PLEASE KEEP THIS AGENDA FOR
MAY 29 AND JUNE 5 MEETINGS

CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, California 93407
ACADEMIC SENATE
805.756.1258

Agenda
ACADEMIC SENATE
Tuesday, May 29 and June 5, 2001
UU220, 3:00 to 5:00pm

I. Minutes: none.

II. Communications and Announcements:

III. Reports:
A. Academic Senate Chair:
B. President’s Office: President Baker will be in attendance for Senate discussion.
C. Provost’s Office:
D. Statewide Senators:
E. CFA Campus President:
F. ASI Representatives:
G. Other:
   1. Instructional Advising Committee on Computing Grimes, Chair of the IACC: (pp. 2-3).
   2. Campus Fees: Abome, ASI President.

IV. Consent Agenda:

V. Business Item(s):
A. Resolution on Energy Efficiency and Sustainable Design and Construction Principles for Cal Poly Buildings, Landscape, and Infrastructure: Lucas, CAED caucus chair, first reading (pp. 4-7).
B. Resolution Concerning Class Size: Stowe, academic senator, first reading (pp. 8-9).
C. Resolution on the Environment: Apfelberg, Greenwald, and Wolf, first reading (pp. 10-11).
D. Resolution on University Code of Product Labor Principles and Standards: Apfelberg, Greenwald, and Wolf, first reading (pp. 12-17).
E. Resolution on RTP Criteria and Retention of New Faculty: Hood, Academic Senate Chair, first reading (p. 18).

VI. Discussion Item(s):

VII. Adjournment:
### Significant Activities of 2000 – 2001 Academic Year

(The agendas and minutes for all meetings are at the URL below.)

<table>
<thead>
<tr>
<th>Activity</th>
<th>Status</th>
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<tbody>
<tr>
<td>Announced special events, seminars, and other activities related to technology that were available to the campus community. Some of this was handled via email.</td>
<td>Regular action item</td>
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<tr>
<td>Responsible Use Policy Approved and Implemented.</td>
<td>Complete</td>
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<tr>
<td>Network Bandwidth was discussed and recommendations were made regarding bandwidth allocations on various network links on the campus.</td>
<td>Complete</td>
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<tr>
<td>Recommended a policy for fee-based printing.</td>
<td>Complete</td>
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<tr>
<td>Provided a recommendation for expenditure of $276,000 lottery funds. This recommendation was implemented with some adjustments.</td>
<td>Complete</td>
</tr>
<tr>
<td>Recommended CBT Courses to be available at Cal Poly – It is anticipated that this program will not be funded by Chancellor's Office past this calendar year.</td>
<td>Complete</td>
</tr>
<tr>
<td>Faculty Workstation Program Adjustments recommended and implemented.</td>
<td>Complete</td>
</tr>
<tr>
<td>Discussed the possibility of developing a pool of students who are certified to assist campus units with technology support requirements.</td>
<td>Postponed</td>
</tr>
<tr>
<td>Process for refreshing ITS Open Access Labs and College Labs and the relationship of campus Labs to student access.</td>
<td>Under Discussion</td>
</tr>
<tr>
<td>Working with the Academic Senate Curriculum Committee to develop a Policy for Technology Mediated Instruction.</td>
<td>Under Discussion</td>
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<tr>
<td>Storage (Email quota increase and other alternatives). We are attempting to determine the best method for exchanging information.</td>
<td>Under Discussion</td>
</tr>
<tr>
<td>Remote Access (Modem Pool, DSL, Cable Modem, etc). We are addressing the question, what is the support needed in this area?</td>
<td>Under Discussion</td>
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<tr>
<td>Review of the ongoing implementation of CMS.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Information Competency – Relationship of Information Competency Committee to IACC and Information Competency issues were discussed.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Discussed the possibility of a Technology Park at Cal Poly.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Discussed Degree Audit Program and implementation process and provided input.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Recommendations regarding the Cal Poly Portal. Preliminary recommendations expected by the end of the academic year.</td>
<td>Just Started</td>
</tr>
<tr>
<td>One year and three year planning recommendations.</td>
<td>To be completed by 6/8/01</td>
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</table>

*Want to thank Harvey Greenwald for providing an excellent liaison between the Academic Senate and the IACC.*
### Historical Information*  

