

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

Minutes of the
EXECUTIVE COMMITTEE of the ACADEMIC SENATE
Tuesday, ~~November 5, 1991~~ *December 3, 1991*
UU220, 3:00-5:00 pm

Members present:

<u>Member</u>	<u>Dept</u>	<u>Member</u>	<u>Dept</u>
Andre, Barbara	StLf&Actvs	Mori, Barbara	SocSci
Andrews, Charles (C)	Actg	Murphy, James	IndTech
Bertozzi, Dan	Bus Adm	Russell, Craig (Secty)	Music
Botwin, Michael	Arch Eng	Shelton, Mark	CropSci
De Mers, Gerald	PE/RA	Vilkitis, James	NRM
Devore, Jay	Stat		
Gamble, Lynne (VC)	Library	Camuso, Margaret	Senate Staff
Gooden, Reginald	PoliSci	Rogers, John	Business
Irvin, Glenn	AVP	Roper, Susan	Dir. of UCTE
Kersten, Timothy	Econ		
Koob, Robert	VPAA		
Lomas, Charles	EngrTech		

Preparatory: The meeting was called to order at 3:10 pm.

- I. Minutes: The minutes for the November 5, 1991 Academic Senate Executive Committee meeting were approved with the following revisions. On Item V.C. (p. 4 of the agenda) the bottom paragraph should read "*C. Andrews* distributed a handout . . . (instead of "*James Murphy* distributed a handout . . ."). On Item V.D. (p. 5 of the agenda), the motion should read that "the issue be sent to the *Registration and Scheduling Committee* [not the Student Affairs Committee]." On Item VI.C., the second sentence should read "The *committee* requested [not "he requested . . .]." The next-to-last sentence of that same item should read "Caucus chairs will send nominations to *J. Culver* [not J.Vilkitis]."

II. Communications and Announcements:

- A. Memo from Kerschner to Presidents regarding the Department of Defense exclusion policy (see pp. 6-9). R. Gooden inquired whether or not discrimination on the basis of sexual orientation was allowed in the California National Guard.
- [B.] The Senate Office has received information regarding the 6th Annual CSU Student Research Competition that will be held May 1 & 2 at San Francisco State. Five copies of the student's written research abstract are due by March 23, 1992. M.Shelton requested that the caucus chairs be sent a copy.

III. Reports:

- A. Academic Senate Chair. C. Andrews met with Pres. Baker & V.Pres. Koob on Dec. 2. Pres. Baker expressed interest in the progress of Senate activities, including the communication on sexual harassment he had received from the Senate (developed by the Status of Women Committee), discussions on year-round operation, and the progress on Program Review.
- B. President's Office - none

