

CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, CA 93407
ACADEMIC SENATE

Minutes of the ACADEMIC SENATE
EXECUTIVE COMMITTEE MEETING
Tuesday, April 27, 1993
UU 220, 3:00-5:00pm

THIS MEETING IS A CONTINUATION OF THE APRIL 20, 1993
ACADEMIC SENATE EXECUTIVE COMMITTEE MEETING

Preparatory: The meeting was called to order at 3:12pm.

- I. Minutes: none
- II. Communication(s) and Announcement(s): none
- III. Reports:
 - A. Academic Senate Chair: none
 - B. President's Office: none
 - C. Vice President for Academic Affairs: none
 - D. Statewide Senators: none
- IV. Consent Agenda: none
- V. Business Items:
 - C. **Selection of programs to be reviewed by the Program Review and Improvement Committee during 1993-94:** Andrews distributed the Program Review and Improvement Committee's report and recommendations naming the departments selected for review during 1993-1994. The criteria used to identify these programs is also set forth in the document. A motion was M/S/P (Murphy/Gooden) that "the Executive Committee endorse the Program Review and Improvement Committee report and concur with the departments identified therein for review for 1993-1994." It was also M/S/P that the report be placed on the Academic Senate Consent Agenda. Mueller objected to endorsing this report because he wanted to bring it before his caucus before giving approval. Gooden responded that given the criteria used in identifying these programs, adding/subtracting programs to this list would be incongruent with the application of criteria used to identify the programs.
 - D. **Election of members to the Program Review and Improvement Committee (PRAIC) for the 1993-1994/95 term:** Nominees to the PRAIC were submitted to M Camuso who will prepare ballots for the Executive Committee members' completion and return.
 - F. **Engineering Technology discontinuance report:** The Chair distributed copies of correspondence between Vice President Koob and CENG regarding the decision to eliminate the Engineering Technology program. Brown asked if the "previous considerations" mentioned in Koob's memo to Lee of April 20, 1992 would be available to the Senate? He felt access to previous considerations would be crucial to its discussion. What preceded this recommendation? It was moved (Brown/Russell) that "materials that would help identify what the 'previous considerations' used in making the decision to eliminate the Engineering Technology program be requested of Vice President Koob." Murphy wanted to consider the relocation of ET's faculty and some program components to other departments where they would be qualified to teach. Murphy made a motion to support the second recommendation of the committee's report. No second was made to the motion. Another motion was made (Andrews/Murphy) "that the Executive Committee recommend to the full Senate the receiving of the report and the endorsement of recommendation #2 of the committee's report." The motion M/S/P (6-4-1). The wording of recommendation #2 is as follows:
 - 2. If the Administration chooses not to follow the above recommendation, then it is recommended that it:

- a. Plan an orderly phase-out that allows the present students to take their required technical classes over a period of three years (Fall 1992 through Spring 1995) without undue harassment.
- b. Create a long-range course plan by June 1993 so that ET students can plan for registration.
- c. Allow students to graduate with a program that continues to meet ABET standards.
- d. Assist ET faculty in relocating to other Cal Poly departments where they are qualified to teach.
- e. In case of future program discontinuances, every effort should be made to review the program prior to announcing discontinuation.

G. **Strategic Planning Document:** The following motion was M/S/P:

That the Academic Senate Executive Committee recommend the Strategic Plan document as finally modified by the full Senate be approved without further modification; and further, that it recommend the Academic Senate submit the document to a vote of the faculty, with said vote to be "TO APPROVE" or "TO REJECT" the document in its entirety.

A motion was made (Mueller/Johnston) to have the motto "learn by doing" reinserted into the Strategic Plan below the document's title. Brown felt the motion was not appropriate because it changes the sense of the motion which is to approve or reject the entire document. Johnston asked whether it would be possible just to address this additional wording to the Preamble and then approve/reject the document. Mori felt the document should go to the Senate 'as is' and that the inclusion of "learn by doing" was not necessary because it is a pedagogical way of teaching which is well-accepted at Cal Poly whether stated in the Strategic Plan or not. Her feeling as to why it was removed from the document was because it had become a glib phrase. Andrews agreed that it was implicit in the document. Murphy stated the university had sufficient time to discuss the contents of the document and at this point the document should come up for approval or rejection in total. Johnston and Mueller felt this item did not get discussed by the Senate. The motion failed.