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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</thead>
<tbody>
<tr>
<td>Winter Qtr 2000</td>
<td>Discussion group started.</td>
</tr>
<tr>
<td>Spring Qtr 2000</td>
<td>Working Group appointed. This group is composed primarily of people who have been involved in faculty and/or staff development in the past. Membership includes Paul Adalian, Denise Campbell, Bob Clover, David Conn, Bud Evans, Joe Grimes, John Harrington, Pat Harris, Steve Kaminaka, Linda Halisky, Don Mass, and Paul Zingg.</td>
</tr>
<tr>
<td>September 1, 2000</td>
<td>Joe Grimes was appointed as Special Assistant to the Provost for Faculty/Staff Development and Relations with Industry.</td>
</tr>
<tr>
<td>November 16, 2000</td>
<td>Centennial Celebration. Preliminary discussion regarding the future of faculty/staff development.</td>
</tr>
<tr>
<td>December, 2000</td>
<td>Submitted a proposal for a PEW grant in the “The Pew Grant Program in Course Redesign.”</td>
</tr>
<tr>
<td>January, 2001</td>
<td>Linda Halisky and Debora Schwartz appointed to provide Faculty/Staff development leadership. Linda Halisky is providing general leadership. Debora Schwartz is providing faculty/staff development leadership related to new faculty requirements (Debora has done this on an ad hoc basis for several years without compensation.).</td>
</tr>
<tr>
<td>April 27, 28, 2001</td>
<td>Cosponsored an Assessment workshop with CSU, Cal Poly, Bakersfield State, Fresno State, Sacramento State and CSU Stanislaus at Fresno State.</td>
</tr>
<tr>
<td>April 30, 2001</td>
<td>State, and Hosted “Ethics Across the Curriculum” seminar. CSU, CAL Poly, Bakersfield State, Fresno CSU Stanislaus cosponsored this.</td>
</tr>
<tr>
<td>May, 8, 2001</td>
<td>First newsletter published and distributed.</td>
</tr>
<tr>
<td>May, 2001</td>
<td>Homepage for Faculty/Staff development available and being evolved. URL listed in footer below.</td>
</tr>
<tr>
<td>May, 2001</td>
<td>Faculty Forums to be held May 17 and May 31. The desired outcomes of these forums are recommendations regarding the future of faculty/staff Development and a process for providing future advice regarding faculty/staff development.</td>
</tr>
<tr>
<td>May, 2001</td>
<td>“Center for Teach and Learning” is the name established for this virtual and physical activity.</td>
</tr>
<tr>
<td>May, 2001</td>
<td>Physical Center opened and open house held.</td>
</tr>
<tr>
<td>June, 2001</td>
<td>Exploring possibility of a Grant/Research/Publication Writer for campus</td>
</tr>
<tr>
<td>June 24 - 27, 2001</td>
<td>Will host CSU Teacher Scholar Summer Institute.</td>
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</tbody>
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### Working Group Significant Activities of 2000 – 2001 Academic Year  

<table>
<thead>
<tr>
<th>Status</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>Complete</td>
<td>Mission statement developed.</td>
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<tr>
<td></td>
<td>Draft objectives for faculty/staff development defined.</td>
</tr>
<tr>
<td>Under Discussion</td>
<td>Service Learning and how it should be evolved.</td>
</tr>
<tr>
<td>Under Discussion</td>
<td>WINGED program and how it should be evolved.</td>
</tr>
<tr>
<td>Under Discussion</td>
<td>Faculty development program for new faculty.</td>
</tr>
<tr>
<td>Under Discussion</td>
<td>Discussed best path to prepare faculty/staff to enable them to provide best learning environment for future students.</td>
</tr>
</tbody>
</table>

*Working Group was involved in all of the activities that have occurred.*
WHEREAS, The recently completed master plan for the campus provides an opportunity for improving and sustaining long term campus environmental quality, but was concluded prior to the current understanding of the changing context of energy generation, transmission, and escalating costs of consumption within California; and

WHEREAS, The University, as to the Academic Senate Executive Committee, has tentatively doubled the amount budgeted in the next academic year for energy utilization costs; and

WHEREAS, Current code required standards for building construction are unlikely to adequately address these concerns in a timely fashion as they are trailing indicators of larger social conditions and reactions to markets; and

