



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

MEETING OF THE ACADEMIC SENATE  
Tuesday, February 11, 2003  
UU220, 3:10 to 5:00pm

- I. Minutes: Approval of minutes for Academic Senate meeting of January 21, 2003 (pp. 2-3).
- II. Communication(s) and Announcement(s):
- III. Reports:
  - A. Academic Senate Chair:
  - B. President's Office:
  - C. Provost's Office:
  - D. Statewide Senators:
  - E. CFA Campus President:
  - F. ASI Representatives:
  - G. Other:
- IV. Consent Agenda:
- V. Business Item(s):
  - A. Presentation on ACR 73: Jacquelyn Kegley (Chair, Academic Senate CSU), Susan Meisenhelder (president, CFA), and Andrew Winnick (AVP for Academic Affairs, CSULA) will speak on ACR 73 - a state mandate from the legislature to increase the percentage of tenured/tenure-track faculty in the CSU over the next several years. All faculty are invited to attend this presentation.
  - B. Curriculum Proposal for Master of Public Policy (MPP): Hannings, chair of the Curriculum Committee, second reading, (pp. 4-6).
  - C. Resolution on Class Attendance (CAM 485.2): Breitenbach, chair of the Instruction Committee, second reading, (pp. 7-10).
- VI. Discussion Item(s):
- VII. Adjournment:

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**MINUTES OF**  
**The Academic Senate**  
**Tuesday, January 21, 2003**  
**VU220, 3:00 to 5:00 pm**

- I. Minutes: The minutes for the Senate Committee meetings of November 19 and December 3, 2002 were approved without change.
- II. Communications and Announcements:
- A. Memo from Vice Chancellor Spence on Academic Planning and Program Review - includes areas that affect of all our programs. Please review and pass on to your faculty or department chair.
- B. Draft report *Intellectual Property, Fair Use, and the Unbundling of Ownership Rights* is now available for viewing at: [http://www.calstate.edu/AcadSen/Intellectual\\_Property\\_111502.doc](http://www.calstate.edu/AcadSen/Intellectual_Property_111502.doc)  
NOTE: this report is 127 pages long.
- III. Reports:
- A. Academic Senate Chair: (Menon) a. The CSU budget outlook for 2003-2004 continues to be uncertain. The contingency funds in the 2002-2003 budget at the campus level will allow us to complete this academic year without too much disruption from the mid-year CSU cuts that were announced in December. The reports from the President's Office and the Provost will provide us with more details. b. The CSU Task Force on "Facilitating Student Success in Achieving the Baccalaureate Degree" issued its final report in December and copies have been sent to all campus presidents and senates, as an action item by Vice Chancellor David Spence with a request for campus plans that would meet the task force recommendations. The Trustees meeting of January 28-29, 2003 will also be considering the recommendations from this task force. The complete 45-page report can be downloaded from our Senate web site under documents via the hyperlink to the CSU web site stated below <http://www.calstate.edu/AcadAff/FacilitatingGraduation.pdf>. Here at Cal Poly the Student Success Council has already begun the work in a broader range of student success issues including graduation rates. c. Our Senate session on February 11, 2003 will be devoted to a special CSU presentation on "ACR73: A plan to increase the percentage of tenured and tenure-track faculty in the California State University" by a CSU team of presenters from the ACR73 Study Group (Jacquelyn Kegley - Chair, Statewide Academic Senate CSU, Susan Meisenhelder - President, California Faculty Association, and Andrew Winnick - Associate Vice President, Academic Affairs, CSU Los Angeles.
- B. President's Office: (Howard-Greene) there is great debate on the nature and magnitude of the deficit in the state of California ranging from \$21 to \$35 billion. The Governor proposed some mid-year reductions, which have not been acted on yet, but the legislature is likely to act on them before the end of the month and retain the Governor recommendations to the CSU. The Governor has not come out with January's budget proposal, which should include additional reductions for the 2003-2004 CSU budget.
- C. Provost's Office: (Zingg) If everything stands between now and the May revise, as to what the Governor has proposed, including \$1.10 cigarette tax increase, an increase of sales tax by .01, etc, then the CSU will experience about a \$130 million budget decrease, on a \$2.6 billion state budget. This is predicated on a lot of numbers involving fee increases, set asides for financial aid, targeted cuts, retroactive enrollment increase, etc. Cal Poly will experience a decrease of 6.5% of any systemwide cuts, which is approximately \$8 million plus about \$6 million in one-time cuts that was experience last year and this year which have now become permanently making the figure of Cal Poly's reduction at \$13 million for next year. Enrollment, right now we are supporting about 17,500 FIES for the entire calendar year on a permanent based budget of 16,800 FIES. Our target next year is 17,100 but there will be pressures out of

