I. Session called to order in the Staff Dining Room by Chairman Will Alexander at 3:10 p.m.

II. Those in attendance were:

Elected members:
W. Alexander       M. Gold        J. Lowry        J. Price        M. Smith
R. Anderson        D. Grant       D. Morgan       C. Quinlan      N. Smith
A. Andreoli        C. Hanks       J. Mott         R. Ratcliffe     J. Stuart
M. Brady           S. Harden      D. Nickell      H. Rhoads       D. Stubbs
S. Burroughs       D. Head        M. O'Leary      W. Rice         L. Voss
R. Burton          H. Honegger    B. Olsen        R. Ritschard    J. Weatherby
R. Carruthers      A. James       R. Pautz        J. Rogalla      R. Wheeler
R. Cleath          T. Johnston    J. Peterson     A. Rosen        M. Willis
F. Clogston        L. Labhard     M. Pfeiffer     H. Scales       M. Whitson
R. Frost           A. Landyshev   D. Piper        H. Smith        C. Johnson

ASI Representatives:
T. Turkovich       J. Lemaire

Ex-Officio (Voting):
G. Clucas          J. Ericson     G. Hasslein     C. Gibson
C. Cummins         C. Fisher      A. Higdon

Ex-Officio (Non-Voting) Guests:
D. Andrews         E. Chandler    D. Coats        G. Beatie

III. MSC to approve the minutes of September 22, 1970. (Attendance corrected to include A. Rosen and R. Ritschard.)

IV. Business Items

A. Proposed amendment to the By-Laws regarding Faculty Library Committee membership (see p. 1 - Academic Senate Agenda, October 13, 1970).

D. Grant explained briefly some of the salient background points concerning the need for the amendment. Dr. Grant noted essentially that the change in the size of the committee would increase the efficiency of its functioning.

MSC to approve the amendment as presented in the second reading.

B. Proposed amendment to the By-Laws in regard to Personnel Review Committee disqualification procedures (see pp. 1-2 - Academic Senate Agenda, October 13, 1970).

H. Rhoads discussed committee action on the proposed amendment and the presentation of the substitute amendment (for paragraph "b" - p. 2, Agenda, October 13, 1970).

MSC (H. Rhoads, J. Lowry, unanimous voice vote) to accept substitute amendment. MSC (51-1) to delete amendment "ADD TO PRESENT PARAGRAPH 'b'" as proposed. MS and defeated (32 against, 15 for, 9 abstentions) the proposed amendment "ADD TO PRESENT PARAGRAPH 'c'".
V. Announcements

Chairman Alexander submitted the announcements listed in the Agenda for the Senate's consideration and response. Dr. Alexander noted the addition of Announcement H. as the Senate Committee List for 1970-71. Copies of the list prepared by Vice-Chairman John Stuart were distributed to members present at the Senate session. Mr. Stuart pointed out that the list should have included M. Gold and L. Voss on the Personnel Review Committee and M. Gold on the Constitution Study Committee.

J. Lowry asked for Senate commendation of J. Stuart's contribution. Approved by acclamation.

VI. Information Items

A. Committee Reports
   1. Personnel Policy - H. Rhoads
      a. L. Voss has been elected chairman of the subcommittee to study appointment, reappointment, tenure and promotion procedures.
      b. B. Olsen will chair the subcommittee for the revision of the faculty evaluation form.
      c. A. Rosen was selected as chairman of the subcommittee to study the need for faculty evaluation of administrative personnel and academic department heads.
      d. H. Rhoads discussed the proposed hearings to be held by the committee to determine the need for a statement of policy. Meetings will be Mondays, 3:00-5:00 p.m. in Ag. Room 138 and a draft of the statement will be submitted for Senate approval.
      e. The committee approved the response President Kennedy received from the Chancellor's Office regarding the final form of the personnel files policy on "Open Files."

B. Academic Calendar for 1971-72 - Don Coats
   Mr. Coats discussed several aspects of the calendar and responded to questions from the Senate floor. (See attachment A, Agenda, October 13, 1970.)