WHEREAS, Industry and government have referenced sustainable design standards which identify achievable design strategies and techniques to address environmental impacts of buildings, including: Governor Davis’ Executive Order D-16-00, U.S. Green Building Council’s Leadership in Energy and Environmental Design (LEEDs) Green Building Certification System; and

WHEREAS, Current passive and active architectural design and systems technology has been amply demonstrated as providing off grid, low energy and zero energy designs for heating, cooling, and lighting alternatives, especially when taking into account longer pay-back or life-cycle costing; and

WHEREAS, Current construction guidelines as approved by the California Department of Finance limit the campuses ability to apply life cycle cost practices in weighing design alternatives; and

WHEREAS, Budgets for capital improvements are separate from operation budgets that cover utility and maintenance costs; and
WHEREAS, The next series of proposed structures on campus, including teaching facilities for the Colleges of Engineering, Science and Mathematics, and Architecture and Environmental Design can demonstrate the core of knowledge and understanding as to the nature of energy, energy efficient design, our interaction with the environment and our construction and environmental control techniques; and

WHEREAS, The University budget must cover maintenance and operating costs as well as the costs of academic programs, these proposed new structures will have immediate and long term impact on financial resources over a time of mandated University growth; and

WHEREAS, The environments created by a building have pedagogical implications in terms of available technologies, comfort, and social interaction, and

WHEREAS, The demonstrated expertise for excellence in these design techniques and services is specialized and goes beyond current standard architectural practice; therefore be it

RESOLVED: That the Administration consider implementing and expanding energy design standards and criteria for natural light and ventilation, passive (non-motorized/mechanical) heating and cooling techniques, and water utilization techniques beyond those in place as default minimums from Federal, State, and/or Local mandates, and be it further

RESOLVED: That the Administration consult with on-campus faculty and staff expertise in identifying these techniques and criteria for the definition of these design thresholds, and be it further

RESOLVED: That the Administration initiate life cycle costing evaluations of all new building systems at a minimum of 40 years; and be it further

RESOLVED: That the Administration seek and obtain the services of design professionals with peer recognized and demonstrated excellence and expertise in these design techniques for energy conservation, sustainable architecture and building systems and in architectural design in general; and be it further

RESOLVED: That the Administration work with the Chancellor’s Office to change construction cost guidelines to include life cycles cost practices and funding.

Proposed by: Michael Lucas, CAED Caucus Chair
Date: May 14, 2001
WHEREAS, the widespread adoption of sustainable building principles would result in significant long-term benefits to the California environment, including reductions in smog generation, runoff of water pollutants to surface and groundwater sources, the demand for energy, water and sewage treatment services, and the fiscal and environmental impacts resulting from the expansion of these infrastructures; and

WHEREAS, it is critical that my Administration provide leadership to both the private and public sectors in the sustainable building arena;

NOW, THEREFORE, I, GRAY DAVIS, Governor of the State of California, by virtue of the power and authority vested in me by the Constitution and statutes of the State of California, do hereby establish a state sustainable building goal and issue this order to become effective immediately:

The sustainable building goal of my administration is to site, design, deconstruct, construct, renovate, operate, and maintain state buildings that are models of energy, water, and materials efficiency, while providing healthy, productive and comfortable indoor environments and long-term benefits to Californians.

The Secretary for State and Consumer Services (hereinafter referred to as "the Secretary") shall facilitate the incorporation of sustainable building practices into planning, operations, policymaking, and regulatory functions of State agencies. The objectives are to implement the sustainable building goal in a cost effective manner, while considering limitations, identifying economic and environmental performance measures; determine cost savings; use extended life cycle costing; and adopt an integrated systems approach. Such an approach treats the entire building as a single system which recognizes that individual building features, such as lighting, windows, heating and cooling systems, or control systems, are not stand-alone systems.

In carrying out this assignment, the Secretary shall broadly consult with appropriate private sector individuals and public officials, including the Director of the Department of Finance, the Secretary of Business, Transportation, and Housing; the Secretary for Education; the Secretary for Environmental Protection; the Secretary of Health and Human Services; and the Secretary for Resources. The Secretary shall submit a report to the Governor within six months of the date of this order, containing a recommended strategy for incorporating sustainable building practices into development of State facilities including leased property.

Thereafter, on an annual basis, the Secretary shall report on the activities and on the efforts of all State entities under the Governor's jurisdiction to implement the Governor's sustainable building strategy. The Secretary shall devise a method for compiling such information and reporting it to the Governor and the Legislature.

