The meeting was called to order at 3:15 p.m. by Chairman Robert Alberti.

The minutes of the November 13 meeting were approved.

Those in attendance were:

**Members:**
- Alberti, Robert
- Amanzio, Joseph
- Behman, Sara
- Burroughs, Sarah
- Burton, Robert
- Clerkin, Ed
- Coyes, Frank
- Delany, James
- Eatough, Norman
- Emmel, James
- Farrell, Gerald
- Fierstine, Harry
- Frost, Robert
- Graham, Priscilla
- Greffenius, Ruben
- Haggard, Kenneth
- Harden, Sheldon
- Hariri, Mahmud
- Hendricks, Francis
- Holtz, Walter
- Johnson, Corwin

**Ex-Officio Members:**
- Kourakis, Joseph
- Labhard, Lezlie
- Lau, James
- Markos, Harry
- McCormack, Weston
- Neel, Paul
- Nelson, Linden
- O'Leary, Michael
- Rhoads, Howard
- Rogalla, John
- Rosen, Arthur
- Sandlin, Doral
- Saveker, David
- Scales, Harry
- Scheffer, Paul
- Sennett, Robert
- Sullivan, Gerald
- Weatherby, Joseph
- White, Mary Lou
- Wills, Max

**Ex-Officio Members:**
- Andreini, Robert
- Ericson, Jon
- Gibson, J. Cordner
- Hasslein, George
- Servatius, Owen
- Valpey, Robert

**Ex-Officio Members:**
- Chandler, Everett
- Fisher, Clyde

**Guests:**
- Alexander, Will

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**IV. Committee Reports**

**A. Budget Committee - Ed Clerkin, Chairman.**

The Executive Committee, at its last meeting, referred some items to the Budget Committee, so it will have something on those to report later.

**B. Constitution and Bylaws Committee - Corwin Johnson, Chairman.**

The committee is awaiting a report from the Directions Committee.

**C. Curriculum Committee - Joe Weatherby, Chairman.**

The committee is recommending a new concentration in Criminal Justice.

It was moved, seconded, and passed (Weatherby, Andreini) that the proposed concentration of Criminal Justice in Political Science be a business item at this meeting. (See Attachment IV-C.)
D. Instruction Committee - Harry Fiertine, Chairman.
The committee has organized into seven active subcommittees that are studying the following items: 1) the 3 unit faculty non-teaching workload, 2) the Learning Assistance Center, 3) the production of videotapes on different teaching strategies, 4) grading guidelines and grading philosophy, 5) scheduling of instructors, 6) large unit vs. small unit classes, and 7) teaching for administrative personnel. It will be at least February before the committee will be prepared to bring any recommendations on these issues before the Academic Senate.

E. Personnel Policies Committee - Frank Coyes, Chairman.
Recommendations will be presented at the January meeting concerning faculty participation in Commencement. The committee is also in the process of studying/reviewing material from last year's faculty evaluation by students, and recommendations regarding guidelines for use of these evaluations will be made early next year. Several other CAM changes have been proposed by various faculty members, and the Personnel Policies Committee will be discussing these at a later date with recommendations made at future Senate meetings.

F. Student Affairs Committee - Doral Sandlin, Chairman.
The committee is conducting a review of programs of student academic advisement in the University, and will prepare a report for the Senate. The committee has recently discussed advisement with two school deans and has visited the Student Advisement Center in the School of Business and Social Sciences.

G. General Education and Breadth Requirements Committee - Paul Scheffer, Chairman.
The committee has agreed to look at the General Education Requirements for the 1977-79 catalog, and they are presently seeking input for suggested changes in requirements in that catalog. Senators should pass information on to their school representative to the General Education Committee.

H. Personnel Review Committee - Thomas Johnston, Chairman. (As reported by Robert Alberti.)
The committee has completed its review of the second year reappointment material and the leaves with pay material. Presently they are reviewing the third, fourth, and fifth year reappointment material.

I. Research Committee - David Saveker, Chairman.
Action has been completed by the committee on the review of recommendations for approval of creative and research activity. A subcommittee has been studying the CAM interim language on outside employment, and a modification of that language is suggested for entire committee review, which will be taken up at the next committee meeting.

