
II. Announcements:

III. Reports:
A. President/Provost
B. Statewide Senators

IV. Business Items:
A. Resolution on AIMS Quarterly Budget Reporting, Budget Committee, Second Reading, (attached p. 23).
C. Resolution on Campus Smoking Policy, Andrews, Chair, Personnel Policies Committee, First Reading, (attached pp. 25-27).
D. Use of Instruction Funds for Sabbatical Leaves, Andrews, Chair, Personnel Policies Committee, First Reading, (attached p. 28).
E. Resolution on Faculty Early Retirement Program, Academic Senate CSU Bakersfield, Weatherby, First Reading, (attached pp. 29-30).
F. Faculty Overload, Academic Senate CSU Long Beach, Kersten, First Reading, (attached pp. 31-32).
G. Bylaw change to add Director, Research Development/designee to Research Committee.

V. Discussion Items:
A. Library Study Space Request by the Association of Graduate Students in Agriculture (attached p. 33).
B. Suggestions for topics to be addressed by President Baker at each Academic Senate Meeting.

VI. Adjournment:
Background statement:

The Budget Committee at its meeting on Tuesday, May 6, 1986, unanimously M/S/P the following resolution relating to the AIMS project:

**AS-____-86/____**

**RESOLUTION ON AIMS Quarterly Budget Reporting**

RESOLVED: That a quarterly report be provided to the Chair of the Academic Senate and the Chair of the Academic Senate Budget Committee by the Vice President for Business Affairs covering the AIMS project financial situation during the first three years of implementation, and that said report should include all costs and expenses associated with the project and all funding sources and amounts which directly affect the California Polytechnic State University campus.

Proposed By:
Budget Committee
May 20, 1986
ACADEMIC SENATE
OF
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, California

AS—86/____

RESOLUTION ON
CSU TRUSTEE PROFESSORSHIP

WHEREAS, The Board of Trustees of The California State University has established a faculty position known as Trustee Professor; and

WHEREAS, The position is specifically designated to be occupied by the tenured former President, Chancellor, or Vice Chancellor; and

WHEREAS, A person appointed to said position may request such an appointment to be on any campus in the system; therefore, be it

RESOLVED: That any President, Chancellor, or Vice Chancellor holding an appointment as Trustee Professor and wishing to move from his/her campus of tenure to California Polytechnic State University, must first obtain the concurrence of the receiving department at California Polytechnic State University after an evaluation of the individual and an affirmative vote by the tenured faculty of the department.

Proposed By:
Personnel Policies Committee
May 20, 1986
Memorandum

To: Lloyd Lamouria, Chair
   Academic Senate

From: Charles T. Andrews, Chair
       Academic Senate Personnel Policies Committee

Date: June 3, 1986

Subject: Campus Smoking Policy

Based upon your memo of March 9, 1986, regarding the need for a smoking policy for Cal Poly, the Personnel Policies Committee is forwarding the attached resolution for consideration by the Academic Senate.
WHEREAS, there is an increasing awareness of the health hazards associated with smoking; and

WHEREAS, there is an increasing awareness by individuals of the potential hazards of being in the presence of smoking materials at any time; therefore be it

RESOLVED, that Cal Poly adopt the following policies in regard to when and where smoking may occur without the smoke being offensive to others:

1. Smoking is not permitted in department, School, or other administrative offices, classrooms, laboratories, theaters, restrooms, elevators, gymnasiums or enclosed stairways. Lobbies adjacent to these areas may be designated smoking areas. All hallways adjacent to faculty offices are non-smoking areas.

2. Smoking will be permitted in enclosed areas other than those listed above only if posted 'SMOKING PERMITTED'. An exception is made for private offices.

3. Smoking is not permitted in the Library, except where specifically permitted by posted sign.

4. In eating/drinking areas seating thirty (30) or more people, no more than fifty (50) percent of the area may be set aside and posted as a 'SMOKING PERMITTED' area. The area shall be separated and well ventilated.

5. Smoking is not permitted during formal meetings, which includes office hours. A formal meeting is defined as an assembly of two (2) or more persons by prior announcement for the purpose of conducting business. Individuals responsible for conducting formal meetings will, if possible, arrange for breaks at least every two (2) hours to accommodate those who smoke. If the meeting is small, with no more than four (4) persons involved, then by mutual agreement an exception may be made. No exceptions are permitted during interviews.