- C. Vice President for Academic Affairs' Office. R.Koob explained the Enrollment Management Model. We discovered last year that items had occurred that seemed unconnected and that there were several "surprises" or "leaks" in Enrollment Management System (ERS). We thus tried to come up with a model that would tie together the various pieces and look at issues of university interest such as change in school size. The Deans' Council asked that R. Koob make a proposal to capture their views. Yesterday (Dec.2) we made a proposal that the Council felt did meet our goals. Those goals were to "avoid leaks and make any changes small ones so there would be no major discontinuities in the university's flow of business."
- The proposal created a decision tree: the following hierarchy of factors would predominate in assigning slots to a different school.
1. Historic Size. 80% of a school's enrollment in a future year is dependent on the previous year.
 2. University Interest Admits. Here is the major policy change. In the past, the university-interest admits competed for spots with other students within the allocation of a given school. Thus, the university-interest admits dominated—in some departments particularly—the actual admissions to that department. Now we will "float" those admits off the top of the university as a whole and not charge them against the school. This will change the size of certain schools depending where those university-interest admits choose to go. J.Devore asked who constitutes the university-interest admits. R.Koob responded that about hundred are athletes, and most are Educational Opportunity Program (EOP) admits—individuals who are economically disadvantaged—who get admitted outside of the Multi-Criteria Admissions (MCA). It turns out, that all of the EOP admits are CSU-eligible. There are about 250 students under EOP, and 50 "specials" [i.e. disabled student admits, relatives of staff, etc.].
 3. Planned Change. This deals with whether or not a school ought to grow or reduce, & it is a complex function of relevance to the mission of the university, demand for the program, placement possibilities for the students, & other such factors. Since we have floated university-interest admits causing an automatic change in size in some schools, we have damped the planned-change factor to ensure that we do not change too rapidly.
 4. School Choices. This involves such things as: the number of internal transfers; the mix between first-time freshmen, transfer students, and graduate students; dean's special admits; guaranteed contracts; etc. We have asked that information be shared between schools because there is an interactive effect and a decision by one school to accept internal transfers, for instance, can have a great impact on the other schools. J. Murphy asked how much unplanned shifting occurs as a result of such things as internal transfers. R. Koob stated that this year there was a dramatic shift with one school losing 200 students in May and another school gaining 200. Also, the new ERS asks that a dean inform everyone if his school decides to accept more freshmen as opposed to transfer students since newly admitted freshmen take most of their courses in Liberal Arts and Science & Math as opposed to their "major" school. Thus, an increase in freshmen impacts those schools regardless of the student's major.
- D. Statewide Senators. R. Gooden advised all to read carefully the most recent issue of the *CSU Academic Senate* in which Sandy Wilcox discusses alternative ways to build a budget. There also is an interesting interview with the new chancellor. T. Kersten observed that a new budget process is being developed under two different committees: the Budget Development Committee deals with issues of how to present our budget at the state level in a more effective way. The Allocation Committee will deal with resource allocations within the CSU system—this the committee that could most dramatically effect Poly. Kersten felt the Budget Development Committee should be dealing more aggressively with strategies to present our case to the legislature: instead, this committee has pursued a course that is "revenue neutral." Kersten asked one of the vice chancellors to come up with a way

to measure our cost or revenue per FTE student on some sort of historical basis in order to measure the current year's environment against a more "normal" environment. When this was done it was highlighted for the Board of Trustees that we are now looking at tremendous enrollment caps, or reductions system-wide, and/or unsustainable program levels. The Board thus decided to shoot for a budget where the enrollment against total resources for the system would keep our cost for FTEs at about \$6500 (which is about where it is today). On some campuses, this budget decision will necessitate that they cut staff and faculty. The Board is aware that we must reduce enrollments system-wide or find new sources of money.

J.Murphy asked if any campuses have had to lay-off tenured faculty. Kersten replied affirmatively that San Diego and Chico have had lay-offs. He added that the budget problems will be exacerbated by the indirect instruction category in the new contract. Next year there will be a shift from 12 WTU in the classroom to 11 plus 1 unit of indirect instruction. The next year will be divided as 10 in the classroom plus 2 of indirect, followed again the ensuing year by a division of 9 plus 3. Since indirect instruction does not generate any student enrollment, the impact for implementing indirect instruction on some campuses will necessitate the elimination of many sections of classes. R.Koob added that we are presently at 12.01 WTU on campus: thus a reduction of 1WTU is effectively a one-twelfth budget cut.

J.Devore asked if the reduced enrollment statewide would cause a change in the policy of CSU accepting to top 33% of the high school graduating class. T. Kersten replied that although the top 33% have been eligible, in the past we have only accepted 10% since many in that top-third have chosen to go to UC, community colleges, etc. Right now, however, CSU will have to cut back from 10% to 9 or 8%. Thus, when we cannot admit the people we say we are going to admit, then that becomes a public policy issue. The people who will be most affected by cutting back enrollments from 10 to 8% will be minorities: that raises many questions concerning educational equity.