H. **IACC report on computing:** A motion was made (Mueller/Dana) to have the IACC's report placed on the next Senate agenda as a Business Item. M/S/P. The wording "conceptual approval" will be added to the resolution which accompanies the report.

I. **Faculty committee to discuss possible vertical cuts:** Dr. Koob has asked that an existing committee or selected group of faculty be designated as a consultative group to discuss possible vertical cuts. He did not want the Executive Committee to be that body because of its size. It was also felt that neither the Budget Committee nor the Program Review & Improvement Committee would be appropriate committees for this type of discussion. Andrews noted the Vice President already had the recommendations of the review committee from last summer and did not need the physical consultation. Many of the Executive Committee members felt the Executive Committee was the most appropriate body to provide feedback to the Vice President. There was also concern that consultation with a few faculty not be considered "consultation with the faculty." Russell suggested the Curriculum Committee might have the best information with which to make those types of decisions. The Chair replied the Curriculum Committee would not have the time for this type of consultation due to the many hours it presently spends on curricular review.

Andrews asked what type of individuals would we want on such a committee? If we go to

the colleges and ask for volunteers, we may not be selecting the most appropriate people. These should be individually selected people. Brown added that there is already a proliferation of ad hoc committees. If we're looking for faculty consultation on an issue like vertical cuts, there has to be a clear mechanism to do it. The President and Vice President can ask the opinions of whomever they want to. But as soon as we form an ad hoc committee and form a procedure to staff that committee, there's a certain authority associated with whatever recommendations that committee puts forward that is different than the Vice President saying "what do you think about such and such?" Gamble agreed that too many ad hoc committees were being formed and encouraged the administration to stay within the existing structure for consultation.

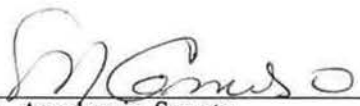
It was agreed that Wilson, as Chair of the Senate, would ask Vice President Koob to tell the Executive Committee what type of information he wanted from the consultative body he's requesting. This will be agendized for the next Executive Committee meeting.

VI. Discussion:

Mori mentioned that a resolution from the statewide Academic Senate existed indicating what role the faculty should play in establishing a Charter Campus of this type. She felt it was important that Cal Poly also draft a resolution indicating what role it would like to play in this matter. It was agreed to agendize the discussion of faculty involvement in the planning of a Charter Campus for the next Executive Committee meeting.

VII. Adjournment: The meeting was adjourned at 5:00pm.

Recorded by:


Margaret Camuso, Academic Senate

Min - Exec 4.27.93

re: Engr Tech Discont report

State of California

California Polytechnic State University
San Luis Obispo, CA 93407


MEMORANDUM

To : Robert D. Koob, Vice President
Academic Affairs

Date: April 27, 1992

File: budconsu.mem.dd

Copies:

From : Peter Y. Lee, Dean 
School of Engineering

Subject : RESPONSE TO YOUR APRIL 20, 1992 MEMORANDUM ON BUDGET ISSUES

In your April 20, 1992 memorandum (A) You are recommending that the budget adjustments be accomplished by the phasing out of the Engineering Technology Department, and (B) You request that the School address two items; namely, (1) "Please carry out the appropriate consultation with your School to arrive at a suitable way to achieve this budgeting goal," and (2) "An alternative, consistent with the mission and goals of Cal Poly, is phasing out any other activities throughout the School that are largely vocational in nature."

The following describes how the School of Engineering consulted with the faculty and highlights the results of the faculty consultation.

- (1) A step-by-step description of the method used in the appropriate consultation with the School of Engineering follows.
 - i. On April 21, 1992, I shared your April 20, 1992 memorandum with all eight department heads/chairs in the School.
The seven department heads/chairs, other than the ET department head, could not find an alternative other than your recommendation to phase out the Engineering Technology Department. However, they agreed they would go back and share your memorandum with their faculty and would turn in a response to me by Friday, April 24, 1992 (Meeting Minutes attached).
 - ii. By 12 Noon Friday, April 24, 1992, I received all seven memoranda from the seven departments other than the ET Department.
 - iii. On Friday, April 24, 1992 at 2:00 p.m. a special Department Heads/Chairs meeting was requested by Kim Davis (ET Department Head) in order to present the ET Department's alternatives to your

memorandum. According to the Department Heads/Chairs meeting Minutes, all seven departments, other than the ET Department, are against the uniform cuts proposed by the ET Department (Meeting Minutes attached).

