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

The minutes of the December 4 meeting were approved as submitted.

Those in attendance were:

**MEMBERS:**

Alberti, Robert
Amenzio, Joseph
Bailey, Roger
Batterson, Ronald
Behman, Sara
Brown, Robert
Burroughs, Sarah
Burton, Robert
Clerkin, Ed
Coyes, Frank
Eatough, Norman
Emmel, James
Fierstine, Harry
Frost, Robert
Gold, Marcus
Graham, Priscilla
Grennus, R.I.
Harden, Sheldon
Hariri, Mahmud
Hooks, Robert
Jorgensen, Nancy
Kourakis, Joseph

**EX-OFFICIO MEMBERS:**

Krupp, William
LaFobard, Lezlie
Lau, James
Lowry, John
Marks, Harry
McCormac, Weston
Neel, Paul
Nelson, Linden
O'Leary, Michael
Pippin, Louis
Rhoads, Howard
Rogalla, John
Rosen, Arthur
Saveker, David
Scales, Harry
Scheffer, Paul
Sennett, Robert
Sorensen, Robert
Sullivan, Gerald
Weatherby, Joseph
Wenzl, Michael
Wolf, Lawrence

**EX-OFFICIO MEMBERS:**

Anderson, Roy
Andreini, Robert
Chappel, Robert
Gibson, J. Gordon
Hasselein, George
(Represented by Handel Evans)
Olsen, Barton
Valpey, Robert
White, Milo

**GUESTS:**

Eatough, Norman
Emmel, Howard
Fierstine, Harry
Fisher, Clyde
Graham, Priscilla
Grennus, R.I.
Harden, Sheldon
Hariri, Mahmud
Hooks, Robert
Jorgensen, Nancy
Kourakis, Joseph

Committee Reports

A. Selection Committee for Vice President for Academic Affairs - Frank Coyes, (Member)

Three hundred announcements of the vacant position have been sent out, and included in this mailing were 18 CSUC campuses, all UC campuses, selected California private institutions, and 75 universities and colleges throughout the United States. The vacancy also has been advertised in the Chronicle of Higher Education and the American Council of Education publications. A number of applications have been received, and the committee will begin this week looking at them, setting up criteria as they go through them for the first time. The deadline for applications to be received is March 15, and Don Shelton will send out the necessary papers for applying if anyone is interested.

B. Curriculum Committee - Joe Weatherby, Chairman

The curriculum review will begin with the School of Science and Mathematics. The Schools will be considered in the following order: (1) Science and Mathematics (2) Human Development and Education (3) Architecture and
Environmental Design (4) Business and Social Sciences (5) Agriculture and Natural Resources (6) Engineering and Technology (7) Communicative Arts and Humanities. The first meeting on the Science and Mathematics package will be on Friday, January 25, at 3:00 p.m. in Library 128. The following faculty members have been assigned to serve as liaisons between the Curriculum Committee and the schools:

Gerald Sullivan  Agriculture and Natural Resources
Michael Cirovic  Architecture and Environmental Design
Aryan Roest  Business and Social Sciences
Joe Weatherby  Communicative Arts and Humanities*
John Edmisten  Engineering and Technology
Herman Rickard  Human Development and Education
Dwayne Head  Science and Mathematics

* Harry Strauss has also agreed to help with this school.

C. Personnel Policies Committee - Frank Coyes, Chairman
The committee will be meeting this quarter on Mondays at 1:00 p.m. and is continuing work on the following items:
1. Faculty participation in commencement - a proposal will be made at the next Academic Senate meeting.
2. Student evaluation of faculty - a university-wide proposal will be made within the next few meetings regarding summarizing of the results from the evaluation and how to handle the summaries.
3. Guidelines for handling "Faculty members as students".
Committee workload was discussed, and Senate members were encouraged to volunteer for subcommittees of the Personnel Policies Committee.

D. Personnel Review Committee - Michael O'Leary, Member
The committee, currently between "peaks" in the personnel cycle, is studying the discrepancy between CAM and the Academic Senate Bylaws relative to the functions and procedures of the committee.

E. Faculty Library Committee - William Krupp, Harry Strauss, Members (See Attachment II-L, Academic Senate Agenda, January 15, 1974.)
Mr. Krupp and University Librarian Harry Strauss noted the importance of continued observation and evaluation of the CSUC Library Cooperation Proposal.

F. Distinguished Teaching Awards Committee - Hewitt Wight, Chairman
It was announced that nomination forms for this year's recipients for the Distinguished Teaching Award are now being circulated, and they are to be returned by February 1, 1974, to either the Senate Office, in Tenaya Hall 103 or in the deposit box at the University Union Information Desk. Dr. Wight asked the Senate if it had any objections to the committee's accepting nominations from staff members. A Senate vote indicated that that decision should be left up to the committee.

G. Senate Directions Committee - Barbara Weber, Chairman
Those Senate members who responded to the committee's November report were thanked for their written reactions to the committee's request for input. Committee meetings this quarter are being held on Wednesdays from 3:00 to 5:00 p.m. in Math 152.

H. President's Council - Robert Alberti, Senate Representative to the Council
The President's Council has most recently been concerned with the following:
1. Reorganization
2. Energy conservation
3. Governor's budget (1974-75)
4. Discussions of
   a. Learning Assistance Center
   b. Computer-assisted registration
   c. Enrollment projections
   d. Trustee's audit team visit on "Faculty Utilization"

I. Coordinating Committee for Teacher Education - Gerald Sullivan, Senate Representative

The committee has been meeting weekly during the Fall quarter to draft a new Campus Credential Bulletin to meet the requirements set up by the Ryan Bill. (In Fall, 1974, the Ryan Bill will replace the Fisher Bill in governing the granting of teaching credentials. The changeover is a complicated process requiring a great deal of coordinated effort among all the departments which grant a credential.) The committee completed the Bulletin in December and submitted it to the Academic Vice-President, where it is now being reviewed. The committee hopes to have the bulletin available for students by February 1. The future work of the committee will center around the programs that the various departments will be submitting to fulfill the scope and content requirements of each credential category.