- E. John Rogers, Chair of Academic Senate Budget Committee. J.Rogers observed it has been hard getting information to evaluate in a meaningful way the ramifications of year-round operation. For example, it is difficult to determine how a faculty position is related to the budget. With respect this problem, R. Koob explained that we are allocated a number of faculty positions funded at some arbitrary level: we then must translate those positions into real dollars. Since the university is allocated *positions* and is not directly allocated *dollars*, the state has been taking away undesignated dollars "off the top" without figuring out how that will impact positions. We still do not know the budget for Cal Poly for this year—and we are 5 months into the fiscal year.

Returning to a discussion of year-round operation, J. Rogers explained that some committee members sensed it would be cheaper to add more students during the regular year than to go year-round. Secretarial staff would have to be employed for 12 months instead of 10. Maintenance costs would go up non-linearly. He clarified the committee determined we are not presently on year-round operation because we are not fully or adequately funded for the summer quarter. J.Vilkitis echoed that stance, indicating there is a fundamental distinction between a year-round *calendar* (which we presently have) and year-round *operation*. C. Andrews observed the Chancellor's office has now officially admitted that presently we are not funded for year-round operation. Rogers summarized that the committee is putting together a report on year-round operation, but it will take some time. He then expressed deep concern about what is going to happen in July with an expected budget cut of approximately 7% (not including inflation). R.Koob has assured the committee that we will try to hold the ratio: 90% tenure-track positions and 10% lecturers. Thus if we have to absorb further budget cuts it reduces the chance we will have to lay off tenure-track faculty. R.Koob related that the governor's line-item vetos (after the budget agreement was struck) made significant differences in the dollars available to the campuses. By absorbing and distributing that budget cuts across the campus with such things as health reserves we avoided having to lay off tenure-track faculty. Koob further

clarified that early retirements affected the ratio. The Chancellor's office held back the funds for positions from early retirements this year, but those positions will "reappear" next year. J.Rogers observed that the Budget Committee would prefer an 80/20 mix as opposed to the present 90/10. M.Shelton inquired if the 80/20 ratio would apply to the school level or the department level. Koob responded that his concern was only school-wide. J.Murphy explained that if a school uses some or all of that 10% to meet a budget reduction and then in following years has to take further reductions, a downward spiral is created since the [tenure-track] positions are left unfilled in order to maintain the 90/10 or 80/20 ratio.

D.Bertozzi asked what impact a 7% budget reduction would have on our campus. Rogers estimated that would translate into a loss of approximately 50 positions. Koob added that a 7% cut would be c.\$7 million—that reduction would necessitate significant programmatic changes which in the end would mean the eventual loss of tenure-track positions.

L.Gamble asked if a freeze on tenure-track faculty was wise. Koob illustrated that such a freeze would be illogical. Using several examples, he showed that it would cause enormous delays in graduating students out of the university. All a freeze would do is swell the ranks of the retained and reduce access further for students to get onto campus.

- F. Marlin Vix, Academic Senate representative to the Athletic Advisory Commission (AAC) [Vix's report postponed until next meeting]. C.Andrews expressed frustration that the AAC has not had a meeting since September 30, even though there recently had been the referendum concerning student fees and athletics on campus. R.Koob stated the President has just recognized the need to plan for the changes caused by passage of the referendum. He has put together a task force to help determine the type of mechanism for oversight of athletics in the future. The Task Force would include: the chair of the Athletic Advisory Committee; the chair of ASI; the chair of the IRA Board; the three Vice Presidents (Business, Academic Affairs, & Student Affairs); and a few others. He explained that the reason the AAC did not meet was that there was not really anything for them to do until they found out whether or not the referendum had passed. The President also made a commitment that students would have a stronger advisory role. C.Andrews expressed concern that the chair of the AAC might not be a faculty member; in which case there would be no faculty representation on the new task force. B.Mori asked if the upcoming change has impacted on the budget in a way that allocates a certain funding level for athletics that cannot be modified. Koob responded that there is an implied contract with the students implied by passage of the referendum. They will not be asked to take further cuts. He explained that under the current structure athletics will generate more positions than it will use. It is the richest formula on campus.