C. Faculty Disciplinary and Grievance Procedures - Larry Voss
   Mr. Voss explained the differences and changes in procedures in Title V which allow the Chancellor to take appropriate action effective immediately. (See attachment A, Academic Senate Minutes, October 13, 1970.)

Chairman Alexander referred the new procedures information to the Constitution Study Committee for study and report on the effect the procedures will have on present Academic Senate By-Laws.

D. Statewide Academic Senate Report - Roy Anderson
   Dr. Anderson reviewed some of the items on the Statewide Agenda for its October 15-16, 1970 meeting.
   1. Local campus Personnel Procedures Committees' control should be retained by the respective Presidents.
   2. A proposed resolution suggests that sick leave credit be accrued from the first day of employment and that state health insurance be available to help defray medical expenses incurred during sick leave.
   3. Statewide use of instructional positions shall not include assignment of such positions to administrative functions of a college.
Academic Senate Committees - 1970-1971

<table>
<thead>
<tr>
<th>School</th>
<th>1970-71 Membership</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BUDGET COMMITTEE</strong></td>
<td></td>
</tr>
<tr>
<td>Agriculture</td>
<td>Tom Meyer 1971</td>
</tr>
<tr>
<td>Architecture</td>
<td>Al Draves 1971</td>
</tr>
<tr>
<td>Business</td>
<td>Wallace Burt 1971</td>
</tr>
<tr>
<td>Communicative Arts</td>
<td>James Peterson 1972</td>
</tr>
<tr>
<td>Engineering</td>
<td>Nelson Smith III 1972</td>
</tr>
<tr>
<td>Human Development</td>
<td>Dale Federer 1972--Chairman</td>
</tr>
<tr>
<td>Science</td>
<td>Charles Hanks 1972</td>
</tr>
<tr>
<td><strong>CURRICULUM COMMITTEE</strong></td>
<td></td>
</tr>
<tr>
<td>Agriculture</td>
<td>Herman Rickard 1972</td>
</tr>
<tr>
<td>Architecture</td>
<td>George Ikenoyama 1972</td>
</tr>
<tr>
<td>Business</td>
<td>Joseph Weatherby 1971</td>
</tr>
<tr>
<td>Communicative Arts</td>
<td>Clifton Swanson 1972</td>
</tr>
<tr>
<td>Engineering</td>
<td>Tom Carpenter 1971</td>
</tr>
<tr>
<td>Human Development</td>
<td>Dwayne Head 1971--Chairman</td>
</tr>
<tr>
<td>Science</td>
<td>Howard Walker 1971</td>
</tr>
<tr>
<td>A. S. I. Representative</td>
<td>Jean Lemaire</td>
</tr>
<tr>
<td><strong>ELECTIONS COMMITTEE</strong></td>
<td></td>
</tr>
<tr>
<td>Agriculture</td>
<td>Roland Psutz 1971</td>
</tr>
<tr>
<td>Architecture</td>
<td>Maurice Wilks 1971</td>
</tr>
<tr>
<td>Business</td>
<td>Walter Rice 1972</td>
</tr>
<tr>
<td>Communicative Arts</td>
<td>Murray Smith 1972--Chairman</td>
</tr>
<tr>
<td>Engineering</td>
<td>George Hoffman 1972</td>
</tr>
<tr>
<td>Human Development</td>
<td>Sheldon Harden 1971</td>
</tr>
<tr>
<td>Science</td>
<td>Ronald Ritschard 1972</td>
</tr>
</tbody>
</table>
INSTRUCTION COMMITTEE