- iv. I did state that department heads/chairs can go back to their faculty to discuss the Engineering Technology Department's alternatives if they have not already been discussed or considered, and if there are any changes to their original memorandum, they should submit these changes to me no later than Monday, April 27th 12 Noon. I did not receive any changes to the original memoranda submitted by all seven departments.

(2) The following highlights the results of the faculty consultation.

- i. In general, seven departments support your focus of vertical cuts and cannot find an alternative within the School of Engineering other than your recommendation of phasing out the ET Department (memoranda attached).
- ii. The ET Department disagreed and suggested other alternatives (memorandum attached).
- iii. The School of Engineering is one of the most important to the State as it struggles with the economy. Our graduates find employment as engineers. If the April 20 cuts are required, less should come from the School of Engineering.
- iv. Reorganizations in the administration should be considered. The number of non-teaching, high level administrators has increased over the years. If the cuts of April 20 are required, a significant amount of the dollars should come from reorganization.
- v. The Engineering faculty members would be interested to learn what other programs on campus will be phased out, especially for being largely vocational.
- vi. If the final decision is to phase out the ET Department, a gradual phasing out of the ET Department with a period longer than one year would be desirable. This will allow most of the present ET students to graduate and give most of the ET faculty the opportunity to find other positions.

In addition, three meetings were held: (1) Tuesday, April 21, 1992 at 5:00 p.m. a meeting with you, myself and the ET Department faculty; (2) Thursday, April 23, 1992 at 11:00 a.m. Associate Dean Kent Butler attending a meeting with the ET students; and (3) Friday, April 24, 1992 at 5:00 p.m. a meeting with you and the ET Department faculty and students was held.

MINUTES

APPROVED: 4/28/92

Attending: Lee (chair), Butler, Walsh, Davis, Freeman, Murray for Heidersbach, Nowatzki for Hockaday, Kaliski, Mussulman, Sandlin, Wheatley, Dixon (recorder)

A special Department Heads/Chairs meeting was requested by Davis in order to present the Engineering Technology (ET) Department's alternatives to Dr. Koob's memorandum dated April 20, 1992, and to find out the results of each department's consultative input from faculty.

The Dean stated (1) Dr. Koob and the Dean attended the ET faculty meeting which was held on Tuesday (April 21st) at 5:00 p.m. in 21-237; (2) that Butler attended the ET student meeting held yesterday (April 23rd); and (3) a meeting is scheduled for Friday, April 24th at 5:00 p.m. in UU 220 with Dr. Koob and the ET students and faculty to discuss Dr. Koob's memorandum further.

All seven departments, other than ET, have turned in the results of their faculty consultation. All seven departments reported their faculty could not come up with any alternatives regarding Dr. Koob's recommendation of phasing out the ET Department. Davis distributed the Engineering Technology Department's alternatives to Dr. Koob's memorandum for department heads/chairs review and consideration. Davis briefly explained the effects each alternative could have on the School. After Davis presented each alternative, the meeting was opened for discussion.

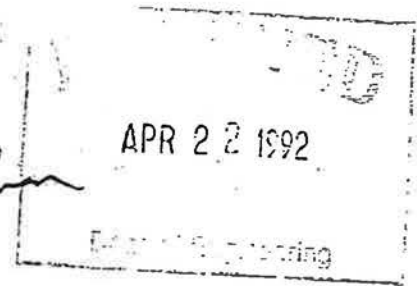
After a lengthy discussion, in general, all seven departments, other than the ET Department, are against the uniform cuts proposed by the ET Department. However, the Dean stated that department heads/chairs can go back to their faculty to discuss the Engineering Technology Department's alternatives if they have not been discussed or considered, and if there are any changes to their original memorandum, they should submit that change to the Dean no later than Monday, April 27th 12 Noon.

