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

II. Those in attendance were as follows:

**MEMBERS:**
- Alberti, Robert
- Amazia, Joseph
- Bailey, Roger
- Batterson, Ronald
- Behman, Sam
- Boone, Joseph
- Brown, Robert
- Burton, Robert
- Clarkin, Ed
- Coyes, Frank
- Delany, James
- Eaton, Norman
- Emel, James
- Fierstine, Harry
- Frost, Robert
- Greffenuis, R. J.
- Harden, Sheldon
- Hariri, Mahbud
- Hendricks, Francis
- Hooks, Robert
- Jorgensen, Nancy
- Krupp, William
- Labhard, Leslie
- Lau, James
- McCormac, Weston
- McNeel, Paul
- Nelson, Linden
- Nielsen, Keith
- Olen, Barton
- Olen, Robert
- Olesen, Howard
- Rogalla, John
- Rosen, Arthur
- Saverkar, David
- Scheffer, Paul
- Sorensen, Robert
- Sullivan, Gerald
- Weatherby, Joseph
- Wills, Max

**EX-OFFICIO MEMBERS:**
- Andreini, Robert
- Fischer, Joe
- Gibson, J. Cordner
- Olesen, Cameron
- Serrvati, Owen
- Valpey, Robert
- White, Milo

**GUESTS:**
- Evans, Handal

III. Business Items

A. Directions Committee Report (See Academic Senate Minutes, March 5, 1974.)

The following two motions were carried over from the last meeting:

1. Johnon/Harden - that the Senate accept recommendations 4, 5, 6, 7, 8, 9, 12, 13, and 14 as presented in the Directions Committee Report of February 20, 1974.
2. Rogalla/Rhoads - to amend the motion by deleting recommendation Number 6.

A substitute for the amendment was moved and seconded (Harden/Scales) that recommendation Number 6 read, "Academic Deans are to have less representation on the Senate than at present." The substitute motion was defeated (12 yes, 24 no, 5 abstentions).

A substitute for the amendment was moved and seconded (Rhoads/Scheffer) that the Academic Deans be ex-officio (non-voting) members of the Academic Senate. The substitute motion was defeated (12 yes, 27 no, 5 abstentions).

The original amendment was defeated (9 yes, 26 no, 9 abstentions).

It was moved and seconded (Rhoads/Scheffer) to amend the main motion by changing recommendation Number 12 by adding "substitute persons" in place of "proxy" in the last sentence. The amendment failed (36 yes, 0 no, 5 abstentions).

It was moved and seconded (Scales/Rogalla) that the motion be amended by eliminating recommendation Number 9. The motion was defeated (15 yes, 23 no, 5 abstentions).

It was moved and seconded (Rosen/Fierstine) to amend the main motion by deleting the parenthetical expression in recommendation Number 4.

A substitute for the amendment was moved and seconded (Valpey/Rhoads) that the following sentence be included in the parenthetical expression in recommendation Number 4: "Any department may elect not to be represented on the Senate." The substitute motion failed (6 yes, 30 no, 5 abstentions).

It was moved and seconded (Amazia/Rogalla) to amend the motion so that recommendation Number 6 reads as follows: "There shall be a new form of representation by the Academic Deans on the Academic Senate." The motion failed (30 yes, 30 no, 5 abstentions).

It was moved and seconded (Rosen/Nelson) to amend the motion by including Academic Deans in the administrative group in recommendation Number 8 and specifying the same in recommendation Number 6. The motion passed (26 yes, 11 no, 7 abstentions).

The main motion passed as amended (41 yes, 1 no, 2 abstentions).

It was moved and seconded (Rhoads/Labhard) that recommendation Number 2 be amended to include this statement: "No person should be assigned to concurrent membership on more than one Academic Senate committee except that Executive Committee members may be assigned to that Committee and one other." The motion carried.

B. Final Examination Policy (See Attachment VI-A, Academic Senate Minutes, March 12, 1974.)

Members discussed the background, possible alternatives, and ramifications of the proposed revision as presented by the Instruction Committee.

It was moved and seconded (Fierstine/Rogalla) to approve the recommendation of the Instruction Committee relative to "final examination policy." The motion carried (23 yes, 7 no, 9 abstentions).

