

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

Minutes of the
EXECUTIVE COMMITTEE of the ACADEMIC SENATE
Tuesday, January 14, 1992
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
Botwin, Michael	Arch Eng	Peach, David	Mgmt
De Mers, Gerald	PE/RA	Russell, Craig (Secty)	Music
Devore, Jay	Stat	Shelton, Mark	CropSci
Gamble, Lynne (VC)	Library	Vilkitis, James	NRM
Gooden, Reginald	PoliSci		
Irvin, Glenn	AVP	Camuso, Margaret	Senate Staff
Koob, Robert	VPAA		
Lomas, Charles	EngrTech		

Preparatory: The meeting was called to order at 3:13 pm.

- I. Minutes: The minutes for the December 3, 1991 Academic Senate Executive Committee meeting were approved with a single revision: the date should have read "December 3" instead of "November 5."
- II. Communications and Announcements:
 - A. Faculty Director for the Institute for Teaching and Learning: there were no nominations.
 - B. Academic Senate of the CSU Resolution on Opposition to AB 2134. J. Vilkitis noted that this resolution passed the CSU Senate with two additional "whereas" clauses and one new "resolved." He will send a copy of the final revised resolution to the Academic Senate office. M.Botwin asked whether or not anyone from the Academic Senate of the CSU was lobbying in Sacramento. R. Gooden responded that the Executive Committee and Governmental Affairs Committee from the statewide CSU Senate include lobbying as one of their charges.
 - C. Academic Senate of the CSU Resolution on Affirmative Action Recruitment and Retention Incentive. J.Vilkitis observed that concern was expressed on the floor of the statewide CSU Academic Senate over the word "may" as it appears in the Memorandum of Understanding Section 16.2—they felt that "may" gave too much latitude to the president and that a stronger term such as "should" was more appropriate. C. Andrews has asked Anna McDonald for a review of the results of our affirmative action efforts on campus for the past five years.
 - D. Ad Hoc Committee to Review the State of Computer Literacy. R.Koob stated that a group of faculty members had approached the IRMPPC—the president's committee dealing with computer policy on campus—and asked that they review computer literacy on campus. The committee correctly identified that as *not* one of its functions since it does not deal with curricular matters. Nevertheless, the IRMPPC endorsed the need for some sort of comprehensive review of computer literacy so that it could provide relevant material to the appropriate Senate committees. C.Andrews expressed the hope that the deans would get faculty consultation on such matters, just as they do with math literacy. There are several

challenging tasks, such as deciding precisely what level constitutes "competency," what skills should be required and where those skills should be demonstrated as an exit requirement for graduation. M.Botwin observed that these issues overlap Area F of GE&B requirements.

- E. American Freshman Survey: Glenn Irvin stated he had spent considerable time at UCLA looking into issues of data collection and assessment. He felt we have inadequate information about our students, especially with regard to tracking through the system. He feels we should tie ourselves in with the annual survey conducted by the Higher Education Research Association: it would provide considerable information about our entering classes; it would give us the ability to compare our institution against the state data base and national data base; and it would also be of great longitudinal value. It is inexpensive—about one dollar per questionnaire form and about \$250 to process the data each year. R.Swanson, R. Koob, Hazel Scott, and the Academic Affairs staff all agreed that it was a good idea. M.Botwin suggested we send the information to the Student Council. C.Andrews stated he will send it to the Student Affairs Committee. R.Gooden asked how this compares with the SNAPS survey presently used on campus. G.Irvin explained that SNAPS is not done regularly and has limited use.
- [F.] Scores on ELM. C.Andrews reported that the Chancellor's office has determined what basic scores will exempt a student from the ELM exam: a score of 3 on the College Board Advanced Placement Mathematics Exam; 560 on the SAT Math Exam; 27 on the ACT Math Exam if taken before October 1989 and 28 if taken after that date; and 560 on the College Board Mathematics Achievement Test.