MEMORANDUM

To: Peter Y. Lee, Dean
School of Engineering

Copy: ME Faculty and Staff

From: Ronald L. Mussulman, Head
Mechanical Engineering Department



Date: April 22nd, 1992

Subject: ME Faculty Consultation - Bob Koob's April 20, 1992 Memo on Budget Issues

The ME faculty read the Memo and discussed this issue in a meeting on April 21, 1992.

The consensus was that if line positions in the amount of \$656,300 are to be cut from the School of Engineering, then it would not now be appropriate to distribute such a large cut across the School. In this sense, the consensus was that the Engineering Technology Department has to be phased out.

The main concern of the ME Department faculty is over curricular requirements in the engineering programs. We are concerned that the proposed cut will not leave enough resources to phase out the ET Department and meet student demand for required courses in engineering graphics, which are presently taught by the ET faculty. Graphics courses are very important in the Mechanical Engineering curricula, and care must be taken to assure that this cut does not create a new "bottleneck" which impedes students' progress to graduation.

The faculty were impressed that its administration had demonstrated, through this memo, a willingness to recognize its responsibility to provide leadership. Whether this decision is a good one will, I suppose, be demonstrated in time, but the demonstration of the courage to make a very unpleasant decision is recognized.

Exception was taken to the implication that the Engineering Technology curricula are vocation activities. All academic programs serve the dual purpose of education and preparation for professional careers, and this gives any education program a vocational component. If the measure of a program is in the breadth and depth of academic rigor demanded of the students, then there are several Departments on campus which would not be able to match the ET Department. The Mechanical Engineering faculty will be interested to learn what other programs on campus are to be phased out for being largely vocational.

MINUTES

CORRECTED AND APPROVED: 4/28/92

Attending: Lee (chair), Butler, Walsh, Davis, Freeman, Murray for Heidersbach, Hockaday, Kaliski, Mussulman, Sandlin, Wheatley, Dixon (recorder)

1. The Minutes of the April 14, 1992 meeting were read and approved.
2. Cindee Bennett Thompson, Gus Gonzales and Chris Arnold gave a short presentation to department heads/chairs regarding POLY REPS. POLY REPS consists of 30 students from across campus. POLY REPS conducts tours of the campus MWF at 10:00 a.m. and 2:00 p.m.; they will also conduct special tours if requested.
3. Walsh distributed information and application for the Teacher/Scholar: Summer Institute for Faculty in The California State University which will be held June 15-18, 1992 at Pomona. Interested faculty should submit their application to the Dean for approval.
4. Butler announced that he attended the luncheon meeting for the Consulting Engineers Association of California where two students from the School of Engineering were recognized. A total of six scholarships were distributed. Cal Poly received a 2nd and 5th place award. Sharon Marshall (IE) received a \$5,000 first place award; Cliff Atkinson (ME) received a \$1,000 fifth place award.
5. The Dean gave a brief synopsis of the Summer quarter for last year as well as the target numbers for this year's Summer quarter. The Dean requested that departments submit a proposal for this year's Summer quarter which should address who will teach, the costs involved, and the SCU's which will be generated. Each proposal should also factor in Coop assignments. All proposals are due one week from today (April 28th). Discussion followed on ways to save money for Summer quarter.
6. The Dean distributed a memorandum from Dr. Koob dated April 20, 1992 regarding "Budget issues" for departments to review. The Dean prefaced the discussion with the fact that last year's cuts and this year's Phase I cut are now complete. Cal Poly's contribution to the possible Phase II shortfall is \$2.8M to \$3.8M. After consultation with the Academic Senate and CFA, President Baker and Dr. Koob agreed to focus on vertical cuts now rather than uniform cuts. Each school Dean received a similar memorandum from Dr. Koob. Dr. Koob's recommendation to phase out the Engineering Technology Department was based on previous considerations (last year's 14 member committee, etc.). Based on Dr. Koob's second paragraph, the Dean asked each department head/chair if the School had any alternative to the proposed phase out of the Engineering Technology Department. Each department head/chair (seven department heads/chairs beside the ET chair) responded they could not think of any alternative. A discussion followed as to how the consultation process within the entire School should occur. It was decided each department head/chair would share Dr. Koob's memorandum with each faculty member and the department head/chair will then send a memorandum to the Dean summarizing their

department's position/input. The Dean requested that department's respond by Friday, April 24th. Dr. Koob requested all deans to complete each school's consultation process by Monday, April 27th.

