California Polytechnic State University
San Luis Obispo, California

Academic Senate Executive Committee Agenda
August 21, 1974 3:00 PM MHE 152

I. Minutes
✓ Executive Committee Minutes - July 10, 1974

II. Business Items
A. Community College Transfer Courses - Weatherby
✓ B. Proposed CAM Addition - Campus Organizations - Weatherby (Attachment II-B)

III. Discussion Items
✓ A. Suggested appointments for university-wide committees - Weatherby
✓ B. Grade processing procedures - Labhard (Attachment III-B)
✓ C. Steady State Staffing - Olson (recommend list only, discuss later)
✓ D. Student Intern - Weatherby (union list - senate office comments)

E. Faculty Manual - Alberti (revisions to faculty manual)

IV. Announcements and Reports
A. List of Senators (1974-75) and Senate Committees - Labhard (Attachment IV-A)
Memorandum

To: Joseph Weatherby  
   Academic Senate

   Bud Gunter  
   Staff Senate

From: Robert E. Kennedy

Subject: Proposed CAM Addition

The University structure has provisions for student organizations, faculty and/or staff organizations, and certain special groups such as the Cal Poly Women's Club. Recently a campus group consisting of faculty, staff, students, and auxiliary employees joined in a common purpose. It was discovered that present CAM provisions would require considerable stretching to accommodate this group or any other similar one.

Consequently, a proposed CAM addition was prepared and presented to the President's Council for review at the last meeting in the spring quarter, 1974.

The following statement resulted from the review by the President's Council:

Proposed CAM Section

Section 790 - Campus Organizations

The use of the University name, facilities, and services may be granted to certain organizations whose memberships consist primarily of a combination of students, faculty, staff and/or auxiliary staff members, upon application to the University President. Although the authorization of the use of campus facilities is the final decision of the President, he may refer the request to appropriate administrative staff or consultative bodies for recommendation. The application for organization must state the purpose of the organization, the kinds of activities to be held on campus, and the names of the responsible officers of the organization. The names of such officers should be submitted annually to the President at the beginning of the fall quarter, or at any time a change is made.

(Attachment II-B)
To: Joseph Weatherby - Academic Senate  
Bud Gunter - Staff Senate  
From: Robert E. Kennedy  
Subject: Proposed CAM Addition

All such groups must conform to campus regulations relating to non-discriminatory membership, absence of hazing, and other appropriate rules currently in effect relating to existing student and campus organizations.

I would appreciate having your respective Senates review the proposed change. Because there is a group desiring such affiliation, I would appreciate having your recommendation as early as feasible.
Memorandum

Lozlie Labhard, Vice-Chairman
Academic Senate

Date: July 29, 1974

File No.: 

Copies: Chandler, Punches

From: Jerald Holley, Director
Admissions and Records

Subject: GRADE PROCESSING PROCEDURES (AND PROBLEMS)

This memo is in response to your July 25, 1974, memo. You asked several questions:

(1) "Would you please send us a copy of your final report on this matter of grade processing."

My "final report" is another memo to Vice-President Fisher dated July 8, 1974. It is a follow-up to my March 29, 1974, memo requesting that the subject again be reviewed by the Academic Council. I have no idea what action the new vice-president will take, but I do think it would be premature for the Academic Senate to discuss the problem, specifically my memo, before Vice-President Jones reacts.

(2) "Were copies of the March 29, 1974 memo sent to persons who have failed to submit grades by deadlines?"

No. My March 29, 1974, memo requested an action on the part of the Academic Council. It was not written for distribution to any particular segment of the faculty.

(3) "Have all faculty been notified of the problems created by submission of late grades?"

No. We would appreciate any suggestions on how to effectively make the faculty aware of the problems.

(4) "When grades are late, does the Records Office contact faculty prior to contacting their respective Dean?"

No. Historically we have found that some of the faculty have little concern about the problems related to grade processing since we are not in their chain of command. The Deans seem to be the appropriate ones to assist in getting the grades in. Also, most of the Deans have expressed an interest in knowing which faculty members do not meet the announced deadline.

(Attachment III-B)
Leslie Labhard
July 29, 1974
Page 2

(5) "Could procedures be revised so faculty could submit grades to a departmental designee and then have that person submit departmental grades to the Records Office?"