J. Administrative Council - Lezlie Labhard, Senate Representative.
Major topics of consideration by the Administrative Council at the last three meetings have been:
1. Discussion of visit by Dr. Alex Sherriffs.
2. Meeting with Dr. Sherriffs.
3. Proposed Presidential Orders: A consolidation of campus rules as proposed presidential orders (rules regarded to: pets, camping on campus, security fees for dorms, liquor on campus, cohabitation in dorms, dorm visiting hours, barbeques for dorms, electric appliances in dorms, etc.)
4. Personnel Data Sheet for Employees (also referred to as Emergency
Addressee Designation): The development of a form to be completed by new personnel and (later) returning personnel on a volunteer basis to indicate persons to contact in the event of an emergency and any pertinent information (blood type, particular medication or health problems, doctor).

5. Reports: Campus parking situation, crosswalk problem at Vista Grande, road situation at Highway 1 entrance, campus banking service.

The Council has concerned itself with the following items:
1. Considering modifying the final examination requirement in CAM.
2. Heard a presentation by J. Gillespie on the benefits of Computer Registration.
3. Endorsed the concentration of Criminal Justice in Political Science.
4. Since the 1974-75 academic year will bring a budgeted FTE increase of approximately 600 more than are currently being taught, concern was given to availability of facilities, increased student body size, and the implications this had for class scheduling. Although there was no intent to implement them, the following were proposed alternatives suggested for consideration:
   a. Starting classes at 7 a.m.
   b. Consider elimination of the College Hour.
   c. Schedule more classes in the evening hours and find some way to encourage students to enroll in them.
   d. Not permit 2½ hour classes to be scheduled on Tuesday and Thursday mornings and urge departments to schedule classes which meet three times weekly on Tuesday, Thursday, Saturday mornings.
   e. Encourage the use of Saturday mornings for the fourth meeting day for four unit classes meeting four times weekly.
   f. Increase class size by increasing the "available cards" to more closely parallel facility size.
   g. Schedule classes on a "staggered time" basis so that Monday, Wednesday, Friday classes might meet at 9 a.m. Monday, 5 p.m. on Wednesday, and 9 a.m. on Friday.

L. Campus Planning Committee - Joseph Amanzio, Senate Representative.
At the two meetings this quarter, the following major action has taken place:
1. The scope, functions, and areas of responsibility of the Campus Planning Committee have been broadened to include any project, permanent in nature, which may have either architectural or environmental impact on any university-owned property (with the exception of the Poly Canyon area).
2. Proposed Master Plan for the Academic Core of the Campus: The revised and updated document approved by the Campus Planning Committee will be used as a basis for consultation with various campus groups to obtain their input prior to any formal action by the Committee on the plan. Mr. Gerard is preparing a proposed list of the groups that should be offered the opportunity to review the master plan. The plan will be presented to these groups by either the staff or the consulting architect.
3. Proposals to Provide Air Conditioning to Selected Areas: Staff members are developing a list of criteria which could be used in evaluating requests for air conditioning of office space where state employees are required to be in the office a substantial part of the day.
4. Parking and Traffic Management: Research and data collection with respect to a traffic management plan has been accumulated and is continuing.
The concept of differential parking permit fees is being explored. A traffic management plan will be presented to the Campus Planning Committee at a future date.

5. The Committee approved a plan for outdoor lighting of the tennis and basketball courts.

6. The Committee approved plans for a Beef Cattle Evaluation Center and also for the design of proposed gate houses for the Grand Avenue and the new Highland Drive entrances to the campus. Design of a third gate house at the California Boulevard entry will be given further study.

M. Continuing Education Committee - Michael Cirovic, Senate Representative.
(As reported by Robert Alberti.)
Mr. Cirovic's feelings on the Regional Meeting on External Degree Programs, Los Angeles, November 20, 1973 were as follows:
1. The Chancellor is convinced that (a) there is a large market for external degrees, and (b) the CSUC system should be the one to fill this need.
2. The study was conducted in such a way as to invalidate most of the findings - i.e. the sample, on which the study was based, was apparently totally random. If we are talking about graduate degrees, it seems obvious that the ones possibly interested are only those who already have an undergraduate degree.
3. The Chancellor mentioned two reasons for offering external degrees: to prepare people for greater leisure time and to help people adjust to an ever-increasing technological aspect of society (Cirovic paraphrase). This seemed puzzling since most of the "desire" (both indicated in survey and also in existing external programs) is in MA in Business Administration and BS in Criminal Justice.
4. In any consideration of external degree programs, there seems to be a real danger of sacrificed academic integrity of the institution. We should not get involved in a race to hand out degrees.