IV. Consent Agenda - none

V. Business:

- A. Academic Senate committee vacancies: ANN MORGAN was unanimously approved to serve as the SPS representative on UPLC.
- B. Appointment needed to the CSU Academic Council on International Programs (ACIP), '92/93-'94/95 term (p. 10). B.Mori explained that the applicant should be prepared to serve as the "rep" on campus for International Programs and market it. It is time-consuming. C. Andrews requested that caucus chairs bring their nominations on January 14.
- C. University Center for Teacher Education request for representation on the Academic Senate. J.Murphy moved (2nd by Mori) that we approve their request. The motion passed unanimously. The senator for UCTE will be PAT MULLIGAN.
- D.1. University Center for Teacher Education request for representation on the Program Review Criteria-setting Committee. J. Murphy observed that it is too late: there is a time problem in that the committee is almost ready to turn in their response. J.Vilkitis observed that the Executive Committee has previously asked that the implications of committee representation be studied by one of the committees. We need to develop a policy statement. M.Botwin

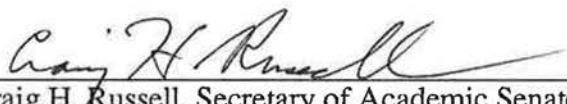
suggested that we pick 7 committees for representation and that those 7 committees shift from year to year (as opposed to letting a center or institute pick which ones it will fill).

- D.2. Appointment of the GE&B Blue Ribbon Subcommittee—J. Vilkitis, co-chair of GE&B Committee. Names had been submitted by the caucus chairs for election to the GE&B Blue Ribbon Subcommittee. The elected members were D. Williamson (Economics); J. Harrington (English); J. Harris (NRM); L. Freberg (Psychology); R. Mussulman (M.E.); J. Mueller (Math); L. Davidman (UCTE); A. Aloni (ASI); and G. Irvin (Administration). It was anticipated that a candidate from the School of Architecture & Environmental Design would come forward during the winter quarter. Vilkitis moved (2nd by J. Murphy) that the names be approved as members of the GE&B Blue Ribbon Subcommittee. The motion passed.
- E. Resolution on Full-Time Academic Employees—De Mers, chair of Constitution & Bylaws (p.11). G. De Mers made the correction on p. 11 that it should read "31b" as opposed to "3ib." Botwin moved (2nd by De Mers) that this resolution be placed on the consent agenda for the forthcoming Senate meeting. The motion passed.
- F. Resolution on Academic Senate Bylaws Relating to Vacant Positions—De Mers, chair of Constitution & Bylaws (p.12). Botwin moved (2nd by De Mers) that this resolution be placed on the consent agenda for the forthcoming Senate meeting. The motion passed.
- G. Resolution on Reinstatement of Senators—De Mers, chair of Constitution & Bylaws (p.13). J. Murphy moved (2nd by Gamble) that this resolution be placed on the consent agenda for the forthcoming Senate meeting. The motion passed.

VI. Discussion:

- A. Academic Senate Bylaws change regarding the requirement for a "majority" vs. a "plurality." C. Andrews observed that there had to be 3 or 4 elections in Architecture because no candidate received a majority. There would have been no change in the results if we had gone by plurality.
- B. Discussion of Program Review Committee structure, size, etc. by Program Review Criteria-setting Committee. C. Andrews said they are working on it. Vilkitis asked if individuals who served on the Program Review Committee last year should be ineligible to serve this year.
- [C.] Botwin asked if the issue has been cleared up voting status of individuals on "pre-retirement" who are on a reduced time-base. He questioned whether or not they should be eligible to vote at a school and department level.

VI. Adjournment at 4:57.


Craig H. Russell, Secretary of Academic Senate

Jan. 7, 1992
Date