III. Reports:

- A. Academic Senate Chair. C. Andrews expressed concern over the impact of a reduction of course load from 12 units to 11 and eventually down to 9 units [as those course-load units are transferred over to 'indirect instruction'] and how those reductions can be accommodated. He also stated that we need to examine how to accelerate our students' progress through the degree programs. The Senate needs to examine how to improve programs to improve graduation rates. He questioned whether it was absolutely imperative for a B.S. degree to have 198 units. He observed that the pool of applicants at Cal Poly has dropped by 2,500 from two years ago—and if we have a fee increase of 30-40% then we may have to adjust as well to maintain enrollments. M.Botwin stated the issue was extremely complicated: he felt that a possible reason for the reduced number of applications is because white males do not apply because they know they will not be admitted. C.Andrews then wondered how many 198-unit degree programs we would have if the budgeting formula only budgeted for 180 units. M.Botwin interjected that there is a problem with the funding process and required electives. He explained that we are rewarded by the funding process for the accumulation of units towards your own major. C.Andrews agreed that possibly we are rewarding inefficiency or the elongation of a program. R. Gooden asked if there is any feedback from industry that our graduates are *overtrained*? C.Andrews replied that during a meeting of the President's Cabinet, person after person in the engineering fields criticized our engineering program for having so many units for a bachelor's degree when our students would be better served if the extra units were for a master's degree. The faculty in engineering disagree with that stance because the recruiters coming on campus are hiring our people because of their extensive technical skills. R. Gooden did not see a lot of give unless we transfer units to a grad program. J.Murphy stated the average time for graduation in the CSU system is 5 and 1/2 years; he then asked whether that statistic inferred that it would take transfer students from a junior college 5 and 1/2 years to finish the last two years of a degree program. R.Koob then explained it was extremely difficult to take students who enter under such different conditions and extrapolate backwards to achieve a *single* number or statistic that is meaningful. J.Murphy affirmed that the issue is extremely complex and that there are *many* issues that affect graduation rates, not just one or two. L.Gamble expressed that it was

unfair to students and parents for a 4-year program not to be a 4-year program. D.Peach stated we need to explore more solutions than just simply reducing the number of hours. There are other aspects of this complex problem such as the size of the program and when classes are offered. Some programs are so small that we cannot possibly offer a particular course except every one or two years. When the class is not offered, it throws the student's schedule out of alignment and delays his or her graduation. One solution to the problem, then, is *not* to offer programs that are so small that they cannot offer the necessary courses to get a student through in four years. Glenn Irvin added that students would like to get out in a more timely fashion. He added that this is more of a problem in California than the rest of the nation. L.Gamble asked whether we had available data or information that would help us compare other schools and departments. R.Koob responded that we have immense amounts of data but a paucity of actual information. In his experience in the CSU system, inter-campus comparisons have been difficult.