Agriculture
John Rogalla 1972--Chairman

Architecture
Benjamin Polk 1972

Business
Howard Smith 1971

Communicative Arts
James Emmel 1972

Engineering
Otto Davidson 1971

Human Development
Stuart Chestnut 1971

Science
Harry Finch 1971

PERSONNEL POLICY COMMITTEE

Agriculture
Howard Rhoads 1971--Chairman

Architecture
Sat Rihal 1971

Business
Weston McCormac 1972

Communicative Arts
Barton Olsen 1972

Engineering
Warren Anderson 1972

Human Development
Sarah Hardeman 1971

Science
Arthur Rosen 1972

A. S. I. Representative
Ken Murray

STUDENT AFFAIRS COMMITTEE

Agriculture
Earl Cosma 1972

Architecture
Andrew Merriam 1972

Business
William Boyce 1971--Chairman

Communicative Arts
James Rice 1971

Engineering
Herbert Miles 1971

Human Development
James Webb 1972

Science
Dave Thomson 1971

A. S. I. Representatives
Paul Banke
Russell Redman
4. Implementation funds of new proposals will be discussed.
5. The size of statewide faculty offices shall be governed by the criterion of "reasonable working space."
6. First readings will be made of such proposals as foreign students' problems, Student Policy Report, and Disciplinary and Grievance Policy recommendations.

Dr. Anderson reminded members that he should be presented immediately with any business items pertinent to the Statewide Academic Senate meeting.

VII. C. Johnston moved for adjournment. J. Stuart seconded. Chairman Alexander so ordered at 4:30 p.m.
## COMPARISON OF SIGNIFICANT FEATURES OF REVISED GRIEVANCE PROCEDURES

<table>
<thead>
<tr>
<th>Project</th>
<th>New Procedures</th>
<th>Cal Poly's 69-70 Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Who may use Procedures?</td>
<td>All Full-time Academic Employees, including those on Leave of Absence.</td>
<td>The same except part-time Academic Employees are not excluded.</td>
</tr>
<tr>
<td>When must a grievance be filed?</td>
<td>Not more than 20 working days after the grievant has learned of the event and not more than one calendar year after the occurrence of such event regardless of the date of discovery.</td>
<td>Up to one year after the grievant learns of the occurrence of the act giving rise to the grievance.</td>
</tr>
<tr>
<td>Grievance Panel</td>
<td>Consists of all Full-time Tenured Professors and Associate Professors assigned at least two-thirds time to teaching.</td>
<td>Three full-time members elected from each school who are tenured and at the Principal rank.</td>
</tr>
<tr>
<td>Hearing Committee</td>
<td>Consists of three members selected by lot from among members of the Grievance Panel.</td>
<td>One member from each school selected by Committee Chairman.</td>
</tr>
<tr>
<td>Disqualification Committee members</td>
<td>The Grievant and those persons listed in Section 5.2 may excuse up to two persons from the Committee without cause; other members selected for the Committee may be disqualified for cause as determined by the President.</td>
<td>The Grievant or the President may disqualify any member for valid reason.</td>
</tr>
<tr>
<td>Representation</td>
<td>No representation permitted unless grievant claims he is incompetent to represent himself and gives reasons satisfactory to the Grievance Committee. Representative may not be an attorney.</td>
<td>May be represented by any person of his own choice.</td>
</tr>
<tr>
<td>Who may attend hearings?</td>
<td>The Grievant, the President, persons listed in Section 5.2, tape recorder operator (if any), witnesses who are presenting evidence, and representatives of not more than two recognized faculty organizations.</td>
<td>The Grievant, &quot;persons directly involved&quot;, their representatives, persons presenting evidence, and an observer designated by the Grievant or the College. If requested by the Grievant, the entire proceeding may be closed.</td>
</tr>
</tbody>
</table>

Attachment A
Ac. Sen. Minutes
October 13, 1970
PERSONNEL REVIEW COMMITTEE (elected)

Agriculture
Emmett Bloom
Frank Thrasher - Alt.
Robert Asbury
Charles Quinlan - Alt.

Architecture
Robert Andreini
William Johnson - Alt.
Dominic Perello
Phillip Overmeyer - Alt.

Business
George Hoffman
Laurence Talbott - Alt.

Communicative Arts
Stuart Chestnut
James Jensen - Alt.

Engineering

Human Development

Science
Robert Frost - Chairman
George Mach - Alt.