All State entities under the Governor's jurisdiction shall cooperate fully with the Secretary and provide assistance and information as needed. The Regents of the University of California, Boards of Governors of Community College Districts, Trustees of the California State Universities, the State Legislature, and all Constitutional Officers are encouraged to comply with the Executive Order.

Nothing in this Order shall be construed to confer upon any state agency decision-making authority over substantive matters within another agency's jurisdiction, including any informational and public hearing requirements needed to make regulatory and permitting decisions.
LEED Version 2 Scoring Topics
U.S. Green Building Council
http://www.usgbc.org/

the site, process of construction and materials are seen as holistic
the act/process of construction is considered as well as the finished building and its operation

Innovation & Design Process (IDP)
Innovation in Design
LEED® Accredited Professional

Sustainable Sites (SS)
Erosion and Sedimentation Control
Site Selection
Urban Redevelopment
Brownfield Redevelopment
Alternative Transportation, Locate Near Public Transportation
Alternative Transportation, Bicycle Storage & Changing Rooms
Alternative Transportation, Alternative Fuel Refueling Stations
Alternative Transportation, Minimum or No New Parking
Reduced Site Disturbance, Protect or Restore Open Space
Reduced Site Disturbance, Reduce Footprint & Increase Open Space
Stormwater Management, No Net Increase or 25% Decrease
Stormwater Management, Treatment Systems
Landscape & Exterior Design to Reduce Heat Islands, Site Surfaces
Landscape & Exterior Design to Reduce Heat Islands, Roof Surfaces
Light Pollution Reduction

Water Efficiency (WE)
Water Efficient Landscaping, Reduce by 50%
Water Efficient Landscaping, Reduce Additional 50% or No Irrigation
Innovative Wastewater Technologies
Water Use Reduction, 20% Reduction
Water Use Reduction, Additional 10% Reduction

Energy and Atmosphere (EA)
Fundamental Building Systems Commissioning
Minimum Energy Performance
CFC Reduction in HVAC&R Equipment
Optimize Energy Performance, 20% New 12% Existing
Optimize Energy Performance, 30% New 23% Existing
Optimize Energy Performance, 40% New 35% Existing
Optimize Energy Performance, 50% New 40% Existing
Optimize Energy Performance, 60% New 50% Existing
Renewable Energy, 5%
Renewable Energy, 10%
Renewable Energy, 20%
Additional Commissioning
Elimination of CFCs and Halons
Measurement and Verification
Green Power

LEED Version 2 Scoring Topics p.2
Materials and Resources (MR)
Storage & Collection of Recyclables
Building Reuse, Maintain 75% of Existing Shell
Building Reuse, Maintain Additional 25% of Shell
Building Reuse, Maintain 100% Shell & 50% Non-Shell
Construction Waste Management, Salvage or Recycle 50%
Construction Waste Management, Salvage Additional 25%
Resource Reuse, Specify 9%
Resource Reuse, Specify 10%
Recycled Content, Specify 20%
Recycled Content, Specify 50%
Local/Regional Materials, 20% Manufactured Locally
Local/Regional Materials, of 20% Above 50% Harvested Locally
Rapidly Renewable Materials
Certified Wood

Indoor Environmental Quality (IEQ)
Minimum IAQ Performance
Environmental Tobacco Smoke (ETS) Control
Carbon Dioxide (CO2) Monitoring
Increase Ventilation Effectiveness
Construction IAQ Management Plan, Prior
Construction IAQ Management Plan, During
Low-Emitting Materials, Adhesives
Low-Emitting Materials, Paints
Low-Emitting Materials, Carpet
Low-Emitting Materials, Composite Wood
Indoor Chemical and Pollutant Source Control
Controllability of Systems, Operable Window
Controllability of Systems, Individual Controls
Thermal Comfort, Comply with ASHRAE 55-1992
Thermal Comfort, Permanent Monitoring System
Daylight and Views, Diffuse Sunlight to 90%
Daylight and Views, Direct Line of Site to 90%

The tally points to 4 levels of “green” certification, with a minimum threshold for any certification.
WHEREAS, The inability of the University to accommodate student demand makes it impossible for many students to enroll in needed courses in a timely fashion, thus restricting their progress toward graduation; and