6. Smoking may be permitted during informal meetings of two (2) or more persons in the course of daily work provided there is no objection by anyone present. Casual meetings or discussion does not constitute a basis for non-smoking, if within a private office of a person who smokes.

7. Each employee is encouraged to identify his/her individual work space as either a non-smoking
or a smoking area.

8. Supervisors/managers/administrators will pursue various options in an effort to accommodate everyone's needs in their respective work areas. However, if such accommodation is not achievable, the rights of the non-smoker shall prevail.

9. These policies are applicable to all facilities on campus, including the University Union, with exception being made for the student rooms in the resident halls.

10. For those events which are organizationally self-operated and held in the University Union or in Foundation facilities, the individual organization may present a plan to ensure compliance with the intent of these policies to the responsible managers of these facilities. In the case where no plan is presented, these policies shall be assumed as being applicable.

11. These policies are applicable to enclosed areas only, including state automotive vehicles.
To: Lloyd Lamouria, Chair

Academic Senate

From: Charles T. Andrews, Chair

Academic Senate Personnel Policies Committee

Subject: Use of Instruction Funds for Sabbatical Leaves

In response to inquiries from the UPLC and the Academic Senate, referencing President Baker's willingness to subsidize sabbatical leaves (per his memo dated May 30, 1986) at a maximum of positions allocated by utilizing instructional funds other than those designated for sabbatical leaves, the Personnel Policies Committee submits the following recommendations:

1. In determining the number of sabbatical leaves available, a one-quarter leave shall be considered as a one/third of a leave position instead of one/half of a position, which is the current practice.

2. The UPLC should work with the Budget and Personnel offices to implement this change of practice.

3. Sabbatical leaves shall be granted for the period of time requested in the original application. The only exception to this would be made by the UPLC in attempting to assure that all leaves allocated would be utilized.

4. Chairs/Department heads and Deans are to be informed as to the funding available for leave replacement purposes (funds are budgeted at assistant professor, step 3) and need to recognize this financial constraint in filling leave replacement positions.

5. This change in practice is an interim measure. There is to be an evaluation made for the years 1986-87 and 1987-88 to determine the amount of instructional funds other than those budgeted for sabbatical leaves used to implement this change. This evaluation is to be provided to the Academic Senate each year, and is to be completed before non-sabbatical leave instructional funds may be used to fund sabbatical leaves for 1988-89.
Memorandum

To: President Tomas Arciniega

Academic Senate

Date: May 28, 1986

From: Jacquelyn A. Kegley, Chair

Academic Senate

Subject: RESOLUTION ON FACULTY EARLY RETIREMENT PROGRAM

At its meeting of May 21, 1986, the Academic Senate of CSB passed the attached resolution supporting the Faculty Early Retirement Program. This is to add our support to resolutions passed by other CSU campus Senates and by the CSU Academic Senate, and to announce the concern of our faculty for the continuance of FERP.

We thank you for your support and concern.

JAK/vmf
Attachment

cc: Chair, CSU Academic Senate
Chairs, Campus Academic Senates
Chair, Board of Trustees
WHEREAS, A large number of faculty are concerned with the future of the Early Retirement Program; and

WHEREAS, The Faculty Early Retirement Program is beneficial to both faculty and the College; and

WHEREAS, Because of an imposed deadline, there is extreme and unreasonable pressure upon faculty to make decisions regarding early retirement; and

WHEREAS, Such precipitous retirement decisions could adversely affect the instructional program of the College and other campuses in the CSU System; therefore be it

RESOLVED: That the Academic Senate CSB strongly urges continuance of the Faculty Early Retirement Program; and be it further

RESOLVED: That the President of California State College, Bakersfield, in the name of collegiality and concern for the faculty, present to the Chancellor's Office and President's Council the feelings of this body regarding FERP, as embodied in this resolution; and be it further

RESOLVED: That this resolution be directed to:

President, California State College, Bakersfield
Chair, CSU Academic Senate
Chairs, Campus Academic Senates
Chair, Board of Trustees

APPROVED BY THE ACADEMIC SENATE
May 7, 1986
June 5, 1986

TO: Bernard Goldstein, Chair
    Academic Senate CSU

FROM: Hiden T. Cox, Chairman
    Academic Senate

SUBJECT: Faculty Workload (AS-263-86/FLR)

At its meeting of May 15, 1986, the California State University, Long Beach, Academic Senate approved the enclosed resolution on faculty workload asking that direct instructional activity be reduced from 24 units per academic year to 18. You will note that item 2, of the resolved clause requests that the Academic Senate CSU adopt a similar resolution.