Student, ex-officio
Terry Gomes

RESEARCH COMMITTEE

Agriculture
Harry Markos 1971

Architecture
David Saveker 1973

Business
John A. McKinstry 1973

Communicative Arts
Robert Burton 1973

Engineering
Harold Cota 1971

Human Development
Harry Scales 1972

Science
Norman Eatough 1972

Carl Cummins, Dean, Human Development
Don Nelson, Director, Business Affairs
Gene S. Brendlin, Foundation Manager
Howard Burroughs, Director, Research and Development
A.S.I. Representative

LIBRARY COMMITTEE

Agriculture
Gerald Westesen 1971

Architecture
Ameen Noshy 1971

Business
Erling Breckan 1972

Communicative Arts
Robert Huot 1972
LIBRARY COMMITTEE (Cont.)

Engineering
Harry Honegger 1971
Human Development
James Webb 1972
Science
Charles Dills 1972

Michael Emmons, Consultive Services 1971
Dale Andrews, Academic Vice President
Harry Strauss, Librarian

STUDENT PERSISTANCE COMMITTEE

Agriculture
Robert Hooks
Architecture
Thomas Johnson
Business
Mary Jane Kobayashi
Communicative Arts
Max Darnielle
Engineering
William Oliver
Human Development
James Jensen
Science
Hewitt Wight

Rod Carruthers - Graphic Communication, Department Head

FAIRNESS BOARD

Agriculture
Glenn Salo 1971
Architecture
Robert Asbury 1971
Business

Communicative Arts
Robert Cleath 1971
Engineering

Human Development

Science

Student Personnel Division
Student from A.S.I.

COMMITTEE ON INTERNATIONAL EDUCATION

Agriculture
Gordon Van de Vanter
Architecture
Ross Carron
Business
Norman Cruikshanks - Chairman
Communicative Arts
Bernice Loughran
COMMITTEE ON INTERNATIONAL EDUCATION (Cont.)

Engineering  
Warren Anderson

Human Development  
Robert Sorensen

Science  
Glen Noble

Student from A.S.I.  
Library representative  
Student Affairs Division

NOMINATIONS TO COLLEGE-WIDE COMMITTEES

Academic Council - John Stuart
Administrative Council - Sheldon Harden
Advisory Committee on Marine Science and Technology - Tom Carpenter
Athletic Advisory Commission - Charles Elston
Automatic Data Processing - Wayne McMorran
Campus Planning Committee - Tom Meyer
College Committee on Committees - Dean Piper
College Convocations and Speeches Coordination Committee - Rod Keif
College Store Advisory Committee - Roy Anderson 1971 and Bill Troutner 1972
College Union Board of Governors - Bill Johnson 1971 and Harry Finch 1972
Commencement Committee - Barron Wiley
Coordinating Committee for Teacher Education - Tom Johnston
Creative Arts Review Committee - Robert Johnston and Ralph Vorhies
Disaster Committee - Bill Phaklides
Discrimination Study Committee - Nancy Jorgensen
Foundation Board - Will Alexander
Graduate Study Committee - Vic Wolcott
Instructional Materials Program Committee - Herman Rickard
Learning Resources Committee - K.G. Fuller and Erland Dettloff
Off-campus Facilities Use Committee - Paul Dempsey
President's Council - Will Alexander
Race Relations Committee - Robert Hansen 1971 and Mary Jane Kobayshi 1972
Registration and Scheduling Committee - Boyd Johnson

APPOINTMENTS TO STUDENT COMMITTEES

Student Affairs Council - Timothy Barnes
Student Executive Cabinet - Earl Cosma
Student Publishers Board - Keith Neilson

SPECIAL COMMITTEES

Enrollment Quotas  
Daniel Stubbs, Chairman
Derek Price
James Simmons
John Stuart
Tom Dunigan

Faculty Allocation  
Roy Anderson, Chairman
Dave Cook
Edgar Hyer
Lezlie Labhard
Alexander Landyshev
SPECIAL COMMITTEES (Cont.)

Full Utilization
Sarah Burroughs, Chairman
Dick Johnson
Bill Brown
Al Andreoli
Max Riedlsperger
Derek Price

Constitution Study Committee
Corwin Johnson, Chairman
Al Andreoli
Dale Federer
John Lowry
Michael O'Leary
Ron Ratcliffe
John Stuart
Robert Wheeler
Milo Whitson