

BOP See University Board on Promotion

BORT See University Board on Retention and Tenure

BAGLEY-KEENE OPEN MEETING ACT This is the open meeting law that applies to state agencies including the California State University. It can be found as *Government Code* Section 11120 et seq. The law pertains only to governing boards and does not apply to faculty meetings.

Reference: [Government Code
http://www.leginfo.ca.gov/calaw.html](http://www.leginfo.ca.gov/calaw.html)

BANK DEPOSITS See Direct Deposit

BAXTER, NORMAN Dr. Norman A. Baxter was the university's fifth President serving from July 1, 1970 to December 31, 1979. Prior to serving as University President, Dr. Baxter had been the Vice President for Academic Affairs from 1969 to 1970.

BEIDEN FIELD Located on the NW corner of Cedar Avenue and Bulldog Lane just west of the main campus, Beiden Field is a premier collegiate baseball facility. The stadium with a seating capacity of 4575 seats has been the scene of many NCAA Baseball regional competitions. The field is named to honor Pete Beiden. Pete Beiden was the baseball coach from 1948-69.

BENEFITS Full time faculty members are entitled to a wide range of benefit programs. Currently, these include:

1. A choice of health plans
2. A choice of dental plans
3. A vision care plan
4. A life insurance policy
5. An accidental death or dismemberment policy
6. A long-term disability plan

For details on the specifics of each plan and any employee contributions related to the above, faculty members should contact the Benefits Office (8-2155) directly. Voluntary plans for a wide range of insurance needs are also available through this office.

To receive benefits, eligible faculty must enroll for benefits within sixty days of the appointment or during an open enrollment period. Part time faculty members should contact the Benefits Office (8-2155) with regard to eligibility for various benefits.

Reference: [CBA Article 32 Benefits
http://www.calstate.edu/LaborRel/Contracts_HTML/CFA_CONTRACT/article32.shtml](http://www.calstate.edu/LaborRel/Contracts_HTML/CFA_CONTRACT/article32.shtml)

BENEFITS OFFICE (8-2155) Located in the Joyal Administration Building, this office serves all university employees by administering and coordinating a comprehensive benefits program. Services address health, dental, vision and life insurance programs; voluntary insurance programs; non-industrial disability program; tax shelter annuity programs; and the retirement program. This office is only authorized to answer informational questions. This office may not make recommendations regarding the choice of options under any plan.

Reference: [Benefits Office
http://www.csufresno.edu/humres/Benefits/MainPG.Employee.Benefits.htm](http://www.csufresno.edu/humres/Benefits/MainPG.Employee.Benefits.htm)

BEREAVEMENT LEAVE When there is a death of an immediate family member, a faculty member may receive two (2) administrative days off with pay. If the faculty member is required to travel over five hundred miles, a faculty member may receive three (3) administrative days with pay. Additionally, the President may authorize up to five days of accrued sick leave credits for each death.

The term "immediate family" refers to the employee's spouse or domestic partner, parent, grandparent, grandchild, son, son-in-law, daughter, daughter-in-law, brother, sister, uncle, aunt, stepchild or stepparent of the employee, spouse or domestic partner, and close relative or persons residing in the immediate household of the employee (except domestic employees or roomers). Also included in this definition are any minor children or incapacitated individuals for whom the employee has primary responsibility or legal guardianship or conservatorship.

Reference: [CBA Article 23 Leaves of Absence with Pay
http://www.calstate.edu/LaborRel/Contracts_HTML/CFA_CONTRACT/article23.shtml](http://www.calstate.edu/LaborRel/Contracts_HTML/CFA_CONTRACT/article23.shtml)

BEVERAGES, ALCOHOLIC See Alcoholic Beverages

BLOOD BANK A blood bank for all university employees and their family members is maintained with the Central California Blood Bank. Blood drives are held semiannually on campus to insure adequate reserves, and blood or cash donations may be made directly to the blood bank. Employees need not have contributed blood to apply for withdrawal credits. If an employee or a member of an employee's family needs blood, the Human Resources Office (8-2364) needs to be contacted for withdrawal information.

BLUE RIBBON COMMITTEE See Teacher Scholar Blue Ribbon Committee, Report on

BOARD ON PROMOTION See University Board on Promotion

BOARD ON RETENTION AND TENURE See University Board on Retention and Tenure

BOMB SCARE If a university employee receives a telephone bomb scare, the exact wording of the warning should be written down and the Campus Security (Ext. 911) should be notified immediately. Bomb scare information should be given directly to the dispatcher at **Extension 911** to prevent delay in evacuation and search.

In case of evacuation of a building, all students, visitors, and employees should walk to the nearest exit and move at least **300 feet**, from the building. Everyone must remain outside the building until the "all-clear" is sounded [two blasts by the dispatcher].

(a) An alert or evacuation will be sounded by Klaxon-type horns, activated simultaneously in all campus buildings.

(b) All students, visitors, employees or other occupants of the building should walk to the nearest exit and move at least **300 feet** from the building. Instructions for campus evacuations will then be given by loudspeaker.

Reference: [Emergency Procedures Online Manual](http://www.csufresno.edu/police/emergency.htm)
<http://www.csufresno.edu/police/emergency.htm>

BOOK ORDERS See Kennel Bookstore

BOOKSTORE See Kennel Bookstore

BROWN ACT The Ralph M. Brown Act, Government Code Section 54950 et seq., governs the meetings of district boards and local agencies. It does **not** apply to the California State University. The Bagley-Keene Open Meetings Act applies to the governing boards of state agencies including the California State University.