This request is being transmitted to you for your response as appropriate.

HTC:mm
Enclosure

cc: Local Senates/Councils
    Stephen Horn
FACULTY WORKLOAD

WHEREAS, The recently revised mission statement for the CSU states that "the CSU provides an environment in which scholarship, research, creative, artistic and professional activity are valued and supported"; and

WHEREAS, The new Memorandum of Understanding for faculty is now being drafted; therefore be it

RESOLVED: 1. The Academic Senate of California State University, Long Beach strongly recommends that the faculty workload allocated to direct instructional activity be reduced to 18 units per year, and that the number of units in the reduction be allocated to scholarship, research, creative, artistic and professional activity.

2. This resolution shall be communicated to the Academic Senate CSU with the request that it adopt a similar resolution.

3. This resolution shall be communicated to the Chancellor of the CSU, the CSU Board of Trustees, and the California Faculty Association.
DATE : May 19, 1986

To : Lloyd Lamouria
Chairperson, Academic Senate

FROM : Gregory A. Hallquist
President, Association of Graduate Students in Agriculture

SUBJECT: Study Space For Agriculture Graduate Students in the Robert E. Kennedy Library.

On behalf of the graduate students in agriculture at Cal Poly, I present to you an issue that I hope can be discussed by the Academic Senate at their next meeting.

The issue is study space for agriculture graduate students in the Robert E. Kennedy Library.

Graduate students in the School of Agriculture (SAGR) find it necessary to spend extended periods in the library doing research for core course projects as well as research requisite in writing a thesis. As you well know, writing a thesis requires concentrated use of library resources for one, sometimes two academic quarters. The graduate students in agriculture need to have space in the library in order to carry out the research that is required of them, an area where books, papers, and miscellaneous study material can be left overnight without being disturbed by library reshelvers or other students.

I should like to point out that this issue has been discussed within SAGR by department heads and the Graduate Studies Committee. Both the department heads and the GSC support the idea of study space in the library reserved for SAGR graduate students. Moreover, the Student Senate passed a resolution in January urging the Library Committee to establish a 15 desk study area in the library for SAGR graduate students (please see attached resolution #86-10).

This University has committed itself to graduate study programs, yet provides not a single facility for graduate students in the way of office space, a desk, or study space in the library. In light of the rigorous requirements faced by each graduate student in SAGR, the problem of providing a reserved area in the library for graduate study must be addressed. I request Academic Senate support in implementing provisions of resolution #86-10 on a trial basis as soon as possible. I am available to speak before the Academic Senate in support of this issue should it be necessary.

cc Dr. Del Dingus
Mr. Chuck Atlee, AGSA Advisor
NOTES:

1. Balance of 24.8 faculty positions were allocated as follows:

<table>
<thead>
<tr>
<th>Position</th>
<th>24.8</th>
</tr>
</thead>
<tbody>
<tr>
<td>Athletic Coaching</td>
<td>10.6</td>
</tr>
<tr>
<td>University Health Emergency Leave Reserve</td>
<td>2.5</td>
</tr>
<tr>
<td>University Assigned Time</td>
<td>2.5</td>
</tr>
<tr>
<td>Cooperative Education</td>
<td>5.2</td>
</tr>
<tr>
<td>Provost's Reserve</td>
<td>4.0</td>
</tr>
</tbody>
</table>

2. Other Summer Quarter category allocations includes 15.0 quarter or 5.0 annualized positions to Provost's Reserve.

3. 213.9 FTEF Quarter positions equates to 71.3 FTEF annualized positions.

