comes from EC or from the standing committee(s).

Melissa

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Dr. Melissa Danforth (she/they)
Chair, CSUB Academic Senate
PI, CSUB's S-STEM Scholarship Program
Professor of Computer Science
Department of Computer & Electrical Engineering/Computer Science
California State University, Bakersfield
Website: <https://www.cs.csub.edu/~melissa/>



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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 resolution² 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.)

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

(cont.)

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 Affairs – 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)

Marcos Ramirez, Vice President of University Affairs

Antonio Reyes

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

Antonio 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 Affairs

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
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Direct Line: (661) 654-3128
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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 Form submitted in Summer 2023. See [Appendix P](#). If a full Substantive Change Review is required the proposal will be submitted by no later than November 2023 to provide adequate time for 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

Page 71 of PDF

Appendix P: WSCUC Screening Form



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 is necessary prior to implementation. A determination on the necessity of review is made after submission of 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 (NP) 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 will 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 to a DNP program becomes a necessity. The DON is proposing two Doctor of Nursing Practice (DNP) 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 to address the critical shortage of primary care providers in the region and to meet the emerging 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 (FNP) concentration.

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



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From: Melissa Danforth <mdanforth@csb.edu>
Sent: Wednesday, September 24, 2025 10:49 AM
To: Katherine Van Grinsven <kvan-grinsven@csb.edu>
Cc: Danielle Solano <dsolano@csb.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@csb.edu>
Sent: Wednesday, September 24, 2025 10:44 AM
To: Melissa Danforth <mdanforth@csb.edu>; Tiffany Tsantsoulas <ttsantsoulas@csb.edu>
Cc: Heidi He <hhe@csb.edu>; Jane Dong <jdong2@csb.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

Katherine Van Grinsven

From: Melissa Danforth
Sent: Tuesday, October 7, 2025 9:01 PM
To: Zachary Zenko; Senate Executive Committee Group
Subject: RE: Possible Senate business from Provost's Council

Hi all,

When talking to Katie earlier, I realized I may have misheard when Chris said the current Qualtrics license cost, and maybe it was only a 10k increase, instead of the massive increase I thought I'd initially heard. In any case, the Tableau license renewal proposal is more than 3x the cost of the Qualtrics one, and talking to Chris, it sounded like he's asking for more budget to keep Qualtrics as academically necessary for the March 2026 renewal. That gives us time to discuss alternatives with a wider audience, if ITS can renew through March 2027.

For the online SOCs, I only received the summary report for my summer online class. I did not receive the individual responses for Summer 2025, although looking further back, I did receive the individual responses for my Fall 2024 class. We'd requested that both the summary report and individual reports be returned to faculty members when we ok'd the new paper forms, but it looks like there are still issues to work out with that process.

Melissa

From: Zachary Zenko <zzenko@csub.edu>
Sent: Tuesday, October 7, 2025 7:53 PM
To: Melissa Danforth <mdanforth@csub.edu>; Senate Executive Committee Group <executivecommittee@CSUB.onmicrosoft.com>
Subject: Re: Possible Senate business from Provost's Council

Hi all,

That is very concerning regarding Qualtrics. Dr. Marianne Wilson would know more, but I would estimate that about 80% of research with human participants (including graduate student research) involves Qualtrics. Maybe more. Most of my research would come to a halt.

Perhaps there are other options to explore, like different license types, or open source statistical analysis software (e.g., JASP, Jamovi, r) instead of SPSS. I am not sure if that is a csu license or chancellor's office license.

Regarding online SOCs, I thought ITS is now in the practice of sharing individual responses as well as the overall summaries?

Just some thoughts. I am sure some of this can wait as we address other pressing concerns.

Thank you

[ZACHARY ZENKO, PH.D., FACSM, PAPHS](#)

He/Him/His

Associate Professor
Graduate Program Director, [MS in Kinesiology](#)
Department of Kinesiology
(661) 654-2799
Office: EDUC 149
[Zoom Link](#)

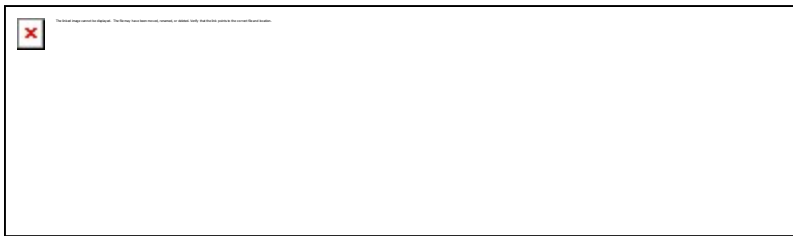
Fall 2025 Office Hours

Mondays: 2:30 to 3:30 pm
Tuesdays and Thursdays: 1:30 to 3:30 pm
or by appointment

California State University, Bakersfield

Mail Stop: 22 EDUC
9001 Stockdale Hwy
Bakersfield, CA 93311

[Essentials of Exercise and Sport Psychology: An Open Access Textbook](#)



I am a proud member of the California Faculty Association; if you are not already a proud member of CFA, [join here](#).

From: Melissa Danforth <mdanforth@csub.edu>
Sent: Tuesday, October 7, 2025 3:45 PM
To: Senate Executive Committee Group <executivecommittee@CSUB.onmicrosoft.com>
Subject: Possible Senate business from Provost's Council

Hi all,

I just came out of Provost's Council and there were several items we'll need to discuss in future EC meetings to see if a referral is needed.