Possibly. However, the reason for having the grades turned in at the Records Office is to thoroughly and completely check them for error and to identify the problems which will occur in processing. I seriously doubt if 50 departmental secretaries would conscientiously do the job that needs to be done. I think the number of irregularities or problems would increase and I think it would build in an additional time delay. However, it could be discussed.

If the Executive Committee is going to discuss this further during the summer, I will be pleased to meet with you and serve as a resource person. Obviously, we sincerely appreciate your concern for the problem and any acceptable solution will be appreciated.
California Polytechnic State University
San Luis Obispo

Academic Senate Membership
1974-1975
(*Executive Committee)

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### School of Agriculture and Natural Resources

- **Rogalla, John**
  - Agricultural Management
  - Term: 1975
  - Office: Ag 255
  - Phone: 2594

- **Greffenius, R. J.**
  - Natural Resources Management
  - Term: 1975
  - Office: Ten 314
  - Phone: 2852

- **Hooks, Robert D.**
  - Animal Science
  - Term: 1976
  - Office: Ag 112
  - Phone: 2558

- **Markos, Harry G.**
  - Dairy Science
  - Term: 1976
  - Office: Ag 144
  - Phone: 2425

- **Bermann, James**
  - Agricultural Engineering
  - Term: 1977
  - Office: AE 106
  - Phone: 2388

- **Hughes, Luther B.**
  - Soil Science
  - Term: 1977
  - Office: Sci 41
  - Phone: 2420

### School of Architecture and Environmental Design

- **Saveker, David**
  - Architectural Engineering
  - Term: 1977
  - Office: EW 213
  - Phone: 2185

- **Hendricks, Francis**
  - City and Regional Planning
  - Term: 1975
  - Office: CSc 221
  - Phone: 2088

- **Batterson, Ronald E.**
  - Architecture
  - Term: 1976
  - Office: Ten 205
  - Phone: 2024

- **Haggard, Kenneth L.**
  - Architecture
  - Term: 1976
  - Office: EW 215
  - Phone: 2573

- **Amanzio, Joe**
  - Architecture
  - Term: 1976
  - Office: FWS
  - Phone: 2085

- **Kourakis, Joseph M.**
  - City and Regional Planning
  - Term: 1976
  - Office: CSc 222
  - Phone: 2016

### School of Business and Social Sciences

- **O'Leary, Michael J.**
  - Social Sciences
  - Term: 1977
  - Office: Modoc 26
  - Phone: 2874

- **Weatherby, Joseph**
  - Political Science
  - Term: 1977
  - Office: Modoc 23
  - Phone: 2871

- **Behman, Sara**
  - Economics
  - Term: 1976
  - Office: BA&E 144
  - Phone: 2601

- **McCormac, Weston**
  - Business Administration
  - Term: 1977
  - Office: Modoc 10
  - Phone: 2946

- **Drandell, Milton**
  - Business Administration
  - Term: 1977
  - Office: BA&E 108
  - Phone: 2325

### School of Communicative Arts and Humanities

- **Jennings, Charles**
  - Art
  - Term: 1977
  - Office: Ag 236
  - Phone: 2269

- **Wenzel, Michael**
  - English
  - Term: 1977
  - Office: Engl 308
  - Phone: 2142

- **Burton, Robert**
  - History
  - Term: 1976
  - Office: Ten 218
  - Phone: 2845

- **Mayo, Ed**
  - History
  - Term: 1976
  - Office: Ten 214
  - Phone: 2815

- **Nielsen, Keith**
  - Speech Communication
  - Term: 1976
  - Office: MSD 104
  - Phone: 2618

- **Sullivan, Gerald J.**
  - English
  - Term: 1976
  - Office: Engl 310
  - Phone: 2135

- **Beecher, Lloyd**
  - History
  - Term: 1977
  - Office: Ten 206
  - Phone: 2724

- **Thomas, Guy**
  - Graphic Communications
  - Term: 1977
  - Office: GA 204A
  - Phone: 2056

(Attachment IV-A)
School of Engineering and Technology

Krupp, William  
Sandlin, Doral  
*Sonnett, Robert  
Cirovic, Michael  
Larsen, Stuart  
Moore, Larry  
  Engineering Technology  
  Aeronautical Engineering  
  Transportation Engineering  
  EE/EL Engineering  
  Aeronautical Engineering  
  EE/EL Engineering  
  