C. Faculty Evaluation/CAM (See Attachment III-D, Academic Senate Agenda, April 9, 1974.)

It was moved and seconded (Coyes/Gold) that the Academic Senate approve the Personnel Policies Committee recommendation for the revision of CAM sections 342.20 1 d, 343.18, 344.20, and Form 109, Page 3, IV, "Other Factors of Consideration." The motion carried.
Academic Senate Minutes

D. Appointment of Instructional Department Heads/CAM
   (See Attachment III-D, Academic Senate Agenda, April 23, 1974.)

   It was moved and seconded (Coyea/Burton) to endorse the proposed revision of CAM section 315.5
   "Appointment of Instructional Department Heads" as presented by the Personnel Policies Committee
   (Attachment III-D, April 23, 1974, Academic Senate Agenda), providing for faculty consultation in
   selection of department heads.

   It was moved and seconded (Behman/Rhoads) to amend the motion by eliminating reference to "non­
tenured faculty" in Items B and C of the proposal.

   The Chairman announced that time for the meeting had expired, and this item (with the motion and
   amendment on the floor) will be carried over to the next Senate meeting.

E. Bookstore Policy on Faculty Non-Published Materials
   This item was deferred until the next meeting.

IV. Announcements and Reports

A. New Senate Member
   Thomas Hale (Mathematics) has been nominated by the caucus of the School of Science and Mathematics to
   replace John Lowry who has resigned from the Senate. The Executive Committee has approved that
   nomination.

B. Curriculum Committee
   The Curriculum Committee will meet on May 1 (7:30 p.m.) and May 3 (2:00 p.m.) to review the
   curriculum package from the School of Communicative Arts and Humanities.

C. Faculty Promotions
   (See Attachment IV-C.)
   The President has endorsed the Executive Committee's recommendation to provide additional faculty
   input on 1974 promotion priority lists.

D. Faculty Participation in Commencement
   The President has proposed to the Deans that half the faculty should participate in commencement
   each year.

E. Collective Bargaining Seminars
   The collective bargaining seminars begin May 1. Clay Sommers will be on tape, and Mac Larsen will
   be here in person.

V. The meeting was adjourned at 5:00 p.m.
Memorandum

To: Robert Alberti

Date: April 26, 1974

Copy of: Clyde P. Fisher
Donald L. Shelton
Tom Johnston
School Deans

Subject: Promotion Procedures

ACADEMIC SENATE

APR 30 1974

CAL POLY - SLO

Attached is a copy of a memorandum which I just sent to all deans and department heads as well as the Academic Senate and membership organizations. I appreciate your suggesting the need for clarification of my reference to CAM 342.2 and I have done so.

Prior to allocation of promotion funds to the instructional schools, I gave serious consideration to withholding a portion of the promotion funds to take care of eventualities such as you allude to -- review of PRC recommendations which might result in promotion action. I decided against this because I believed it could be misunderstood by faculty as a move to not utilize available promotion funds to the maximum extent possible. The procedure I have outlined in the attached memorandum will insure that consideration is given to PRC reports in a timely and thoughtful manner without the need for withdrawal or re-allocation of funds presently allocated to the schools.

It is my intent to review, along with other personnel documents, reports of the ad hoc committee established to consult on the matter of establishing school promotion priorities prior to making final decision on promotions.

Thank you for sharing your views on these matters.

Attachment:

Memorandum

To: Deans, Department Heads

Chairman of the Academic Senate and Members of the Executive Committee

and Personnel Policies Committee

and Presidents of Membership Organizations

Date: April 26, 1974

Copy of: Dale W. Andrews
Clyde P. Fisher
Everett M. Chandler
Donald L. Shelton
James L. Landreth

Subject: Faculty Promotions - 1974-75

CLARIFICATION has been requested with regard to the following portion of my memorandum, subject as above, dated April 22, 1974. "In view of the obvious budgetary constraints, I do not intend to grant any exceptions to the promotion eligibility criteria contained in CAM Section 342.2". This should have read CAM Section 342.284 (underlining added for emphasis) since it was my intent to announce that promotions this year would be limited to those faculty members who meet the minimum eligibility requirements for promotion consideration by having completed at least one full academic year of service in the fifth salary step of the presently held rank (which in simple language means no jump step promotions).

Since all available funds for promotion for 1974-75 have been allocated to the schools as indicated in my April 22, 1974 memorandum, I intend to consider the Personnel Review Committee's recommendations on individual cases prior to announcing promotions on May 15, 1974. For this reason, I am asking each school dean to review and consider recommendations made by the PRC on individuals involved in the current promotion cycle prior to finalizing the school's recommended promotion list.