- B. President's Office - R. Koob recently met with the management staff and the Dean's Council in an attempt to come up with a mechanism to frame next year's budget planning. Recent newspaper articles have been a little misleading for they gave the impression that CSU got a 1.1% increase in dollars including a 40% fee hike. According to the Chancellor's office we received a 1.1% increase but *not* distributed across the system. The increase can go to areas where there has been growth—which does not include Cal Poly. Thus our budget this year is the same number of dollars for the same number of credit units [as last year]. The President's Council has recommended a 40% fee increase: if the increase is put in place that would be approximately \$93 million on top of the Governor's budget. According to the Chancellor's office calculations, that would be a real increase in the dollars for the individual campuses but not sufficient to meet real increases in cost. According to an article in the *Telegram-Tribune* the fee increase would allow for a Merit Salary Adjustment (MSA). That sets a planning horizon for us on a dollar base of somewhere between -5% to a +5% of the current budget dollars. No fee increase coupled with real increased costs would diminish us from zero by some amount, roughly 3% to 5%. Thus -5% is a bottom line. A real dollar increase as a result from fees would not exceed 5% in real dollars. Frank Lebens and Howard West agree with this assessment. The current budget we have defined is that of January 1. The planning horizon adopted by both the management staff and the Dean's Council is that each unit—be it a school, program, or administrative unit—plan for a budget set at 95% of the current level. A unit could then submit a budget-change proposal to enhance their level of service or change programs, etc. The campus would then fund those proposals up to the level of whatever amount actually comes in. Thus we start out planning for what we think is the worst case and then adding to that, either with the restoration of services or addition of new services if we think they are more important. In effect then, we plan from the bottom and then add back as dollars come in. The sources of information we would like to have to do that are to be gathered by consultation either through the line structure or through the Senate structure. The deans have been asked to consult with their faculty in building their 95%-based budgets and proposing budget changes above that. At the same time the Senate, through its Budget Committee and Program Review Committee, has embarked on gathering information that will help advise the process this year. We have asked the academic and administrative units to have their proposals ready by March. We could then be able to propose to the campus and president a budget around April 1 which would give us time to review it. The attempt is to minimize the upset, concern, and lowering of morale that goes with uncertainty. The April deadline will allow for substitute proposals to be put forward and to put rumors to bed early. M.Shelton observed that it would be appropriate for the President to send an open letter to the campus on this topic. J.Murphy added that the President should reinforce in his letter that we have a responsibility to plan and that a plan is only that—it is not fixed in concrete but can be modified and changed. In response to D. Peach's question as to whether the cuts will be vertical or horizontal, Koob stated that the

Senate and the schools will decide. It is entirely possible that a school that has got 95% of last year's budget may not be funded back at 100% even when we receive additional funds.

On another issue, Koob gave an update on plans regarding the School for Professional Studies. Liberal Studies and Psychology/Human Development have applied for transfer to the School of Liberal Arts. If the faculty propose it and both deans agree to the change, Koob will probably not object. It does bring up the issue of whether the remaining units of SPS will constitute a viable school size. Koob met with the remaining department chairs and the dean and gave them two options: 1) disband and find homes in other schools; or 2) propose before the April 1 budget-planning horizon what they might be if they were to retain their identity as a school. This second option has the condition that they must have a clear focus. They must have a common vision and demonstrate how it would serve Cal Poly and the citizens of the state of California.

- C. Vice President for Academic Affairs' Office. No report.
- D. Statewide Senators. J.Vilkitis stated that the Resolution Encouraging Open and Non-Threatening Discourse on an Increasingly Culturally Diverse Campus Community passed the CSU Senate. On a sad note, he observed that Perk Hardeman had just died: he had fought for faculty rights and had spearheaded the CSU Senate resolution concerning lay-offs of individuals in the FIRP program.
- E. Euel Kennedy, Interim Director for Enrollment Support Services. He will be coming to the Senate meeting on January 28.

IV. Consent Agenda. Passed unanimously.

V. Business:

- A. Academic Senate Committee vacancies. The following nominees were unanimously approved.

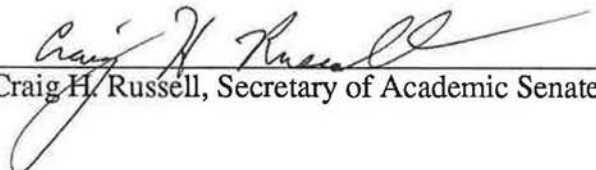
SAGR	Personnel Policies Comm. (replmnt for George Hillier) TOM ELTZROTH (OH)	'91-'93 term
SAED	GE&B Blue Ribbon Subcommittee, ZELJKA BILBIGA	'91-'92 term
PCS	GE&B Committee, PATRICIA PONCE	'91-'92 term
	Long-Rg Plg, WAYNE MONTGOMERY	'91-'92 term
	Research, CHI SU KIM	'91-'92 term
	GE&B Blue Ribbon Subcommittee, LYNNE GAMBLE	'91-'92 term