School of Human Development and Education

Harden, Sheldon  
Burroughs, Sarah  
Weber, Barbara  
Nelson, Linden  
*Labhard, Lezlie  
Pippin, Lois  
  Physical Education  
  Home Economics  
  Home Economics  
  Psychology  
  Home Economics  
  Education  
  
School of Science and Mathematics

Buffa, Anthony  
Hale, Thomas  
Boone, Joseph C.  
Brown, Robert  
Delany, James  
Wills, Max  
*Eatough, Norman  
Wall, Leonard  
Hannula, Reino  
  Physics  
  Mathematics  
  Physics  
  Biological Sciences  
  Mathematics  
  Chemistry  
  Chemistry  
  Physics  
  Computer Science  
  
Professional Consultative Services

Gold, Marcus  
*Alberti, Robert E.  
*Jorgensen, Nancy  
Niu, Sarah  
  Audio Visual  
  Counseling Center  
  Counseling Center  
  Library  
  
State-wide Academic Senators (Ex-Officio Voting)

*Wenzl, Michael  
*Andreini, Robert  
*Olsen, Barton  
  English  
  Speech Communication  
  History  
  
2591  
2697  
2229  
2674  
2617  
2175  
2356  
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2263  
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2254  
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2178  
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### Instructional Department Heads

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<td>1977</td>
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<td>Johnson, Corwin</td>
<td>Ag. and Nat. Resources</td>
<td>1975</td>
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<td>Emmel, James R.</td>
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<td>Hariri, Mahmud</td>
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<td>1976</td>
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<td>Frost, Robert</td>
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### Administrative Personnel

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<tr>
<td>Lawrence Wolf</td>
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<td>1976</td>
<td>ADM 107</td>
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### Associated Students, Inc. (Ex-Officio Voting)

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<tr>
<td>Jeff Fisher</td>
<td>1975</td>
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<td>Charles Semeney</td>
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<td>Scott Plattin</td>
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### Administration (Ex-Officio Non-Voting)

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<td>Chandler, Everett</td>
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<td>Kennedy, Robert</td>
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<td>Jones, Hazel</td>
<td>Academic Vice President</td>
<td>1975</td>
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CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo

ACADEMIC SENATE COMMITTEES 1974-75
(*Committee Chairman)

EXECUTIVE COMMITTEE

Joseph Weatherby, Chairman
Lezlie Labhard, Vice Chairman
David Saveker, Secretary

Robert Andreini, Academic Senate C.S.U.C.
Barton Olsen, Academic Senate C.S.U.C.
Michael Wenzl, Academic Senate C.S.U.C.
Robert Alberti, Past Chairman

Harry Scales
Gerald Sullivan
Robert Sennett
Nancy Jorgensen

Sara Behman
Norman Eatough
Robert Hooks
Larry Voss
Scott Plotkin

EXECUTIVE COMMITTEE

Human Development and Education
Communicative Arts and Humanities
Engineering and Technology
Professional Consultative Services
Architecture and Environmental Design
Business and Social Sciences
Science and Mathematics
Agriculture and Natural Resources
Assistant to the President
ASI President

BUDGET COMMITTEE

Agriculture and Natural Resources
Architecture and Environmental Design
Business and Social Sciences
Communicative Arts and Humanities
Engineering and Technology
Human Development and Education
Science and Mathematics
ASI
Director of Business Affairs
Associate Director of Business Affairs
Professional Consultative Services

William Kurtz 1975
Timothy Kersten 1975
Keith Nielsen 1975
Larry Moore 1976
Jack Jones 1976
Leonard Wall 1976
James Landreth Ex-Officio
Joseph Surra Ex-Officio
Charles Beymer 1976

CONSTITUTION AND BYLAWS STUDY COMMITTEE

Agriculture and Natural Resources
Engineering and Technology
Human Development and Education
Science and Mathematics
Business and Social Sciences
Communicative Arts and Humanities
Architecture and Environmental Design
Professional Consultative Services
ASI

Corwin Johnson 1976
Robert Sennett 1975
Edward Jorgensen 1975
Max Wills 1975
Leo Pinard 1976
Robert Huot 1976
Francis Hendricks 1975
Marcus Gold 1976
CURRICULUM COMMITTEE

Agriculture and Natural Resources
Architecture and Environmental Design
Business and Social Sciences
Communicative Arts and Humanities
Engineering and Technology
Human Development and Education
Science and Mathematics
ASI
Associate Dean Curriculum and Instruction
University Librarian
Professional Consultative Services