The question has been raised as to whether I will review reports of the schools ad hoc committees which are formed in response to my April 22 memorandum to consider school promotion priorities. It is customary for school deans or others involved in the personnel process to provide me with supplementary backup information which is essential to decision-making. I had assumed that reports of the ad hoc committees would be included as a part of the materials submitted along with the school's recommended promotion list. Reports rendered by the ad hoc committee this year, along with other personnel documents, will be considered prior to making the promotion decisions.
At the April 23 Senate meeting a quorum was not present when the agendized business items were to be considered. Therefore, it is necessary for the Senate to meet on Tuesday, April 30 at 3:15 p.m. in University Union 220 to consider the business items which were scheduled for the April 23 meeting.

It's important that you be there.
HIGHLIGHTS OF THE ACADEMIC SENATE
SPECIAL MEETINGS - April 23 and 30, 1974

Reports

1. The Election Committee reported that the following individuals were elected as shown:
   Senator, CSUC (Statewide Academic Senate) - Michael Wenzl (English)
   Senator, Academic Senate (California Polytechnic State University):
   School of Agriculture and Natural Resources - James Bermann, Luther Hughes.
   School of Architecture and Environmental Design - David Saveker, Joseph Amantia will fill in next year for Ken Haggard who will be on sabbatical.
   School of Business and Social Sciences - Milton Drandell, Weston McCormac, Joe Weatherby, Michael O'Leary.
   School of Communicative Arts and Humanities - Michael Wenzl, Charles Jennings, Lloyd Beecher, Guy Thomas.
   School of Engineering and Technology - Michael Cirovic, Stuart Larsen, Larry Moore.
   School of Human Development and Education - Sheldon Harden, Louis Pippin.
   School of Science and Mathematics - Anthony Buca, Leonard Wall, Reino Hannula, Thomas Hale.

Professional Consultative Services - Marcus Gold, Sarah Niu.

Members, Personnel Review Committee:
   School of Agriculture and Natural Resources - Royce Lambert.
   School of Architecture and Environmental Design - (Committee members will have to be appointed by school caucus.)
   School of Business and Social Sciences - George Eastham, Ewest Miller.
   School of Communicative Arts and Humanities - David Kann, (One-year member to be selected by school caucus.)
   School of Human Development and Education - Erland Dettloff, Dwayne Head.

Actions

1. Senate voted to endorse the Commencement Committee’s proposal (contingent upon approval of ASI) to discontinue the awa•ning of diplomas at commencement exercises and presenting at informal school gatherings “a certificate of participation in commencement exercises.”
2. Senate voted to endorse the report of the ad hoc Traffic Management Committee relative to issuing citations to illegally parked cars and subsequently towing them away.
3. Senate voted to accept certain recommendations of the ad hoc Senate Directions Committee relative to Bylaws changes which would affect the structure and goals of the Senate and its committees.
4. Senate voted to approve the Instruction Committee’s final examination recommendation providing for more flexibility in the type of evaluation which can be used.
5. Senate voted to approve the recommendation of the Personnel Policies Committee for the revision of CAM 340 relative to “Other Factors of Consideration” in Criteria for Promotion, Retention and Tenure so as to exclude specific factors presently listed in CAM.

Announcements

1. The President has (1) delayed announcement of 1974-75 promotions until May 15; (2) requested that a committee be formed in each school, comprised of a tenured full professor from each department to review school-wide priority lists for promotion; and (3) utilized the number of FTE faculty positions budgeted for 1974-75 as the basis for the distribution of promotion funds.
2. The series of collective bargaining seminars designed to acquaint faculty members with the issue and its implications for Cal Poly faculty will be held in the Staff Dining Room on Wednesdays from 3:00 to 5:00 p.m. according to the following schedule:

   Wednesday, May 1, 3:00 p.m.  Collecti'oBargaining: The Issue
   Pro: "Mac" Larsen, Secretary, CSUC Academic Senate
   Con: Clay Sommers, CSUC Dean, Faculty Affairs

   Wednesday, May 8, 3:00 p.m.  Collecti'oBargaining: The Membership Organizations
   Representatives of AAUP, ACSUP, CCUFA, CSEA, UPC

   Wednesday, May 15, 3:00 p.m.  Collecti'oBargaining: An Analysis
   Sara Behman, Professor of Economics
   Homer Hoyt, Associate Professor of Education

3. The President has proposed to the Deans that half the faculty participate in commencement.