V. Business Items

A. Statewide Academic Senate Resolution on 60/40 (See Attachment III-A, Academic Senate Agenda, January 15, 1974.)

Roy Anderson, statewide academic senator, explained that the resolution, calling for the 60/40 ratio to be ignored as a consideration in the granting of promotions in academic rank in the CSUC, was passed by the Academic Senate of the California State University and Colleges on November 9, 1973. Dr. Anderson read an additional resolution concerning 60/40, also passed by the statewide Senate, requesting the Trustees of the CSUC "to review Section 7360.10 of the State College Administrative Manual, which specifies a standard distribution of faculty positions based upon the 60/40 rule, and to take appropriate action to bring the State College Administrative Manual into harmony with the spirit of the Trustees' endorsement of Assembly Concurrent Resolution 70". It was further explained that Assembly Concurrent Resolution 70, which was endorsed by the Trustees, favors removal of the 60/40 promotion.

Senators discussed the effects of the dissolution of the 60/40 ratio with some attention focused on the lack of another basis for promotion or a definition of "merit". Others felt that the termination of the 60/40 promotion basis would be a positive step even if no new basis were established.

It was moved and seconded (Anderson, Burton) to endorse the California State University and Colleges Academic Senate resolution concerning 60/40 (Attachment III-A, Academic Senate Agenda, January 15, 1974). Arthur Rosen moved and Howard Rhoads seconded the motion to amend the main motion by adding: "We further recommend that departments at Cal Poly follow this recommendation explicitly by accompanying each favorable recommendation for promotion with a statement to the effect that promotion not be subject to the 60/40 limitation." The amendment carried. The amended motion carried.

B. Learning Assistance Center (See Attachment III-B, Academic Senate Agenda, January 15, 1974.)

Harry Fierstine, Chairman of the Instruction Committee, announced that a
subcommittee has been formed, headed by Harry Strauss with John Heinz as a member, and its sole interest is the Learning Assistance Center. Donald Cheek, who is coordinating development of a proposed Learning Assistance Center, explained that the concept of the Center is based on a diagnostic/prescriptive approach to a student who is having a learning problem. It is geared toward meeting the needs of any person who has a learning difficulty, whether it be memorization, note-taking, listening, or time management. The student will be assisted in learning to develop skills and techniques in approaching such difficulties. Dr. Cheek entertained questions from Senate members.

It was moved and seconded (Rogalla, Anderson) to endorse in principle the concept of the Learning Assistance Center. The motion passed.

Chairman Alberti asked for the continuing help of the Instruction Committee on this matter and asked that they report to the Senate on the progress of the Learning Assistance Center.

VI. Announcements and Information Items

A. New and Returning Senate Members
Louis Pippin has been nominated by the caucus of Human Development and Education and approved by the Executive Committee to replace Alice Roberts for the Winter quarter since her schedule will not permit her attendance at Senate meetings. Milo Whitson, since his appointment to Acting Dean of the School of Science and Mathematics, is now an ex-officio (voting) member of the Senate. Returning from leave this quarter are John Lowry and Robert Sorensen.

B. Statewide Academic Senate Report
Barton Olsen, statewide academic senator, announced that new grievance procedures, proposed by the Academic Senate, CSUC, will be sent out to faculty members soon. They should be reviewed with written comments sent to Thomas Johnston, Chairman of the Personnel Review Committee, c/o Academic Senate Office, by January 25.

C. Department Head Evaluation
The Chairman reported that the procedure for evaluation has not been acted upon, but the President's office indicated that there will probably be a decision sometime this week.

D. Dean Evaluation
Robert Valpey, member of the Dean Evaluation Committee, reported that proposals for comment were circulated to the deans and the employee organizations. The responses have been received and considered, and most have been endorsed. The final report is now being prepared and is expected to be completed within a week.

E. Assigned Time for Committee Chairmen
President Kennedy has granted assigned time (0.2 during Winter and Spring quarters) to Joe Weatherby, Chairman of the Curriculum Committee and to Thomas Johnston, Chairman of the Personnel Review Committee. Hereafter, the Chairman of the Personnel Review Committee will receive 0.2 assigned time each Winter and Spring quarters. The Chairman of the Curriculum Committee will receive 0.2 assigned time during the Winter and Spring quarters of even-numbered (catalog copy preparation) years. Acting Vice President Fisher noted that such assigned time is not budgeted as such, and must come from regular instructional positions released to the schools.

F. Special Meeting of Academic Senate
Chairman Alberti announced that on Tuesday, March 5 at 3:15 p.m. there will be a
special meeting of the Senate to discuss the report by the Senate Directions Committee. The meeting will be held in the Staff Dining Room.

G. Committee Appointments
The Executive Committee of the Senate has approved the nominations of R. J. Greffenius to the ad hoc Traffic Management Committee and Barbara Cook to the Environmental Health and Safety Committee.

H. Commercial Services of Interest to Faculty
Information is available in the Academic Senate office on the following commercial programs which may be of interest to faculty:
1. Faculty Home Exchange is an organization which will sign up people to trade homes for vacations.
2. Teachers' Tax Service "assures" faculty members of income tax savings if their booklet is purchased. The book costs $3.00 if purchased individually and $2.00 if five or more copies are bought. A sign-up list will be maintained in the Academic Senate office.

VII. The meeting was adjourned at 4:50 p.m.