WHEREAS, Such delays in graduation are both unfair to the student and costly to the State; and

WHEREAS, It is the faculty’s responsibility to set and maintain appropriate academic standards, thereby providing the State with a quality University which endures temporary economic or political pressures to the contrary; and

WHEREAS, The University has accepted and approved AS-524-99/B&LRP, Resolution on Principles to Govern Enrollment Growth at Cal Poly; therefore, be it

RESOLVED: That the Academic Senate of Cal Poly, San Luis Obispo, requests the CSU Administration to restrict student admissions to no more than can be reasonably accommodated, and be it further, and be it further

RESOLVED: That the Academic Senate of Cal Poly, San Luis Obispo, requests the Cal Poly Administration to abide by the provisions of AS-524-99/B&LRP; and be it further

RESOLVED: That instructional faculty in all disciplines be reminded of their right and obligation to resist pressures for increases in class sizes, workloads, or other measures which in their judgment might compromise the academic integrity of their courses and programs; and be it further

RESOLVED: That those faculty teaching large sections shall be compensated fairly; and be it further

RESOLVED: That the University in consultation with the Academic Senate and the CFA shall establish standards and policy that would govern faculty who would be asked to teach large sections.

Proposed by: Keith Stowe, Academic Senate Senator
Date: May 14, 2001
ACADEMIC SENATE OF CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, CA 93407

AS-524-99/B&LRPC
RESOLUTION ON PRINCIPLES TO GOVERN ENROLLMENT GROWTH AT CAL POLY

Background: In concert with the current Cal Poly Master Plan Update, the Budget & Long Range Planning Committee of the Academic Senate was asked to review two documents from the past and to update them as needed to reflect today's concerns. The two documents that were reviewed were:
1. Academic Senate resolution AS-279-88/LRPC, Resolution on Enrollment Growth to 15,000 FTE and Beyond, adopted: March 8, 1988; and
2. Demographic Factors Affecting Cal Poly Enrollment, dated February 8, 1988. The Committee felt that most of the text of the original documents was still relevant and elected to re-emphasize what it felt to be some important basic principles that should be considered whenever enrollment growth is discussed.

WHEREAS Cal Poly is engaged in a major update of its Campus Master Plan; and

WHEREAS Enrollment growth will have significant impacts upon academic quality, facilities utilization, and resource allocations; therefore be it

RESOLVED That the Academic Senate of Cal Poly endorse the following principles:
1. That enrollment growth at Cal Poly should not adversely affect academic quality.
2. That enrollment growth at Cal Poly should not adversely affect the academic progress of those students who were enrolled at the time of growth.
3. That enrollment growth at Cal Poly should be fully funded for any additional students admitted (either on this campus, at satellite facilities, or at programs taught through distance learning or other technological means).
4. That enrollment growth at Cal Poly should not occur until the facilities needed (including instructional facilities, housing, and parking) to support the additional students are in place.
5. That enrollment growth at Cal Poly should occur in planned phases to allow for analysis of the effect of this growth on the campus.
6. That enrollment growth at Cal Poly should reflect and maintain Cal Poly's role as a polytechnic university and the adopted mission statement of the University.
7. That enrollment growth at Cal Poly must be sensitive to Cal Poly's impact on its surrounding communities and environment.

Proposed by: Academic Senate Budget and Long Range Planning Committee
Date: April 21, 1999
Revised: May 20, 1999
Revised May 25, 1999
Adopted:

ACADEMIC SENATE
Of
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, California

AS-01/
RESOLUTION ON
THE ENVIRONMENT

Background: Several recent activities have stressed the need for a commitment to a sustainable environment at Cal Poly. During the 1998-99 academic year, the Provost's forum focused on pursuing an environmental vision for Cal Poly. More recently, the WASC Facilities Subcommittee addressed environmental considerations for facilities design. Finally, the recently approved Master Plan emphasized a strong commitment to the environment. Many of the recommendations listed below are taken from these documents.

With the current energy crisis, Cal Poly will be challenged as never before to commit to environmental policies that conserve energy and resources.