N. Discrimination Study Committee - Christina Camacho, Senate Representative.
(As reported by Robert Alberti.)
The committee has determined that it will take an active role this year in looking at discrimination on the campus in terms of employment in the community with respect to students, etc. They are currently in the process of establishing procedures for their own operation.

O. University Convocations and Speakers Coordinating Committee - Ed Mayo, Senate Representative. (As reported by Robert Alberti.)
The committee has been reviewing its responsibilities and the speakers' schedule for the Fall and the 1973-74 school year. Also, at the December 12 meeting there will be discussion of the speaker suggestions for the rest of this academic year and proposed speakers for next year. If anyone has ideas as to who should be considered as potential speakers, contact Ed Mayo at 2815 or Tenaya 214.

P. Registration and Scheduling Committee - Robert Christenson, Senate Representative. (As reported by Robert Alberti.)
The committee is investigating the computer registration system now in operation at Sacramento State. A subcommittee is going to Sacramento State during the holidays to do a cost analysis of the project.

Q. President's Council - Robert Alberti, Senate Representative.
Most business which has taken place has already been reported through other sources. The Energy Crisis has been under consideration, with
R. Ad Hoc Student Evaluation of Faculty Committee - Robert Burton, Senate Representative.
The committee is recommending to the President these changes in the guidelines from last year:
1. Individual supervision courses are not courses wherein can be student evaluation of faculty.
2. No signatures or other reference by which students could be identified are to be requested on the evaluation forms.
3. Subsequent to the issuance of grades for the quarter for which the faculty member has been evaluated, results of the program of Student Evaluation of Faculty shall be made available to the individual faculty member.
4. The Student School Councils are charged with the responsibility of obtaining representative student opinion which shall be considered in developing the questionnaire.
5. Each department is responsible for furnishing its faculty with copies of the evaluations.
6. During any one quarter, faculty members will provide no more than 25 minutes in any one class for the time necessary to complete the evaluation process.

V. Business Items

A. Administrative Reorganization Status.
As a result of the discussion at the last Senate meeting, President Kennedy has appointed the following three faculty members, along with administrative, staff, and student members, to the Reorganization Study Committee: Robert Alberti, Sarah Burroughs, and George Clucas. The committee, under the chairmanship of Dean Chandler, has met twice and discussed at length the issue of organizational structure. The results of those deliberations were reported to the President, and he has acted upon them. Chairman Alberti read the following memo to him from the President:

"In your memorandum to me of November 19, 1973, you submitted officially the two recommendations passed by the Academic Senate at the November 13 meeting. It is my custom to respond as specifically as possible to Academic and Staff Senate recommendations. I was present at the November 13 meeting and took part in the discussion on the subject: 'University Academic Senate Position on Proposed Administrative Reorganization.' You will recall that I commented at that time that I was accepting the recommendations on this subject and that I would act on them in accordance with that agreement. As you know, I have taken the following actions subsequently, which are in accordance with the several numbered paragraphs of the recommendation:

1) (a) and (b) The committee was established as recommended. It has met and has recommended to me, in part, that the Library and Audio-Visual be under the Academic Vice President and that the Computer Center and Research Development be under the Executive Vice President. I have accepted these recommendations and have adjusted the organization structure to so reflect.

2) (a) The Consultative Selection Committee has been formed, has met, and has been advised by me to take the remainder of the academic year in search, screening,
interviewing and recommending, with full consideration for our commitment to Affirmative Action.

(b)

The Consultative Selection Committee has been advised to make such changes in the position announcement reference to qualifications as were recommended.

3)

The Academic Senate recommended an Acting Vice President for Academic Affairs be appointed pending the completion of the work of the Consultative Selection Committee. This I have done with appropriate consultation with those who would be directly supervised. The appointment to the acting Academic Vice President position was made to Dr. Clyde Fisher effective December 1, 1973.

Since Dean Fisher leaves the position of Dean of the School of Science and Mathematics to take this acting vice presidency, it was necessary to appoint an acting Dean of the School of Science and Mathematics. After consultation with the heads of the five academic departments of that school, I appointed Dr. Milo Whitson, former head of the Mathematics Department, to the acting Dean position effective January 1, 1974."