the legislature, and quite possibly Long Beach, to revisit our target. Cal Poly's aim to decrease enrollment by 400 FfES will translates to a head count reduction of 550 students. The Governor's budget proposes that our campus' target of 17,100 FfES will be fully funded. In order to achieve our enrollment numbers we will need to reduce summer enrollment to about 75% of what it was last year and will focus on continuing students with our goal being to provide courses that facilitate progress to degree completion for our continuing students. Continuing Education will pick up some self-support offerings but the state-support offerings will see summer reduced from an annualized goal of around 940 FfES to 700 FfES. In order to maintain the critical mass of incoming students, both freshmen and transfers, and in order to be true to the transfer mission of the system, and to reduce the isolation of new enrollment, and in order to fill 2,800 beds in the dormitories, one looks at fall quarter first and foremost and then look at other quarter as you fill towards your 17,100 target. The Governor has identified 8 targeted areas, include student services, Cal Teach outreach, technology, and campus safety, as areas where funding will be reduced. At this time, there are no academic program cuts specified but we will be required to address the cuts and demonstrate how we have addressed them in our ultimate budget presentation.

- D. Statewide Senators: (Menon) Myron Hood and I will be in Long Beach for the rest of the week, with Manzar Foroohar joining us on Thursday and will interact with Richard West and David Spence. We will try to bring back as much information as we can find.
- E. CFA Campus President: (Foroohar) Susan Meisenhelder, CFA Statewide President will be on campus for an Academic Senate meeting and for a forum "Discussion on Budget Cuts and CFA Plans to Protect Instruction" later that evening from 5:30 - 7 pm, in the meeting room of the Sands Motel. All faculty and staff are invited. Please join us.
- F. ASI Representatives: None.
- G. Other: None.

IV. Consent Agenda: None.

V. Business Item(s):

- A. Curriculum Proposal for Master of Public Policy (MPP): Hannings, chair of the Curriculum Committee, first reading. This master's degree is targeted primarily at those on the working force wishing to further their credential. This proposal has the full support of the Curriculum Committee and is in sync with the future planning of our campus. A full copy of the proposal is available at the Academic Senate office. Once the proposal is approved at all levels, it could begin as early as the fall or as late as 2005. MISIP to move to a second reading.
- B. Resolution on Class Attendance (CAM 485.2): Breitenbach, chair of the Instruction Committee, first reading. The purpose of this resolution is to discuss only the addition of items G. NCAA athletic competitions and H. instructionally Related Activities (IRA)/competitions to CAM. MIS/p to move to a second reading.
- C. Resolution on Budget Priorities: At the request of the Budget and Long Range Planning Committee Chair and the Faculty Affair Committee Chair, this item is pulled at this time.
- D. Resolution on Including Unit 3 Employees in the Program to Pay for Parking with Pretax Dollars: Foroohar, chair of the Faculty Affairs Committee, first reading. This resolution request that Unit 3 employees be allowed to pay for parking through payroll deductions with pre-tax dollars. MIS/p to move to a second reading. MIS/p to approve the resolution as presented.

VI. Discussion Item(s): None.

VII. Meeting adjourned at 5:00 pm.

Submitted by,



Gladys Gregory,  
Academic Senate

# Master of Public Policy (MPP)

## Summary Statement of Proposed New Degree Program

1. Title of Proposed Program.

Master of Public Policy  
Department Proposing to Offer the Program:  
Political Science  
Intended Date of Implementation: Fall 2003

2. Objectives of the Proposed Program.

The Master of Public Policy degree program (MPP) is professionally oriented, open to students who wish to pursue analytic careers in government and non-profit organizations or in organizations related to public policy regulations. The MPP is structured to prepare graduates with competence to function in a general context of policy, as well as in analysis. The core courses cover statistics, public policy, public policy analysis, quantitative methods, public finance, policy internship, and graduate seminar.

The MPP program is designed to meet the needs of those who have earned baccalaureate degrees in a variety of disciplines including, but not limited to, economics, history, political science, social sciences, psychology, city and regional planning, business administration, education, environmental studies, and natural resource management.