WHEREAS, Cal Poly is committed to the principles of fair trade; and

WHEREAS, Cal Poly has a history of commitment to the preservation of the environment; and

WHEREAS, The limited natural resources of the planet require a wise and careful usage of these resources; and

WHEREAS, As a teaching institution, it is important for Cal Poly to model a behavior toward the environment that is consistent with that taught in many classes; and

WHEREAS, Past and present energy crises, droughts, and other resource challenges require a policy that conserves energy and resources; and

WHEREAS, Executive Order D-16-00 establishes the goal for state facilities to "... site, design, deconstruct, construct, renovate, operate, and maintain state buildings that are models of energy, water, and materials efficiency; while providing healthy, productive, and comfortable indoor environments and long-term benefits to California."; therefore be it

RESOLVED: That Cal Poly place a high priority on the preservation and enhancement of the environment; and be it further

RESOLVED: That a University Environmental Committee be established with a charge that includes:

- Working with the Energy and Utilities Manager and departments under the Vice President for Administration and Finance to promote policies and activities that support a sustainable environment and educate the campus community
- Coordinating activities with other University committees that have environmental responsibilities
RESOLVED: That a procurement policy be established that includes:

- To the extent possible, Cal Poly shall purchase goods and services that are produced using environmentally sustainable practices
- To the extent possible, Cal Poly shall purchase energy consuming devices that are US Environmental Protection Agency “Energy Star” rated or are the most resource efficient devices based on life-cycle costing analysis
- Contractors shall be required to salvage material to the highest extent possible and practical

RESOLVED: That the design of new facilities shall be consistent with:

- Environmental sustainability shall be considered for any construction project
- Projects shall be designed for long-term energy efficiency
- The design shall consider life-cycle costs for building maintenance and operations
- The design shall consider circulation patterns and the project’s contribution to sustainable transportation
- The design shall strive to achieve healthy, productive, and comfortable indoor and outdoor environments

RESOLVED: That Cal Poly shall strive to recycle materials to the highest extent possible and practical: and be it further

RESOLVED: That Cal Poly shall strive to conserve energy and materials. In particular, Cal Poly shall reduce the amount of paper used by limiting paper distributions to a single copy per department unless there exists a clear need for individual paper copies; and be it further

RESOLVED: That Cal Poly shall strive to use recycled material to the highest extent possible and practical. In particular, it shall be the policy of the University that post consumer paper shall be used unless there exists clear need for the use of non-recycled paper; and be it further

RESOLVED: That Cal Poly shall strive to utilize materials that have a high recycled value at the end of their usefulness where practical (such as white paper over colored paper or aluminum over steel), to increase the likelihood that the material can and will be recycled.

Proposed by: Hank Apfelberg (Graphic Communication), Harvey Greenwald (Mathematics), and Bob Wolf (Mathematics)

Date: May 16, 2001
Background: In the spring of 2000 the University approved the Code of Product Labor Principles and Business Standards. In doing so, the University committed to fundamental rights of all workers. In addition, the University, with goods in the marketplace bearing its name and symbols, set license product labor standards and internal practices that are consistent with the Product Labor Principles.

It is the purpose of this resolution to extend those product labor standards to other goods and services purchased by the University.

WHEREAS, Cal Poly is committed to the principles of fair trade; and

WHEREAS, the University has approved the Code of Product Labor Principles and Business Standards; and

WHEREAS, the implementation of these product labor standards has been applied to goods in the marketplace bearing its name and symbols; and

WHEREAS, the commitment to fundamental rights of all workers should apply to all goods and services purchased by the University; therefore be it

RESOLVED: That the University shall set license product labor standards and internal practices that are consistent with the Product Labor Principles for applicable goods and services purchased by the University; and be it further

RESOLVED: That the terms and conditions of applicable University supplier contracts shall include the requirement to abide by the provisions of the Code of Product Labor Principles and Business Standards.

Proposed by: Hank Apfelberg (Graphic Communication), Harvey Greenwald (Mathematics), Bob Wolf (Mathematics)

Date: May 14, 2001
Background: The abuse of basic worker rights in the apparel industry has been a continuing problem. These abuses include child labor, women labor, as well as forced labor. Health and safety issues have all too frequently been ignored.

At the national level, the United Students Against Sweatshops (USAS) was organized as an attempt to eliminate these abuses of basic worker rights in the apparel industry. Sit-ins and other confrontations between students and university officials have become increasingly common as students demand a change in university policies to end sweatshop manufacturing of university apparel.

