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# Memorandum

Memo To: Librarians  
From: Rod Hersberger *RH*  
Subject: Attached Memo  
Date: 5 January 1988

I received the attached memo from Fred Dorer today which gives a rundown on a number of campus projects, initiatives and activities. Although the Library is only on the fringe of many of these things, the list gives you a good overview of current activities. If you have any questions about any of these items, please let me know.



*N. Harsberger*

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Office of the Vice President  
for Academic Affairs

**MEMORANDUM**

**R E C E I V E D**  
Director of Libraries

JAN 5 1988

DATE : January 4, 1988

**CALIF. STATE COLLEGE  
BAKERSFIELD**

TO : Members, Council of Deans (CAD)  
Duane Blume, Chair, Academic Senate  
Solomon Iyasere, Director of  
Affirmative Action

FROM : Fred Dorer *Jan*

SUBJECT : Tasks for the Remainder of the 1987/88 Academic Year

Allow me to review with you the various tasks we have initiated which will require significant progress or completion during the remainder of the year. By doing this review I want to accomplish several things. One is simply to set some clear direction for us as we move through the winter and spring quarters. Second, we need to clearly focus the attention of the CAD and the Senate as appropriate. Third, I feel it important we understand where we are with critical initiatives before assuming we can effectively manage new tasks.

- A. Faculty Recruiting. We are at present seeking candidates to fill 28-29 permanent positions, plus an additional number of temporary full-time appointments. Not only the magnitude of the undertaking is significant, but a number of these appointments are critical for program development and University growth. At least sixteen departments are directly involved in recruiting new permanent faculty.
- B. Recruiting of Permanent Deans. We are recruiting two permanent deans - Education and Business and Public Administration.
- C. Recruiting an Associate Dean of Graduate Studies and Research. We are attempting to fill a position with a person who can function as a half-time Associate Dean in Graduate Studies and Research and also fill a half-time appointment as a faculty member in an area which would benefit from an appointment of a more experienced individual.

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All of these searches are in various stages of progress, including the additional searches for full-time temporary faculty. We have made good progress toward integrating the Director of Affirmative Action into the process. Moreover, there is broader understanding of how to recruit affirmative action candidates. The period during March - May will likely be quite busy because of a large number of campus interviews.

- D. Housing Faculty and Classes During 1988/89. By mid-January we should know the fate of our request for additional space. During February-March, we will work out how all of our faculty and additional staff will be housed next year. I will assign the line deans the task of developing the plan for housing faculty, staff, and classes.
- E. Instructional Television. Before the end of this academic year, we will need to identify specific faculty who will develop and present the initial set of courses to be offered over ITV. The school deans are critical in this process. The University ITV Advisory Committee which will address policy and programming issues has been identified, but the group has not yet met.
- F. Civic Service Internships. By spring, the Task Force will have to present the University with a plan for implementation. The membership has just been identified, but it will not be until mid-January before they will have an actual meeting. Their recommendations will be reviewed by the Senate at some point.
- G. Assessment of Teacher Education Candidates. We are required to have in place by Fall, 1988 a more extensive scheme for subject matter assessment of students desiring to enter the multiple and single subject credential programs. This issue is currently being addressed by the Teacher Education Advisory Committee and the School of Education. Draft plans are currently being reviewed by the faculty.
- H. Academic Computing. Because of the change in the nature of funding of mainframe computing that will occur for this campus by 1991/92, we are required to

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develop long-range plans for acquisition and implementation of a new instructional computing environment post 1991/92. The process has been initiated by asking the Academic Computing Advisory Committee, chaired by Marc Thomas, to work with the Director of the Computer Center to draft a plan. The plan will be reviewed by the Council of Deans. Several members of the committee recently visited Tom West and his staff at SWRL to learn more about Systemwide perspectives in regard to planning for instructional computing.