4. Balance of 20.1 Instructional Administrative positions allocated as follows:

<table>
<thead>
<tr>
<th>Position</th>
<th>20.1</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Deans</td>
<td>7.0</td>
</tr>
<tr>
<td>Provost's Staff</td>
<td>5.5</td>
</tr>
<tr>
<td>Other Admin. Assignments</td>
<td>4.0</td>
</tr>
<tr>
<td>Cooperative Education</td>
<td>1.0</td>
</tr>
<tr>
<td>Liberal Studies/Student Teacher Coord.</td>
<td>1.6</td>
</tr>
<tr>
<td>Director of Athletics</td>
<td>1.0</td>
</tr>
</tbody>
</table>

5. Other technical/clerical/student assistant include:

   a) Theatre Facility, Daily, Student Teacher Placement 4.9
   b) Information Systems 8.0
   c) Athletics 4.0
   d) Academic Affairs Offices 9.0
   e) General Offices 6.5
   f) Academic Senate 1.0
   g) Student Affirmative Action 1.0
   h) Library 0.3
   i) Radiation Safety 1.0
   j) Other Admin. 2.5

6. Other supplies and services funding allocated as follows:

<table>
<thead>
<tr>
<th>Position</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Programs</td>
<td>$4,800</td>
</tr>
<tr>
<td>Educational Services</td>
<td>3,900</td>
</tr>
<tr>
<td>Academic Senate</td>
<td>1,900</td>
</tr>
<tr>
<td>International Education</td>
<td>210</td>
</tr>
<tr>
<td>Theatre (facility)</td>
<td>5,500</td>
</tr>
<tr>
<td>Campus Service Cards</td>
<td>2,000</td>
</tr>
<tr>
<td>Copyrights (BMI/ASCAP)</td>
<td>3,800</td>
</tr>
<tr>
<td>Radiation Safety</td>
<td>2,700</td>
</tr>
<tr>
<td>Center for the Arts</td>
<td>4,000</td>
</tr>
<tr>
<td>ELM Testing</td>
<td>2,000</td>
</tr>
<tr>
<td>Hazardous Waste Disposal</td>
<td>2,480</td>
</tr>
<tr>
<td>Apple Lab</td>
<td>3,000</td>
</tr>
<tr>
<td>Athletics</td>
<td>60,427</td>
</tr>
<tr>
<td>Provost Reserve for Contingencies</td>
<td>55,011</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$151,728</strong></td>
</tr>
</tbody>
</table>
WHEREAS, the recently revised mission statement for the CSU states that "the CSU provides an environment in which scholarship, research, creative, artistic and professional activity are valued and supported"; and

WHEREAS, the new Memorandum of Understanding for faculty is now being drafted; therefore be it

RESOLVED: 1. The Academic Senate of California State University, Long Beach strongly recommends that the faculty workload allocated to direct instructional activity be reduced to 18 units per year, and that the number of units in the reduction be allocated to scholarship, research, creative, artistic and professional activity.

2. This resolution shall be communicated to the Academic Senate CSU with the request that it adopt a similar resolution.

3. This resolution shall be communicated to the Chancellor of The CSU, the CSU Board of Trustees, and the California Faculty Association.
F. What is the estimated extent of necessary expenditures which are not covered by the RFP, particularly in respect to: Communication hardware and software; workstations, site preparation; use personnel during the initial start-up phase; AIMS - user systems interface development work; staff training; and documentation?

G. How will Cal Poly accommodate cost overruns and hidden costs during the initial three year AIMS installation and implementation period?

H. What are the expected products (in terms of functional capabilities) at the completion of each phase of the AIMS project?

AIMS - Part (2): Jim Landreth explained in more detail than time permitted at the last meeting, the proposed funding strategies for the three year installation implementation stage of AIMS, as follows:

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<thead>
<tr>
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<tbody>
<tr>
<td>Cal Poly's Contribution</td>
<td>$252,978</td>
<td>$259,143</td>
<td>$250,336</td>
</tr>
<tr>
<td>Proposed Sources</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$220,000 (1985/86 utility budget surplus)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$39,978 (Prorata reduction in new administrative positions)</td>
<td>$50,000 (Deployment of campus special project fund)</td>
<td>$144,143 (Prorata assessment of AIMS user groups; e.g., 70% Instruction, 30% Student Affairs, Instructional Support, etc.)</td>
<td></td>
</tr>
<tr>
<td>$15,000 (Redeployment of portion of campus contingency reserve)</td>
<td>$65,000 (As for 1987/88)</td>
<td>$135,336 (As for 1987/88)</td>
<td></td>
</tr>
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</table>

Following lengthy discussion the Committee agreed (by consensus) in principle with the AIMS funding proposal, under the following conditions:

1. That the first $100,000 or part thereof, of possible savings derived from the proposed AIMS funding model, be re-allocated to Instruction.