The program is two years in duration for students taking 8 or more units per term. The program consists of 55 approved units (not including courses necessary to compensate for deficiencies). Because of the sequencing of courses, students admitted to the program are expected to begin study in the fall quarter. The degree culminates in the second year with a two-term seminar (POLS 590) where analytical projects will be undertaken. Both group reports and individual papers will be developed, presented, and discussed. The MPP program offers students opportunities to develop close working relationships with faculty. Self-directed study, tailored to student interest and needs, is encouraged.

3. Anticipated Student Demand.

Minimally, we would start the program with 15 students, but could accommodate up to 25 students in the first year, especially if they come with some advanced graduate credit. We anticipate the maximum enrollment to be 50 students after 5 years. Realistically, we plan for 30 or two classes of 15 students each within the first two-year start-up. The program takes a student two years or six quarters to complete.

	<u>at initiation</u>	Number of Students	
		<u>3 years after initiation</u>	<u>5 years after initiation</u>
Number of Majors	15-25	30-50	40-60
Number of Graduates	0	20-40	40-60

4. Indicate the kind of resource assessment used by the campus in determining to place the program on the academic plan. If additional resources will be required, the summary should indicate the extent of university commitment to allocate them and evidence that campus

decision-making committees were aware of the sources of resource support when they endorsed the proposal.

A thorough assessment of resources was conducted by the Chair and Faculty of the Political Science Department and the Dean of the College of Liberal Arts. Resources will come from replacing the existing undergraduate concentration in public administration within the political science major with the master's program. The department experienced a number of retirements and hired four new faculty to teach policy courses at the graduate level in addition to undergraduate program support. Two tenured faculty will also work with the program and two lecturers presently provide courses. No additional staffing resources will be required, however one course of release time for coordination each quarter will need to be assigned to the program.

The Senate Curriculum Committee reviewed and recommended approval of the MPP proposal during Fall 2002 quarter.

5. If the program is occupational or professional, summarize evidence of need for graduates with this specific education background.

A market survey for professionals in governmental and non-profit institutions was conducted Spring 1999 and a follow-up set of interviews with 21 agency heads was conducted Spring 2002. The program is attractive to mid-career individuals in government and nonprofits in the community. All noted the need for a program, since professionals must travel two hours or more to the San Francisco or Los Angeles areas for graduate and professional coursework related to their jobs. City and county agencies provide employees with opportunities for further study and provide additional compensation for those with advanced analytical competencies.

In annual exit surveys with undergraduates over the last twenty years, over half (50-53%) express an interest in pursuing a graduate degree program, and 25-30% have moderate to high interest in a policy related program. At present we have a mailing list of 40 persons awaiting the initiation of this program. Since the program is open to students of any major from this institution or others, we are confident that there will be a continued strong demand for the program. In the College of Liberal Arts alone there are over 400 graduates each year. MPP graduates traditionally have nearly 100% employment in the U.S.

6. If the new program is currently a concentration or specialization, include a brief rationale for conversion.

The former undergraduate concentration in public administration and policy has been replaced by graduate level offerings for this new program and in support of other programs at Cal Poly, notably the Master of City and Regional Planning. The Department of Political Science provides support courses for both the undergraduate and graduate programs in City and Regional Planning. As the program matures, we would develop program links with other graduate programs at Cal Poly and would coordinate offerings. The course conversions reflect the kinds of offerings found in similar MPP programs and interdisciplinary programs at the graduate level that are directed at urban studies, public administration, and policy.

At the undergraduate level, introductory policy courses, and special seminars related to policy issues have replaced the former offerings. The internship program at the undergraduate level continues. The new graduate internships will be crafted in coordination with local agencies and organizations to focus on analytical skills.

7. If the new program is not commonly offered as a bachelor's or master's degree, provide compelling rationale explaining how the proposed subject area constitutes a coherent, integrated degree major which has potential value for students. If the new program does not appear to conform to the Trustee policy calling for "broadly based programs," provide rationale:

The Master of Public Policy is a commonly offered graduate program. Cal Poly has no current graduate program as are found in the other CSU campuses. Cal Poly, San Luis Obispo is affiliated with the Association for Public Policy Analysis and Management, an academic support organization for public policy study and research.

The MPP provides coursework relevant to analysis of public policies and planning.