MEMORANDUM



To: Peter Lee, Dean
School of Engineering

Date: April 22, 1992

File: consultation

Copies: Chron File
IE Perusal File

From: H. J. Freeman, Chair
Industrial Engineering

Subject: Consultation

I read the memo from the Vice President regarding the vertical cut of Engineering Technology to the departmental committee yesterday, where faculty, staff, and students were represented. After I read the memo, I explained Phase I and II budget cuts and the severity of our situation in the State's budgeting process.

Naturally, there was some surprise, but many of our faculty members were involved in discussions last year about the potential loss of ET. There was general discussion about the memo. One faculty member felt that we are losing sight of what is meant by "polytechnic" and expressed concern that other programs with a learn-by-doing approach could be vulnerable. It seems to me, after the news about Home Economics, that this is indeed true. (Some faculty members expressed to me privately that the faculty in ET were warned about this possibility if they were not able to change quickly to fit the direction the University was moving.) It was generally felt, however, that programs which are professional in nature, such as those emphasizing engineering excellence, will not be in jeopardy. We believe, for example, that the Manufacturing Engineering proposal is a strong one and does move in the direction that the University is going in emphasizing improved quality.

No new alternatives which had not already been discussed at the DH/C meeting were offered.

State of California
Memorandum



To: Peter Y. Lee, Dean
School of Engineering

Date: April 22, 1992

File No.

Copies: MatE Faculty

From: George T. Murray, Acting Head for R. Heidersbach
Week of April 20-24, 1992

Subject: BUDGET ISSUES

This memo is in answer to the communication dated April 20 from Dr. Koob to you. After consultation with all of our faculty, including our Department Head, Robert H. Heidersbach, we have concluded that we do not have an alternative to the recommendation of Dr. Koob regarding the phase-out of the Engineering Technology Department.




MEMORANDUM

To: Peter Y. Lee, Dean
School of Engineering

Date: April 24, 1992

Copies:

From: Doral R. Sandlin, Chair 
Aeronautical Engineering

Subject: Response to Letter from V.P. Koob on Budget

In Dr. Koob's letter on "Budget Issues" dated April 20, 1992, he recommended the phasing out of the Engineering Technology Department to meet requirements for budget cuts. He stated that an alternative is phasing out any other activities throughout the School that are largely vocational in nature.

The department is unable to identify other vocational activities within the School that could be phased out. However, the faculty in the department do feel that there are possible areas outside the school where cuts could be made without having the impact on the School that cutting the Engineering Technology Department would have. An example suggestion is to eliminate 10 units of GE&B from the curriculum. They feel that we are not being given enough information and time to consider alternative cuts.

MEMORANDUM

CAL POLY STATE UNIVERSITY
ELECTRONIC & ELECTRICAL ENGINEERING

TO: Peter Y. Lee, Dean
School of Engineering

DATE: April 22, 1992

APR 23 1992

FROM: Martin E. Kaliski, Chair
EL/EE Department

School of Engineering

CONFIDENTIAL

SUBJECT: DEPARTMENTAL CONSULTATIVE ACTIONS ON DR. KOOB'S MEMO
OF 4-20-92

At the department's TPFC meeting today, Dr. Koob's memorandum was discussed. Although a sketch of this discussion appears in the minutes of that meeting, the purpose of this memorandum is to underscore the salient features of this discussion.

1. The department is not opposed to absorbing selected EET faculty under suitable conditions. These conditions include the following:
 - (a) The faculty members in question must be acceptable to the department.
 - (b) Even in view of the MOU, the seniority of these faculty must not in any way be used to accelerate the potential layoff of our own faculty.
 - (c) A *pro rata* portion of student positions from EET (those positions that have been used to support these faculty in the past) must be transferred over to EL/EE.
 - (d) In a similar vein, a *pro rata* portion of office space, lab space, and office and laboratory equipment must be transferred to our department.
2. The department authorized its Appointment Committee to initiate the potential selection of these faculty, bearing in mind the uncertain environment around us.
3. It appears, at first glance, that those faculty most likely to be acceptable to the department are the two faculty in EET with doctoral degrees.
4. Per your request, it appears that we have approximately two lecturer positions available as well as possibly Dr. Assal's position. It should be underscored that, if these positions are lost to EET faculty who primarily teach (in the short term) EET courses, our department's SCU generation will significantly decline.