SOCI modality:

Paper SOCI's are becoming increasingly expensive, both in terms of costs for purchasing the materials and people-hours in processing the materials. I said that online SOCI's aren't a substitute for paper SOCI's since the individual responses are not preserved. ITS will look into the SOCI report to see if they can generate the individual responses along with the summary. There was also discussion about the low response rate for online SOCI's, and how that would need to be addressed.

Rising software costs:

Multiple software packages up for renewal are having drastic increases in costs. The full group primarily discussed Qualtrics, which is quadrupling in costs for the March renewal. I spoke with Chris afterwards and he also said that the costs for Slack and Tableau are going up. Along with this would probably need to be a discussion with the Library about database costs.

Email limits:

I spoke with Chris after the meeting, and he said that students are limited to 50 recipients on an email, but there are no limits for faculty members. Chris said the idea has been brought up before to address cybersecurity concerns (such as someone's account being compromised and use to mail out spam), but there was push-back on limiting how many recipients could be on an email from a faculty member. We discussed certain cases where a faculty member might need to email a large group, such as emailing a large class or all students in a specific major. For the later, Chris was open to ITS creating mailing lists for students in each major, similar to what they have created for colleges to facilitate academic administrator reviews.

On a purely informational front, WASC did change their accreditation standards to remove DEI language. And there have been some inconsistencies with how ASCs have done schedule build (putting specific section information into myCSUB), which includes inconsistencies in overriding the default CS#, so they're looking into providing more training for ASCs in this area.

Melissa

--

Dr. Melissa Danforth (she/they)
Chair, CSUB Academic Senate
PI, CSUB's S-STEM Scholarship Program
Professor of Computer Science
Department of Computer & Electrical Engineering/Computer Science
California State University, Bakersfield
Website: <https://www.cs.csub.edu/~melissa/>

Katherine Van Grinsven

From: Melissa Danforth
Sent: Thursday, November 6, 2025 12:15 PM
To: Katherine Van Grinsven
Cc: Danielle Solano; Leslie Kirstein
Subject: FW: Request for ex-officio, non-voting membership on AS&SS (memo attached)
Attachments: Request for ex-officio membership memo - signed.pdf

Hi Katie,

We just received this request from ITS to add a non-voting ITS position to AS&SS.

I think this needs to be a separate referral from the software referral, as it would require a bylaws change for AS&SS, whereas the software referral might or might not result in a bylaws change, depending on which body AS&SS feels is most appropriate for ITS to consult on academic software.

Please add it to the EC agenda as a new discussion item titled “Request from ITS to be added to AS&SS”.

Thanks,
Melissa

From: Christopher Diniz <cdiniz@csb.edu>
Date: Thursday, November 6, 2025 at 12:05 PM
To: Melissa Danforth <mdanforth@csb.edu>
Cc: Ydalia Lucio <ylucio2@csb.edu>, Leslie Kirstein <lkirstein@csb.edu>
Subject: Request for ex-officio, non-voting membership on AS&SS (memo attached)

Dear Dr. Danforth,

I am writing to share the attached memo requesting an appointment as an ex officio, non-voting member of the Academic Support and Student Services Committee (AS&SS). The intent is to formalize an ITS liaison to support the committee’s work, particularly the inventory of automated decision-making systems and the integration of technology into student success and support functions, while preserving the committee’s independent governance role.

If you are amenable, please advise on the next steps. I am happy to attend a meeting to answer any questions.

I appreciate your consideration.

-Chris

Christopher Diniz, MBA
Associate Vice President &
Chief Information Officer
Information Technology Services
(661) 654-3431



TO: Dr. Melissa Danforth, Chair, Academic Senate
CC: Dr. Leslie Kirstein, Chair, Academic Support and Student Services Committee (AS&SS)
FROM: Christopher Diniz, MBA, AVP and CIO, Information Technology Services
DATE: November 6, 2025
RE: Request for Ex-Officio, Non-Voting Membership on the Academic Support and Student Services Committee

Dear Dr. Danforth,

I am writing to respectfully request consideration for appointment as an ex-officio, non-voting member of the Academic Support and Student Services Committee (AS&SS) on a standing basis.

Given the committee's recent and ongoing engagement with areas that closely intersect with Information Technology Services (ITS), including the inventory of automated decision-making systems, use of Canvas banner messaging, and the integration of technology in student success and support functions, I believe a formal liaison role would strengthen communication, transparency, and responsiveness between ITS and the Academic Senate.

My intent is not to influence deliberations or votes, but rather to serve as a resource to the committee by:

- Providing background or clarification on ITS systems and processes when questions arise.
- Offering a direct channel for faculty and staff to submit technology-related issues or concerns; and
- Collaborating on technology components that support student learning, accessibility, and communication.

This ex-officio participation would ensure timely coordination on matters where Senate policy intersects with campus technology infrastructure while preserving the committee's independent governance function.

I appreciate your consideration of this request and remain committed to strengthening collaboration between the Senate and Information Technology Services in support of CSUB's academic mission.

With appreciation,

A handwritten signature in black ink, appearing to be 'C. Diniz'.

Christopher Diniz, MBA
Associate Vice President and Chief Information Officer
Information Technology Services

Katherine Van Grinsven

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 faculty 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

California State University, Bakersfield

Student Affairs & Strategic Enrollment Management

9001 Stockdale Hwy, Mail Stop: 56 SU

Bakersfield, CA 93311

<https://www.csub.edu/asi>

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 Lingered 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