- 8. Briefly describe how the new program fits with the campus and college strategic plans.

The College of Liberal Arts Strategic Plan (May 1998) supports the MPP Proposal. Likewise, it is supported by the university strategic plan that calls for an expansion of graduate programs with the policy program designated as a priority.

- 9. Provision for meeting accreditation requirements, where applicable.

The Department of Political Science is an affiliate institution of the Association for Public Policy Analysis and Management, a support organization for public policy study and research. Some MPP programs are affiliated with the NASPAA, an accrediting agency for public administration and related management programs. However, many policy graduate programs are not, and NASPAA tends to think they are not ready to take on policy programs like ours at this time.

- 10. For graduate programs, how will the culminating experience be accomplished (thesis, project or comprehensive exam)?

A comprehensive oral exam will culminate the program. A faculty team of three will administer the exam where the student is expected to display work performed as part of a course of study and to present research projects undertaken.

### Master of Public Policy

Graduate students must file a formal study plan with their major professor, graduate committee, department, college and university graduate studies office no later than the end of the quarter in which the 12th unit of approved courses is completed. The formal program of study must include a minimum of 55 units (at least 43 of which must be at the 500 level).

#### CORE COURSES (37 units)

STAT 512 Statistical Methods	4
POLS 515 Public Policy.....	4
POLS 516 Public Finance	4
POLS 518 Public Policy Analysis.....	4
POLS 560 Quantitative Methods.....	5
POLS 586 Policy Internship.....	8
POLS 590 Graduate Seminar....	8

ELECTIVES: To be selected with an academic advisor 18

55

Adopted:

ACADEMIC SENATE  
of  
CALIFORNIA POLYTECHNIC STATE UNIVERSITY  
San Luis Obispo, CA

AS--03/

RESOLUTION ON  
CLASS ATTENDANCE (CAM 485.2)

- 1 WHEREAS, The Class Attendance section (485.2) in the Campus Administrative Manual  
2 (CAM) has not been revised since June 1979; and  
3  
4 WHEREAS, This section outlines the excusable reasons for allowing students to make up  
5 missed work; and  
6  
7 WHEREAS, It does not mention NCAA athletic competitions or Instructionally Related  
8 Activities (IRA)/competitions as excusable reasons to make up missed class work.  
9 As presently published, CAM Section 485.2 reads as follows:  
10

11 485 Class Attendance

12  
13 485.2 To maintain uniformity, it is suggested that instructors consider the following  
14 "excusable" reasons for allowing students to make up missed work:

- 15 A. Illness with a doctor's statement  
16 B. Serious illness or death of close relatives  
17 C. Active participation in university events (an instructor may require a  
18 statement from the adviser involved certifying that the student was  
19 actively participating in a recognized university event)  
20 D. Field trips  
21 E. Religious holidays  
22 F. Selective service and military reasons;  
23

24 therefore, be it

25  
26 RESOLVED: That the following NCAA athletic competitions and Instructionally Related  
27 Activities (IRA)/competitions be added as items G and H to Campus  
28 Administrative Manual section 485.2 as excusable reasons for missing class work:  
29

- 30 G. NCAA athletic competitions  
31 H. Instructionally Related Activities (IRA)/competitions

Proposed by: Academic Senate Instruction Committee  
Date: November 18, 2002  
Revised: January 7, 2003

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## *IRA. 'S: Student-Funded Instructionally Related Activities*

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- Contacts
  - [Anny Morrobel-Sosa](#), Associate Vice Provost for Academic Programs
  - [Valene Mathews](#), Administrative Assistant, Office of Academic Programs
- The Policy
  - [Executive Order 429 - Instructionally Related Activities Fee](#)
  - [Executive Order 740 - Campus Fee Policy](#)
  - [IRA Student Fee Referendum](#)
- The Criteria
  - [Criteria for Recognizing and Funding IRA's](#)
- The Programs
  - [Recognized IRA programs/activities](#)
- The Process
  - [Funding Allocation 02-03](#)
    - [Allocation Budget 02-03](#)
    - [Proposed Recognition of New Instructionally Related Activities 02-03](#)
    - [Sources & Uses 02-03](#)
  - [Funding Allocation 01-02](#)
- The Forms
  - [Call for Applications](#)
  - [Proposal Form](#)
  - [BUdget Request Form](#)

An instructionally Related Activity (IRA) is an "out-of-class experience" that provides enrichment to the student and others. Funding for all IRA-recognized programs/activities are provided through student fees. All IRA programs/activities are partially sponsored by an academic Dean or department and are "integrally related" to a formal instructional offering; however, enrollment in an academic course is not a necessary condition for participating in an IRA.