Any decisions reached must be confirmed by a majority vote of the Tenured and Probationary Faculty, as you can well understand.

MEK/dr

FACRESP.ET

State of California

California Polytechnic State University
San Luis Obispo, CA 93407

M e m o r a n d u m

To: Peter Y. Lee, Dean
School of Engineering

Date: April 24, 1992

Copies:

From: Patrick O. Wheatley
Patrick O. Wheatley, Chairman
Computer Science Department, X2824

Subject: BUDGET ISSUES

This past Tuesday morning I met with the tenured and probationary faculty of the Computer Science Department to discuss the contents and suggestions of Vice President Koob's memorandum dated April 10, 1992, on the topic, "Budget Issues." The Computer Science Department has tried to identify other activities "that are vocational in nature" that could be cut. Unfortunately, we cannot find one that could effectively replace the specific target, i.e., eliminating Engineering Technology, suggested in the memorandum from the Vice President.

In addition, I felt there was consensus in the department that if there are to be further cuts, they need to be in the nature of vertical cuts rather than any other way. Since these cuts are very difficult, my personal opinion is that the recommendation of the executive committee of CFA be followed (which says that in the case of layoffs in the academic side, there need to be corresponding cuts in the administration of the university and the schools).

APR 24 1992

MEMORANDUM


APR 23 1992

TO : Peter Y. Lee, Dean
Civil and Environmental Engineering Department

DATE : April 23, 1992

FILE : \larsen\koobresp.492

COPIES : Tenured Faculty
Tenure-Track Faculty

FROM : Stuart Larsen, Chair 
Civil and Environmental Engineering Department Tenured Faculty

RE : CE/ENVE FACULTY CONSULTATION OF DR. KOOB'S 04/20/92 MEMO

In our meeting today, the faculty adopted the following motion which provide you with a response of our department:

The Civil and Environmental Engineering Degree Programs are academic and not vocational in nature, and we are unable to identify any vocational programs within the School of Engineering, other than those within Engineering Technology. The personnel cuts already suffered threaten the quality of our academic programs, and any further mandated cuts would result in serious damage to our academic programs.

If the School of Engineering is to suffer the budget cut identified in the April 20 VPAA memo, then it is important that all other schools and all non-academic programs are seen to suffer similar proportionate cuts.


In the event that some of the funds that we cut are returned to the campus, it is essential that they be returned directly to the Schools in the same proportion.

MEMORANDUM

TO : Peter Y. Lee, Dean
School of Engineering

DATE : April 24, 1992

FILE : \cota\koobresp.492


FROM : Harold Cota, Professor
Civil and Environmental Engineering Department

COPIES : Tenured Faculty

RE : DR. KOOB'S 04/20/92 MEMO

I was out of town when our tenured and tenure-track faculty voted on the department's response to Dr. Koob's April 20, 1992 memo. I support their motion but I am concerned that it was too non-specific. I offer three comments:

1. The strength of the Cal Poly "hands on" program has been a blend of vocational education and the approach taken from schools like UC Berkeley. That developed into practical and sought after students. The few ET faculty I know are competent engineers and good teachers. They should have the opportunity to transfer into departments where their expertise can be used.
2. The School of Engineering is one of the most important to the State as it struggles with the economy. Our graduates find employment as engineers. If the April 20 cuts are required less should come from the School of Engineering faculty.
3. Reorganizations in the administration should be considered. The number of non-teaching, high level administrators has increased over the years with no clear advantage to our mission at Cal Poly. If the cuts of April 20 are required, a significant amount of the dollars should come from reorganization.