- B. Appointment to the CSU Academic Council on International Programs (ACIP). C. Russell moved (2nd by R.Gooden) that there be a cut-off date of February 4 for nominations. The motion passed.
- C. Charge to the Constitution and Bylaws Committee regarding a Bylaws modification to change the votes needed to win an election from a "majority" to a "plurality." R.Gooden asked if this change would apply to *all* elections or to some specified elections. G.De Mers replied that the section of the bylaws in question specifically applied to the election process to the Academic Senate, Research Committee, University Professional Leave Committee, and the offices of the statewide Academic Senate. The issue was charged to the Constitution and Bylaws Committee.
- D. Report from the Program Review Criteria-setting Task Force. R.Gooden moved (2nd by L.Gamble) that we recess at the end of this session and reconvene on Tuesday, January 21, in order to deal with this issue. The motion passed.
- E. Selection of members to the Program Review Committee (PRC). The Program Review Criteria-setting Task Force (PRCTF) recommended that the same procedures as last year be

used to select this year's PRC but that members of last year's PRC and this year's PRCTF be excluded from consideration. It was decided to delay consideration of this issue until January 21 as well.

- F. Resolution of Visibility of the Policy on Cheating and Plagiarism. J. Murphy observed that the statement on cheating and plagiarism is very well hidden in both the *Cal Poly Catalogue* and schedule of classes and suggested it be placed in a more prominent location. J. Vilkitis asked what was the intent of the line "[Cheating and plagiarism can result in] a letter to the Vice President of Student Affairs" on p. 26. J. Murphy responded that this would be appropriate as a way of starting documentation that could later result in further disciplinary action if appropriate. J. Vilkitis felt that the wording should be clarified. J. Irvin urged the Senate to deal with this as quickly as possible—even moving this to a 2nd-reading item when it is brought to the Senate—since the deadline for the *Catalogue* is rapidly approaching. In response to views expressed by D. Peach and J. Vilkitis, J. Murphy suggested deletion of the phrase "which can include failure in the course, a letter to the Vice President of Student Affairs, and ultimately expulsion from the university for repeated offenses." The Executive Committee concurred. L. Gamble suggested the statement on cheating and plagiarism *not* be included in the *Catalogue* in order to save money on printing costs. C. Andrews and J. Murphy replied that the *Catalogue* is an enforceable contract, unlike the schedule of classes.
- G. Faculty representative on the Director of Athletics Selection Committee. R. Koob observed that CAM does not contain a section on how to search for athletic directors. Charlie Crab proposed to the President a committee structure which he then revised slightly. Presently, the committee would include: two students; two faculty members, one of whom would be the Faculty Athletic representative and at the same time chair Chair of the Athletic Advisory Committee (presently Mike Wenzel); two administrative representatives (Hazel Scott and Frank Lebens); two senior coaches—one from men's sports and one from women's; one booster; and one dean. The other faculty member is to be agreed upon between the administration and the chair of the Senate. Koob stated that when he brought this proposal to C. Andrews, Andrews did not feel comfortable making that decision alone and would like to share the decision with the Executive Committee at the very least. Koob elucidated that the President would like to avoid the time delay of an election. The President did not care whether the person was perceived as being pro- or anti-athletics, as long as he or she has an open mind. C. Andrews proposed that we bring forward our nominations by January 17, have the ballot distributed at the Executive Committee meeting on January 21, and return the ballots by noon on Friday, January 24, at which time we would forward to the President the two names which received the highest number of votes. The President would then choose one member from the two candidates whose names were submitted.

- VI. The meeting was recessed at 5:00 pm. (Before recessing, C. Andrews clarified that the Executive Committee meeting on January 21 will reserve the first 1 and 1/2 hours for the Task Force report and the last half-hour for finishing the agenda of January 14. J. Vilkitis requested that items H. and I. be placed earlier on the January 21 agenda.)


Craig H. Russell, Secretary of Academic Senate

Jan. 20, 1992
Date