B. Catalog Faculty Directory. (See Attachment III-A, Academic Senate Agenda, December 4, 1973.)

Discussion about the proposal from the Personnel Policies Committee involved minor changes in wording of the suggested Catalog Faculty Directory format. There was also some question as to the academic rank titles which faculty members can use. (See Attachment V-B.)

Frank Coyes moved and John Rogalla seconded the motion that the Academic Senate approve the recommendations made by the Personnel Policies Committee regarding Catalog Faculty Directory.

It was moved by Howard Rhoads and seconded by Art Rosen that the motion be amended by removing the words "previous" and "accepted" in the last paragraph of the proposal. The motion carried.

John Rogalla moved and Francis Hendricks seconded the motion to amend the main motion by adding "certification by a Professional Association" after the word "agency" in line two of the last paragraph. The motion carried.

The amended main motion passed, endorsing the amended proposal for Catalog Faculty Directory changes.

C. Senate Directions Committee. (See Attachment II-M, Academic Senate Agenda, November 13, 1973.)

In the absence of Committee Chairman, Barbara Weber, Chairman Alberti requested discussion and reaction to the Directions Committee proposals. Specific comments were these:

1. The statement of goals as presented in the report seemed inadequate in terms of definite objectives for the Senate. The Senate is an advisory body, not a policy-establishing one.

2. The purpose of the committee should be discovering how the Senate could be more representative of viewpoints of the faculty representing each school.

3. The fate of certain input should be reported by the committee; i.e. what was discussed or what happened to it.
4. The committee has not had enough input.
5. Terms of office should not be limited. If a person is useful, he should serve as long as he is contributing.
6. Voting records are in the realm of impossibility. However, on some issues, there should be a secret ballot.
7. Another piece of paper in the form of a Senate newsletter might not be welcomed by those receiving it.

It was agreed that Senators would submit written comments to the Directions Committee, and that response to the Committee's proposals would be kept on the Agenda for the January Senate meeting.

D. Criminal Justice Concentration in Political Science. (See Attachment IV-C.)

Joe Weatherby moved and Howard Rhoads seconded the motion that the Senate adopt the recommendation of the Curriculum Committee concerning a concentration of Criminal Justice in a Political Science major.

It was explained that there is an increasing demand on Cal Poly from law enforcement people in this area who are anxious to upgrade their skills through advanced training in criminal justice. Senators expressed concern with the speed at which this concentration is being put into effect since some refinements in the required courses seem appropriate.

Linden Nelson moved and Michael O'Leary seconded the motion to amend the main motion to change the proposal to a "Request for Approval of a New Option" in place of "Request for Approval of a New Concentration" and to add to the required courses for the option the following nine units (to be added to the 29 required units required for the proposed concentration): Soc 402, Crime and Delinquency, 3 units; Psy 307, Abnormal Psychology, 3 units; Elective from either Psy 401, Social Psychology or Soc 313, Urban Sociology, 3 units.

Robert Valpey moved and Corwin Johnson seconded the motion to table the amendment. The motion carried, and the amendment was tabled.

The main motion carried.

VI. Announcements and Information Items

A. Since his appointment as Academic Vice President (Acting), Clyde Fisher is now an ex-officio (non-voting) member of the Senate.

B. Bob Emmel has been chosen to replace Guy Thomas as Instructional Department Head representative from the School of Communicative Arts and Humanities.

C. Dr. Alberti suggested that it is his understanding that President Kennedy is close to adopting a policy on Dean and Department Head Evaluation which will closely parallel the Senate's recommendations.

D. President Kennedy has responded to the Senate's proposal for modifications of the Sabbatical Leave Policy as follows:

"...I am approving the intent of the Senate's proposal and requesting that it be implemented to the extent the deans find it possible to implement for this year."

E. Dwayne Head has been nominated by the Human Development and Education caucus and approved by the Executive Committee to replace Stuart Chestnut who resigned from the Curriculum Committee.

F. Chairman Alberti asked for feedback in the form of notes and comments with respect to Senate meetings, in terms of procedure, setup in the room, or
anything relative to the operation within the Senate meetings.

Howard Rhoads moved and Arthur Rosen seconded the motion to move the Senate meetings back to the Dining Hall. The motion was defeated.