Luther Hughes 1976
John Edmisten 1976
Randal Cruikshanks 1975
Gerald Sullivan 1975
Michael Cirovic 1975
Dwayne Head 1975
Aryan Roest 1975
David Cook Ex-Officio
Harry Strauss Ex-Officio
Eileen Pritchard 1976

ELECTION COMMITTEE

Agriculture and Natural Resources
Architecture and Environmental Design
Business and Social Sciences
Communicative Arts and Humanities
Engineering and Technology
Human Development and Education
Science and Mathematics
Professional Consultative Services

Robert Hooks 1975
Kenneth Haggard 1975
Sara Behman 1975
George Kastner 1976
George Hoffman 1976
Louis Pippin 1975
Tony Buffa 1976
Mary E. Harris 1975

INSTRUCTION COMMITTEE

Agriculture and Natural Resources
Architecture and Environmental Design
Business and Social Sciences
Communicative Arts and Humanities
Engineering and Technology
Human Development and Education
Science and Mathematics
Head Audio Visual Services
University Librarian
Associate Dean Academic Planning
ASI
Professional Consultative Services

Ruben J. Greffenius 1976
Joseph Amanzio 1976
Michael O'Leary 1975
Charles Jennings 1976
Frank Crane 1975
Larry Hutchinson 1975
Thomas Hale 1975
John Heinz Ex-Officio
Harry Strauss Ex-Officio
Howard West Ex-Officio
Robert Alberti 1975

PERSONNEL POLICIES COMMITTEE

Agriculture and Natural Resources
Architecture and Environmental Design
Business and Social Sciences
Communicative Arts and Humanities
Engineering and Technology
Human Development and Education
Science and Mathematics
Professional Consultative Services
Director, Personnel Relations
ASI

Frank Coyes 1975
Robert Batterson 1975
Weston McCormac 1976
Lloyd Beecher 1976
Warren Anderson 1976
Barbara Weber 1975
James Delany 1975
Nancy Jorgensen 1975
Donald Shelton Ex-Officio 1975
### STUDENT AFFAIRS COMMITTEE

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<td>Bill Jacobs</td>
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<td>Raymond Hauser</td>
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<td>Business and Social Sciences</td>
<td>Milton Drandell</td>
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### GENERAL EDUCATION AND BREADTH REQUIREMENTS COMMITTEE

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### PERSONNEL REVIEW COMMITTEE

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RESEARCH COMMITTEE

Agriculture and Natural Resources
James Hallett 1976
David Savelker 1975

Architecture and Environmental Design
Allen Settle 1975

Business and Social Sciences
Guy Thomas 1975
Frank Hendel 1976

Communicative Arts and Humanities
Kris Morey 1975

Engineering and Technology
James Bacon 1975

Human Development and Education
James Landreth Ex-Officio

Science and Mathematics

Director of Business Affairs

Foundation Executive Director

Director of Institutional Studies

Associate Dean, Research

ASI

Instructional Dean
Robert Valpey Ex-Officio

Professional Consultative Services
Fred Genthner 1976

FAIRNESS BOARD (Tenured Only)

Agriculture and Natural Resources
Gene Offerman 1975

Architecture and Environmental Design
Donald Koberg 1975

Business and Social Sciences
David George 1976

Communicative Arts and Humanities
Max Riedlsperger 1975

Engineering and Technology
Ed Strasser 1976

Human Development and Education
James Langford 1976

Science and Mathematics
Paul Lansman 1975

ASI

Professional Consultative Services
Don Cheek 1976

FACTOR LIBRARY COMMITTEE

Agriculture and Natural Resources
Joe Glass 1975

Architecture and Environmental Design
Carleton Winslow 1975

Business and Social Sciences
Carl Lutrin 1976

Communicative Arts and Humanities
Timothy Barnes 1975

Engineering and Technology
William Krupp 1975

Human Development and Education
Homer Hoyt 1976

Science and Mathematics
Elizabeth Perryman 1976

Professional Consultative Services
Ed Wilks 1975

ASI

Director, University Library
Harry Strauss Ex-Officio

DISTINGUISHED TEACHING AWARDS COMMITTEE

Alice Roberts 1976

former recipient

Stuart Larsen 1976

former recipient

Lyle McNeal 1975

student

Kenneth Schwartz 1975

student