The Cal Poly chapter of the USAS, Cal Poly Students Against Sweatshops, was organized with a similar intent to end sweatshop manufacturing of university apparel. Over the last several months the students in the Cal Poly Students Against Sweatshops have entered into a dialogue with the administration at Cal Poly with the goal of establishing a Code of Conduct concerning the manufacturing of university apparel.

The enclosed Code of Product Labor Principles and Business Standards is a joint effort of the Provost, the Cal Poly Students Against Sweatshops, and faculty members.

WHEREAS, The abuse of basic worker rights in the apparel industry throughout the world has been a continuing problem; and

WHEREAS, Cal Poly can and must be a part of the solution to this problem; and

WHEREAS, There are fundamental rights that workers everywhere should possess; and

WHEREAS, Cal Poly must ensure that the goods manufactured bearing its name and symbols be produced in a manner consistent with these fundamental rights; and

WHEREAS, The President, Warren Baker, and the Foundation Executive Director, Alfred Amaral, have signed the enclosed Code of Product Labor Principles and Business Standards; and,

therefore, be it

RESOLVED: That Cal Poly’s Academic Senate endorse the enclosed Code of Product Labor Principles and Business Standards, and, be it further
RESOLVED: That the Academic Senate commend the Cal Poly Students Against Sweatshops for their efforts in initiating and producing the excellent Code of Product Principles and Labor Standards; and be it further

RESOLVED: That the Academic Senate commend the Cal Poly administration and, in particular, Paul Zingg, for their efforts in producing and supporting the Code of Product Principles and Labor Standards.

Proposed by: Harvey Greenwald
Date: May 3, 2000
Revised: May 15, 2000
California Polytechnic State University

CODE OF PRODUCT LABOR PRINCIPLES AND BUSINESS STANDARDS

I. Purpose

This Code frames the policy within which the University will implement Executive Order No. 718, *Prohibition of Labor Abuse Among Contractors*, dated December 7, 1999, relating to licensed University goods. The Code also reaffirms a commitment to safe, healthful, and fair working conditions in keeping with its education mission.

II. Background

The abuse of basic worker rights in the apparel industry has stirred a national awareness of the need to hold accountable (to internationally recognized labor standards) those in the production process of emblematic goods.

There are several dimensions to this global issue, but the role of the University is basically two-fold:

First, to restate and commit to fundamental rights of all workers. The University can, within its mission, foster a fertile campus environment for a full and fair exposition of the issue, cultivate and network resources, and help to find solutions. To this end, the University adopts the *Product Labor Principles* stated in Section III.

Secondly, the University, with goods in the marketplace bearing its name and symbols, should set license product labor standards and internal practices that are consistent with the *Product Labor Principles*. The *Business Standards* are expressed in Section IV. *Internal Practices* are provided for in Section V.

III. Product Labor Principles

A. *Worker Respect*. The worker should be accorded respect and treated with dignity. Such treatment precludes forced or child labor, harassment or abuse, or discrimination.

B. *Workplace Condition*. The workplace should be a safe and healthy environment. Required work hours shall adhere to accepted business standards and conform to applicable law.

C. *Compensation*. Compensation for regular or overtime hours of work should be fair, at least that required by applicable law or prevailing in the industry (whichever is higher), including legally mandated benefits, and which constitutes a dignified living wage.

D. *Workforce Representation*. The workforce possesses the right to representation and freedom of association.
IV. Business Standards for Vendors and Licensees

All persons or entities (licensees or vendors) authorized to engage in the production process of goods bearing University names or symbols shall adhere to the following standards as a condition of such authorization:

A. General. Every Licensee and vendor shall conduct its business with honesty, integrity, trustworthiness, and respect for and value of its workers. Licensees and their contractors must, at a minimum, comply with applicable laws of the country in which the goods are made. Where such laws differ from, or conflict with, these Licensee standards, the higher standard applies.

Licensees, vendors, and their contractors must operate workplaces and ensure that their contractors operate workplaces whose workers are present voluntarily, are not at undue risk of physical or psychological harm, are fairly compensated, and are not exploited.

B. Specific Standards

Forced Labor. The use of prison, indentured, bond or other forms of forced labor shall not be permitted.