- I. Educational Equity. The Educational Equity Advisory Committee, school deans, and Student Affairs staff will need to continue their follow-up on initiatives and plans developed during the past year and this recent fall. More extensive follow-through is required for some recommendations; more study has been requested in other cases. Hopefully, we will have clearer insight about the progress and effectiveness in some areas by late spring (faculty mentoring, learning center service, faculty seminars, ombudsman, effective student communication, etc.).
- J. Community College Articulation. We will need to complete the extensive program articulation with the community colleges. This will take effort on the part of the deans and some faculty to complete the detailed disciplinary articulation we feel of greatest benefit to students. The goal is to provide Bakersfield College sufficiently detailed information such that they can develop a complete articulation manual for students who begin their studies at BC and plan to complete degrees at CSB.
- K. Engineering Articulation. We will need to work through with faculty and the engineering dean from SLO the detailed program articulation for students who initiate their engineering studies at CSB and desire to complete their degrees at SLO. The effort will involve Jim George, Manuel Esteban, and faculty in our sciences and mathematics programs.
- L. AACSB Accreditation. The visiting team will be on campus during January. The heavy load of responsibilities from our end should be completed during the Winter Quarter, provided all goes well with the review.

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- M. Faculty Research and Program Development. Two additional initiatives were taken this year that are designed to help provide for greater support for faculty research and development, and academic program development. We presented the Senate with a policy for the use of assigned time. That policy is currently being given extensive discussion in Senate committees and it should come to the Senate floor by mid-Winter Quarter. Second, we set aside lottery funds for equipment to support matching requests for equipment monies. That initiative to date is having some success. We need greater effort in this area.
- N. Intercollegiate Athletics. The Intercollegiate Athletic Advisory Committee has developed the proposed Five Year Plan for Intercollegiate Athletics. If this is to be a University plan, it will likely need broader discussion -- particularly with the Academic Senate. The committee will need to be brought up-to-date regarding their responsibilities and role in meeting NCAA and CSU requirements regarding budget review, advisory role, etc. Moreover, we will soon need to address how we can best accommodate an additional team sport for women.
- O. Library Plan. We will need to come to closure on the general justification and outline for our proposed new Information Resources Center (or whatever it will eventually be called). Wrapped into that will be some recommendations regarding how we propose to use the existing facility once it is vacated.
- P. Pacific Rim Issues. We presently have a variety of faculty engaged in committee assignments who are following up on recommendations provided by the CSB Task Force on the Pacific Rim. The campus, through Professor Fabian Fang, received an API Planning Grant and they have had discussions with CSU Fresno on the topic of mutual cooperation. SLO is next on their agenda. This is quite an elaborate effort on the part of our people.
- Q. California Articulation Number System (CAN). We are being required by the CSU to effectively participate in CAN. This will take some effort on the part of Jim George, the school deans and some faculty.

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R. Proposed Intersegmental Transfer Curriculum. The Academic Senate will need to give serious thought to the impact on our General Education curriculum which would result from implementation of the proposed transfer curriculum. We need to clearly understand the nature of the proposed curriculum and the consequences for CSB if it is implemented.

S. Applied Public Policy Studies and Areas Related to Preparing Students for Careers in Public Service. We initiated discussions about how we can make more prominent at CSB curriculum and research activities related to public service. It would be helpful if we were able to be clearer about the viability for collaborative work through the formation of a center or other possible association that would facilitate collaborative work in supporting curriculum and externally funded research activities in this important area.

I have tried to include a summary of only the items that might be considered outside of the normal day-to-day operations. I have not developed background for on-going operations such as the more routine committee assignments, RPT, 1988/89 budget development, Academic Master Plan development, review of administrators, etc. I hope the above is helpful to you in gaining an overview of activities in Academic Affairs. We have a lot, perhaps even too much, on our plates right now and my reviewing these various tasks with the CAD and the Senate Executive Committee might be helpful. You will note that several of these issues are part of CSU systemwide or legislative initiatives.

FD/baj

cc: President Arciniega  
Cabinet Members  
Clarke Sanford  
Dan Taylor