

SCHOOL OF BUSINESS AND PUBLIC ADMINISTRATION
ASSESSMENT REVIEW AND CURRICULUM COMMITTEE
BY-LAWS

Preamble

The faculty of the School of Business and Public Administration at California State University, Bakersfield --- as defined by union contract and CSUB policy---is strongly committed to fulfilling its mission and goals through a coordinated and continuous improvement process in a shared governance environment. The faculty members of the School are responsible for curricular and degree program management, assessment of learning, assurance of teaching and other academic activities.

I. Charge

To oversee development and implementation of the undergraduate and graduate degree programs and curricula for the School of Business and Public Administration.

To serve as the coordinating and advising body to the various School Departments and programs regarding the assessment of learning and continuous improvement of the curricula for the School of Business and Public Administration.

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serve a maximum of two consecutive terms. Department elections are to be held to ensure members are in place before the beginning of each Academic Year.

2. Only full-time faculty members are eligible to serve on the Committee. If a faculty member has responsibilities in more than one Department, they are eligible to be elected through either, but not concurrently.

3. The elected Committee members will meet and elect a Chair and Vice-Chair by a simple majority vote at the start of the Academic Year. The Chair and Vice-Chair will serve a one-year term. A member may not serve as Chair for more than two terms during a four-year period.

4. The Chair will be responsible for developing the schedule of meetings, setting the meeting agendas, ensuring that minutes of the meetings are drafted, and facilitating the meetings. The Vice-Chair will act in the absence of the Chair. The Chair will be responsible for providing a su -0.004 Tw 0.00o (i)6 -1.15 T4o1u (s)Tj312 (heo

3. Procedures needed to implement the above charges may be developed and approved by the Committee.
4. The Committee shall provide the BPA Dean's Office with records of all Committee actions.
5. All decisions are made by majority vote (50% +1) of all eligible voting members present at the Committee meeting.
6. The minimum number of voting members who must be present at a properly called meeting is (50% +1) to establish a quorum.
7. The By-Laws may be amended by a majority vote of the faculty.

Adopted 4/22/2014

Amended 1/8/2016

Amended 9/27/2018

Amended 1/28/2022