G. The Chairman announced that the Rose Parade Float Committee is seeking faculty volunteers during the two weeks following final exams. An acre of bachelor buttons will be ready to be harvested on December 26, then to be transported to the Rose Palace in Pasadena where the float will be put together. He encouraged the faculty to help.

VII. The meeting was adjourned at 5:30 p.m.
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo

Request for Approval of a New Concentration

1. Name of the California State University submitting the request:
   CALIFORNIA POLYTECHNIC STATE UNIVERSITY, San Luis Obispo

   Title of the requested concentration:
   CRIMINAL JUSTICE

2. Title of the degree major program under which the concentration will be offered:
   Bachelor of Arts in Political Science

3. Existing concentrations under the Political Science major:
   Administration
   International Affairs
   Teaching
   Urban Studies

   Additional concentration requested for 1975:
   Legal Assistance

4. Department to offer the aggregate of courses:
   Political Science Department*

5. Purpose of the requested concentration:
   The purpose of this requested concentration is to provide in-service training for law enforcement officers and others in the field of criminal justice for improving their skills and to provide pre-service training for those Political Science majors who are preparing for careers in the field of criminal justice.

6. Need for the requested concentration:
   There are large numbers of law enforcement officers and others in the San Luis Obispo area anxious to upgrade their skills through advanced training in the field of criminal justice. In addition, there is a continuing need for new personnel with university training in the field of criminal justice.

*Under a cooperative understanding with California State University, Sacramento, a member of the faculty from their Department of Criminal Justice will accept a temporary appointment to the faculty of the Political Science Department during the summer quarters at California Polytechnic State University, San Luis Obispo.
7. List of courses to be required under this concentration:

- CrJ 340 Advanced Criminal Investigation 4
- CrJ 361 Police Organization and Management 5
- CrJ 362 Police Personnel Management 4
- CrJ 364 Advanced Police Reports and Records 4
- CrJ 373 Advanced Criminal Law 4
- CrJ 374 Criminal Legal Process 4
- CrJ 375 Advanced Criminal Legal Process 4

8. List of courses required in the Political Science major (1974):

- Econ 212 Principles of Economics 3
- Hist 202 U.S. History 4
- PolS 105 Introduction to International Relations 3
- PolS 202 Comparative Government 3
- PolS 203 Basic Political Analysis 3
- PolS 204 Basic Concepts of Political Thought 3
- PolS 302 American Political Process 3
- PolS 306 Modern Political Thought 3
- PolS 312 International Politics 3
- PolS 314, 315, 316 Public Administration 3, 3, 3
- PolS 321 American Constitutional Law 3
- PolS 335 Legislative Process 3
- PolS 401 State and Local Government 3
- PolS 461, 462 Senior Project 2, 2
- PolS 463 Undergraduate Seminar 2
- Psy 202 General Psychology 3
- Soc 203 Principles of Sociology 3

9. Additional courses, not now offered, to be developed for this concentration:

   All of the Criminal Justice courses listed in #7 above.

10. List of present faculty members who would teach in this concentration:

   Members of the faculty of the Department of Criminal Justice, California State University, Sacramento, who may accept temporary appointment to the summer quarter faculty of the Political Science Department, California Polytechnic State University, San Luis Obispo.

11. Additional instructional resources needed to implement and sustain this concentration:

   One additional faculty position during the summer quarters.
Memorandum

To: Bart Olsen, Chairman
Academic Senate

From: Robert E. Kennedy

Subject: Academic Rank Title Changes

Your memo to me dated February 14, 1973, transmitted the following action of the Academic Senate:

The Academic Senate recommends to the President that faculty ranks at Cal Poly, San Luis Obispo, be retitled to the traditional ranks with the understanding that the presently used budget and payroll designations will be continued for those purposes and that schools and/or departments which currently use vocational ranks may retain the vocational titles. The proposed rank structure is as follows:

<table>
<thead>
<tr>
<th>Academic Faculty Ranks</th>
<th>Vocational Faculty Ranks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructor</td>
<td>Junior Vocational Instructor</td>
</tr>
<tr>
<td>Assistant Professor</td>
<td>Intermediate Vocational Instructor</td>
</tr>
<tr>
<td>Associate Professor</td>
<td>Senior Vocational Instructor</td>
</tr>
<tr>
<td>Professor</td>
<td>Principal Vocational Instructor</td>
</tr>
</tbody>
</table>

Approved Effective September 1, 1973: [Signature]

Date: 5/7/73