APR 24 1992

M e m o r a n d u m

To: Peter Y. Lee, Dean
School of Engineering

Date: April 24, 1992

File:

From:  Kim Davis, Department Head
Engineering Technology, x1138

Copies: R. Koob

Subject: ALTERNATIVE SOLUTIONS IN RESPONSE TO R. KOOB'S MEMO OF 4/20/92

The ET faculty, staff, and students emphatically disagree with R. Koob's recommendation.

The ET program produces an "industry-ready" graduate who fulfills a unique role and is in heavy demand by California Industry. Dr. Koob stated in Tuesday's meeting with the ET faculty that he did not mean to imply that the ET program is vocational in nature, although the verbiage used in the memo does imply this. How does a curriculum which requires the use of applied calculus in the majority of its major courses be considered vocational? The idea that the ET program is vocational is absurd and ridiculous! This vocational implication seems to be the only justification given to back his recommendation. The task force committee of last year only recommended that the ET department be reduced in size. This recommendation was carried out. No other justification or reasons have been given as to why the ET department has been the target of this latest budget reduction!

The Phase I proposed budgets for 92/93 indicate that the SENG will be working with approximately the same dollar amount that it is currently working under for the 91/92 academic year. All of the SENG Departments, with the exception of Engineering Technology, had allocated to them the same or, in some cases, more operating funds than their 90/91 operating funds. While this might be somewhat out of line with the national averages, it was certainly an amount not far off, compared to previous years.

The following alternatives should be seriously considered as viable options in lieu of following Koob's recommendation:

1. The \$656,300 targeted by Koob should be uniformly distributed among the SENG departments. Each department's share would be approximately \$82,000. A large percentage of this amount could be recouped by charging each student a moderate lab fee. The present guidelines associated with lab fees should be modified to allow departments to use the lab fee funds as they see fit. For example: O&E, equipment, maintenance, etc. The ET Department generated 2,580 SCU's during the 91/92 academic year by labs alone. If each student was charged a \$20 lab fee, then \$51,600 would have been generated. The remaining \$30,400 needed to complete the budget cut

could come from lecturer positions and/or staff positions (clerical, technicians). This would eliminate the need to layoff tenured and tenure-track faculty and also keep a highly technical and professional Engineering Technology program. With the SENG's present 91/92 operating budget, coupled with the added lab fees, I wouldn't be surprised if this aligned the SENG with the national average mentioned by Koob. If the hypothetical budget does indeed become a reality, the lab fee fund could be used to offset the \$82,000 amount each department would face. Using the same SCU number given above, the complete \$82,000 could be made up by increasing the lab fee to \$32.

The lab fee idea should not be looked upon as just a source of income for departments to generate. Remember, the lab fee places an additional burden on the students. But, I feel this is a viable alternative to a bad or temporary situation.

2. If viable justification can be demonstrated through the Academic Program Review Process that the Engineering Technology department should be reduced or phased out, then the following recommendations should be exercised:
 - a. To further reduce the ET programs: Move the Engineering Technology programs and faculty into other SENG departments. Scale down the Engineering Technology programs through a gradual attrition, retirements, etc. Programs would be administered by the host department. This allows flexibility in faculty teaching and it also will continue to provide quality technologists to industry.
 - b. To phase out the ET program: Move the Engineering Technology faculty, tenure rights and security, into other SENG departments. Gradual phase-out of the Engineering Technology program would occur over a three-year period. As the Engineering Technology courses diminish, faculty loads would be offset with host department courses. This would allow the present Engineering Technology students the opportunity to graduate under the Engineering Technology program, which is why they chose Cal Poly in the first place. The host engineering departments could strengthen their program by the use of the application-oriented Engineering Technology faculty. This would help give the engineering curriculum the application flavor which they seem to be moving toward. The longer phase-out period will allow the majority of the present Engineering Technology students to graduate.

Other alternatives:

3. The University could save dollars by mandating or allowing all faculty a leave of absence without pay during the conference week of Fall quarter. For example, with a \$56,000 salary base, a week's salary is \$1,077. 1,000 faculty would represent \$1.08 million savings. If administration and staff were included, then further substantial savings would be realized.