The IRA Advisory Committee reviews recognition of new programs and all requests for funding. These are initiated through proposal submissions by faculty advisors and students, followed by review and recommendations from the College Deans, with advice from the appropriate College Student Council. Final recognition and funding recommendations are submitted by the IRA Advisory Committee to the President for approval.

*For questions and concerns about this site contact [jmdemers@calpoly.edu](mailto:jmdemers@calpoly.edu)  
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## *Cal Poly Instructionally Related Activities 2002-2003*

<b>Program Description</b>	<b>IRA Program Coordinators/Contacts</b>	<b>Department Web Address</b>
College of Agriculture		
Ag Judging - Dairy Cattle	Stan Henderson	Dairy Science
Ag Judging - Dairy Products	Will Gillis	Dairy Science
Ag Judging - Flower	Virginia Walter	Environmental Horticultural
Ag Judging - Horse	Mike Lund	Animal Science
Ag Judging - Livestock	Mike Hall	Animal Science
Ag Judging - Soils	Lynn E. Moody	Earth and Soil Sciences
American Institute of Floral Designers Convention & Design	Melinda Lynch	Environmental Horticultural
American Society for Horticultural Science Collegiate Judging	J. Wyatt Brown	Crop Science
Associated Landscape Contractors	Steve Angley	Environmental Horticultural
Food Science Scholastic Comp Team-1FT College Bowl	Brian Hampson	Food, Science and Nutrition
Horse Show Team	Mike Lund	Animal Science
Logging Team	Douglas Piirto	Natural Resources Management
National Ag Marketing Team (NAMA)	Phil Doub	Environmental Horticultural
Rodeo	Bret Black	College of Agriculture
Tractor Pull Team	Mark A. Zohns	BioResource & Ag Engineering
1/4 Scale Tractor	Kenneth Solomon	BioResource & Ag Engineering
College of Architecture and Environmental Engineering		
Construction Management - Student Competition	Jim Borland	Construction Management
NAHB Residential Construction Competition	Barbara J. Jackson	Construction Management
College of Business		
Business Plan Competition	Doug Cerf	College of Business
International Career Conference	Chris Carr	Accounting
MBA Association International Collegiate Business Policy Competition Team	David Peach	Management
MBA Industry Projects Program	Barry Floyd	Graduate Management

		Programs
College of Engineering		
American Society of Civil Engineers/Concrete & Steel Bridge Team	Eric Kasper	Civil & Environmental Engineering
Bike Team	Andrew Davol	Mechanical Engineering
FUTURETRUCK	Christopher Pascual	Mechanical Engineering
Programming Team	Phillip Nico	Computer Science
Society of Automotive Engineers	Michael Iannce	Mechanical Engineering
Solar Car Club	Bill Clark	Mechanical Engineering
College of Liberal Arts		
Art Exhibits	Michael Barton Miller	Art and Design
Barbershop Quartet	Joe Stablein	Music
Byzantium: A Literary Annual	Kevin Clark	English
CPTV	John Campbell	Journalism
Dance/Orchesis	Maria Junco	Theatre and Dance
Debate	T.C. Winebrenner	Speech Communication
Drama	Pamela Malkin	Theatre and Dance
KCPR	John Campbell	Journalism
Liberal Studies & Arts and Teaching Project	Susan Duffy	Liberal Studies
Model United Nations	Craig Arceneaux	Political Science
Music - Chamber Orchestra	Clifton Swanson	Music
Music - Combined Choral	Thomas Davies	Music
Music - Jazz Band	Paul Rinzler	Music
Music - Wind Orchestra	William V. Johnson	Music
Shakespeare Press Museum	Tom Goglio	Graphic Communication
Student Affairs		
Community Relations - Service Learning	Stephan Lamb	Student Life & Leadership
Rose Float	Diana Cozzi	Associated Students, Inc.
Student Life and Learning - Cross Cultural Retreat	Mark Fabionar	Student Life & Leadership
University Center for Teacher Education		
Teaching & the Performing Arts (formerly YOPAC)	Susan McBride	University Center for Teacher Education