Reference: [Government Code](http://www.leginfo.ca.gov/calaw.html)
<http://www.leginfo.ca.gov/calaw.html>

See Also: Bagley-Keene Open Meetings Act

BUDGET, UNIVERSITY The total expenditure budget for the university is derived from several funding sources including the State General Fund allocation, revenues (fees and tuition), and reimbursements. The university receives other funds. These include allocations to Special Revenue Funds (Lottery Education Fund) and revenues earned by Enterprise Funds (Parking Revenue Funds and Continuing Education Revenue Fund); and the revenues generated by the university auxiliary organizations. The State General Fund is the predominant source for financing university operations.

BUDGET BOOK Since 1996/97, the University Budget Office has published the *Budget Book* that details university expenditures, including salaries. Copies of the *Budget Book* are available in the department offices.

Reference: [Budget Book](http://www.csufresno.edu/BudgetOffice/budget_books.htm)
http://www.csufresno.edu/BudgetOffice/budget_books.htm

BUDGET COMMITTEE, UNIVERSITY See University Budget Committee

BUDGET OFFICE See University Budget Office

BUILDINGS AND GROUNDS, USE OF A President's Directive was issued in January 1982 regarding the use of buildings and grounds. Included in the directive were provisions that prohibit:

(1) the conduct of commercial transactions on campus, except under special circumstances when such activity has been authorized in advance by the Vice President for Administration;

- (2) commercial solicitation (including the selling of published materials) on campus without the express and prior approval of the Student Programs Office;
- (3) advertising and the distribution of handbills and circulars on campus, without express permission from the Student Programs Office.

The President's Directive should serve as a guide to anyone who has questions regarding selling, advertising, or the conduct of any other form of commercial activity on campus. A copy of the directive may be obtained from the following offices:

Vice President for Administration
Vice President for Student Affairs and Dean of Student Affairs
Student Life and Development
University Police Department
University Student Union.

Reference: [Policy on the Use of University Buildings and Grounds](http://www.csufresno.edu/aps/apm/645.pdf)
<http://www.csufresno.edu/aps/apm/645.pdf>

BUILDINGS, NAMING OF The Board of Trustees retains authority for naming all CSU facilities and properties.

Reference: [Policy and Procedures for Naming of Facilities and Properties on Campus](http://www.csufresno.edu/aps/apm/643.pdf)
<http://www.csufresno.edu/aps/apm/643.pdf>

BULLDOG FOUNDATION Created in 1933, the Bulldog Foundation was established to assist university athletic programs. Originally known as the "600 Club", the Bulldog Foundation was incorporated in 1950 as a non-profit fund raising organization.

Annually, the foundation raises pledges approximating \$6.2 million. Since 1972, the foundation has raised nearly \$35 million for scholarships, recruiting, and other special Athletic Department requests.

A 70 member Board of Trustees governs the foundation, with eight scheduled meetings a year. Four members of the university staff are board members.

Reference: [Bulldog Foundation](http://gobulldogs.ocsn.com/boosters/fres-boosters.html)
<http://gobulldogs.ocsn.com/boosters/fres-boosters.html>

BULLDOG DIAMOND Located on the SE corner of Cedar and Barstow Avenues, this 5467 seat stadium for women's softball is the finest stadium of its kind in the United States. It has been the site for NCAA regional competitions. In 1998, the women's softball team won the NCAA Division I National Championship.

BULLDOG STADIUM Located west of the campus, Bulldog Stadium is the home of Bulldog football and soccer. The stadium currently seats 41,200 fans for university athletic events. The playing field is named Sweeny Field after longtime (1976-78, 1981-96) football coach, Jim Sweeny.

BULLETINBOARD@LISTSERV An electronic email bulletin board that provides numerous campus announcements and information. Faculty members are encouraged to subscribe at bulletinboard@listserv.csufresno.edu

BULLETIN BOARDS Only established bulletin boards may be used for posters, notices and other announcements. Faculty members are responsible for the material placed on personal bulletin boards, which are located outside their offices. **Restricted bulletin boards** are assigned for use by employee organizations, departments and schools and are designated by a sign. General bulletin boards are for the use of students, faculty, campus organizations, and collective bargaining representatives. Information may be obtained from the Student Programs Office.

In most buildings, there is a bulletin board designated by Academic Personnel Services and Human Resources for employee organizations. These are designated for the exclusive use of the recognized employee organizations. Except for material posted by collective bargaining representatives, the Student Programs Office must approve posted materials.

BUREAUS See Ancillary Units

BUSINESS ACTIVITY, UNIVERSITY See Business Income, Unrelated

BUSINESS CARDS Upon request, the university will provide faculty members with business cards bearing the seal of the university. The cards have a standard format. The Vice President for Administration must approve any variations in the format of business cards **prior** to being printed. Usually, a mockup of the proposed card is prepared by Instructional Technology Services.

Any business cards not printed by the university must be paid for by the individual and may not bear the seal of the university.

Reference: [Policy on the Use of the University's Name/Seal/Logo](http://www.csufresno.edu/aps/apm/635.pdf)
<http://www.csufresno.edu/aps/apm/635.pdf>

[Policy on Official Campus Stationery and Business Cards](http://www.csufresno.edu/aps/apm/640.pdf)
<http://www.csufresno.edu/aps/apm/640.pdf>

BUSINESS INCOME, UNRELATED It is the policy of California State University Fresno to engage in educational business activities (i.e. provision of goods, services, and facilities) only when they are related to instructional, research, campus support, and/or public service missions and when such activities meet the needs of its students, alumni, faculty, staff, members of recognized university support groups, and members of the general public participating in university events or programs. All such educational business activities shall only be conducted as authorized by the President or designee.

Reference: [Policy on Unrelated Business Income](http://www.csufresno.edu/aps/apm/608.pdf)
<http://www.csufresno.edu/aps/apm/608.pdf>

BUSINESS, SCHOOL OF See Craig School of Business