CAL POLY

CALIFORNIA POLYTECHNIC STATE UNIVERSITY
SAN LUIS OBISPO, CA 93407

OFFICE OF THE VICE PRESIDENT FOR ACADEMIC AFFAIRS
(805) 756-2186

To: Peter Lee, Dean
School of Engineering

Date: April 20, 1992

Copies: Charlie Crabb

From: Bob Koob 

Subject: Budget issues

The President has determined that the funding reductions that brought us to the Phase I budget submitted to the CSU Chancellor pose a significant threat to the quality of academic programs here at Cal Poly. One problem is that the ratio of non-personnel to personnel expenditures is seriously out of balance compared with just a year ago. It was widely recognized even then that our operating and equipment budgets were well below national averages for comparable institutions. To redress that shortcoming, I am asking you to identify position lines equivalent to \$656,300. If those position lines are occupied, please notify Charlie Crabb immediately so that proper procedures may be followed in the event lay-off becomes necessary. If funds are available in the 92-93 budget, these dollars will be reallocated to your School in O&E categories.

Please carry out the appropriate consultation with your School to arrive at a suitable way to achieve this budgeting goal. Based on previous considerations, I am recommending that you achieve the above adjustment by phasing out the Engineering Technology Department. An alternative, consistent with the mission and goals of Cal Poly, is phasing out any other activities throughout the School that are largely vocational in nature. If you are able to identify alternative vocational activities that would make it inappropriate to admit additional majors this Fall, please tell me by May 10 so that incoming students can be notified.

I recognize the importance of Engineering to Cal Poly and to California. I believe this recommendation is in the best interest of your School in the long term.

Smith - Exec 4.27.93

MOTION

I MOVE:

The Academic Senate Executive Committee recommends the Strategic Plan Document as finally modified by the full Senate be approved, without further modification; and further recommends the Academic Senate submit the document to a vote of the faculty, with said vote be "TO APPROVE" or "TO REJECT" the document in its entirety.

Hins - Exec 4-27-93

TO: THE ACADEMIC SENATE EXECUTIVE COMMITTEE
FROM: Program Review and Improvement Committee
Subject: Report and Recommendations

The Committee recommends the following departments for review during 1993-94:

- Physical Education
- Ornamental Horticulture
- Biological Sciences
- Dairy Science
- Journalism
- Art and Design
- Agriculture Engineering and AET
- Landscape Architecture
- Industrial Technology
- Industrial Engineering
- Agriculture Education
- Liberal Studies
- UCTE

These departments were identified using a variety of criteria. Some are included because they have programs for which accreditation is possible, but is not being pursued. This is contrary to CSU and University policy.

Others were selected based upon the following "key indicators":

- First-time-freshman SAT
- First-time-freshman reported GPA
- Number of applications
- Number admitted of those that applied
- SCU generated/taught
- SCU/faculty
- Cost per SCU

Indicators considered, but found to be inapplicable were:

- Gender
- Grading distribution
- Diversity
- Time to graduation

The quantitative data used was from Institutional Studies and the financial data came from Associate Vice-president Crabb's office. All parties undergoing review will have the opportunity to discuss the data with the Review Committee.

The Committee further recommends the selection of new committee members be made in the Winter quarter and the programs selected for review be identified a minimum of two years prior to the year of review.

Some departments/programs selected are currently accredited, but the time for their next review is in the distant future. The Committee was of the opinion the review should be conducted toward

the middle of the accreditation period in such instances.

Finally, others were selected because a similar program had been identified for review next year. Such was the case with education programs.

The Committee recommends, that starting with 1993-94 reviews, the reviews be by departments. This will permit a more comprehensive review and will avoid the problem of allocating direct instructional costs between programs. Further, when more than one degree or program is offered through a department, it would be possible to have a detrimental workload for one program, thus possibly justifying an enhanced budget, while the other program in the department was "fat".

The Committee further recommends accredited programs be reviewed the year following receipt of the accreditation report. The logic to this recommendation is that an outside evaluation of experts in a given field will be of value to the Review Committee in its assessment.

The Committee recommends the following time-schedule for review of accredited departments/programs:

1994/95

- Forest Resources Mgt, NRM, and Recreation Administration
- Architectural Engineering
- Architecture
- Civil and Environmental Engineering

1995/96

- Interior Design
- City & Regional Planning (BS and MS)
- Computer Science
- Mechanical Engineering