Child Labor. Workers shall be at least fifteen years of age (or fourteen where, consistent with ILO practices for developing countries, the law of the country in which the goods are produced allow such exception). Where the age for completing compulsory education is higher than the minimum employment age stated above, the higher age shall apply. Licensees shall cooperate with governmental, human rights, and non-governmental organizations, as determined by the University, to minimize the effect of children released from work because of this standard.

Women Labor. The following prohibitive standards apply to women workers: pregnancy tests are not a precondition for prospective or continued work; maternity leave shall not prejudice continued work (by dismissal or threat thereof), seniority, or wage or benefit loss; contraceptive use shall not be forced or pressured as a condition of work, prospective or continued; and exposure to hazards shall not endanger reproductive health or safety. Licensees or vendors and their contractors shall use their best efforts to reinstate workers who have taken maternity leave to the same or similar position or the same or comparable compensation.

Health and Safety. Licensees or vendors and their contractors shall provide a safe and healthy workplace. The minimum standard in this regard shall be applicable health and safety laws. Worker housing provided by an employer shall be safe and healthy.

Harassment or Abuse. No worker shall be subject to any physical, sexual, psychological or verbal harassment or abuse. Corporal punishment in any form shall not be tolerated. Worker efforts to freely associate or bargain collectively shall not result in harassment, intimidation or retaliation.

Nondiscrimination. No worker shall be subject to any discrimination in hiring, compensation, advancement, discipline, termination or retirement, on the basis of gender, race, religion, age, disability, sexual orientation, marital status, pregnancy, maternity leave status, nationality, political opinion, or social or ethnic origin.
Work Periods. Hourly and/or quota-based wage workers shall not be required to work more than the lesser of 48 hours per week or the limits on regular hours allowed by the law of the country in which the goods are made, and shall be entitled to at least one day off in every seven day period, as well as holidays and vacations. Overtime work shall be voluntary.

Right to Association and Representation. The right of workers to the freedom to associate and to thereby secure representation through collective bargaining by representatives of their choice shall be recognized and respected.

Compensation. Worker compensation (pay and benefits) constituting a dignified living wage, shall comply with applicable laws of the country in which the goods are made, provided such compensation is at least comparable to the prevailing compensation within the apparel industry of the country in which the goods are made, whichever is higher. Overtime compensation shall be in addition to regular work hours and paid at a premium rate that at least conforms to the domestic law.

Notification of Standards. Workers for licensees or vendors, and their contractors, shall be notified of these business standards on a fair, open and consistent basis.

Product Sources. Licensees and vendors of Cal Poly emblematic apparel shall provide the sources and locations where such goods are made.

V. Internal Practices

The University will develop and use written practices to implement this Code. Such practices shall be prudent and practicable, and include:

- Licensee assurance requirements;
- Full manufacturing-processes and plant location disclosures;
- Effective verification and monitoring methods; and
- Specific License Agreement terms and conditions

that further the above Standards.

The University is committed to the furtherance of the principles and business standards expressed in this Code and may associate with local, regional, national or international entities to this effect. The University will also provide an annual report to the campus on the execution of this code.

Warren J. Baker
President

Alfred W. Amaral
Foundation Executive Director

Date: Date:
ACADEMIC SENATE
of
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, California
AS- -01/MH

RESOLUTION ON RTP CRITERIA AND RETENTION
OF NEW FACULTY

WHEREAS, Over the last several years that there have been many changes in the demands
required of all faculty, particularly those who have been newly hired; and

WHEREAS, Among the new demands for some faculty are those requiring use of technology in
the delivering the curriculum, the proliferation of community service learning in
the curriculum and the involvement of faculty in various aspects of campus
assessment; and

WHEREAS, Many departments/programs have not updated their Retention, Tenure and
Promotion (RTP) criteria and procedures for many years; and

WHEREAS, An increasing number of new faculty are being hired because of enrollment
growth and to replace those faculty members who have retired; therefore, be it

RESOLVED: That the Academic Senate of Cal Poly recommend that all departments and
programs review and amend, where appropriate, their RTP criteria and procedures
to reflect any significant changes in the demands or duties required of their
faculty; and be it further

RESOLVED: That each department and dean make it explicitly clear to each tenure-track
faculty member what is to be required in order to be retained, tenured, and
promoted; and be it further

RESOLVED: That each department or program be encouraged to establish, if they have not
already done so, a program to mentor each of their new tenure-track faculty.

Proposed by: Myron Hood, Academic Senate Chair
Date: May 14, 2001