

CALIFORNIA POLYTECHNIC STATE UNIVERSITY, SAN LUIS OBISPO  
ACADEMIC SENATE

EXECUTIVE COMMITTEE - AGENDA

January 31, 1984

FOB 24-B

3:00 PM

Chair, Jim Simmons  
Vice Chair, Barbara Weber  
Secretary, Charlie Crabb

- I. Minutes
- II. Announcements
- III. Discussion Items
  - A. Computers (Bob Hill)
  - B. University Reorganization (Simmons)
  - C. Committee Reports (Simmons)
  - D. Invitation to Bob Kully (Faculty Trustee) and  
Jack Bedell (Chair, CSU Academic Senate) (Simmons)
  - E. Vice President for University Relations Candidates (Simmons)
  - F. Management Personnel Plan (Simmons)

## Budget

We got off to a bit of a sluggish start this year, which was primarily my fault. We are continuing to look at promotion funding in our continuing battle of memos with Tom Fort. I am concerned at the lack of consultation concerning enrollment quotas and targets. Under Malcolm Wilson's new timetable we were supposed to be consulted in November. Frank Lebens at a budget committee meeting said that they were behind in the process, and that Malcolm Wilson would be making a presentation to the Senate shortly. Has he? Last year they were late in sending out the space reservations, which contributed to an enrollment shortfall and a payback situation this fall. It looks like we may be headed down that same road again, and I do not understand why. Attached to this memo is a memo to budget committee members listing the concerns of the committee for next quarter. If you have any additions to those listed, please send me a note.

\_\_\_\_\_ Promotion Funding

\_\_\_\_\_ Administrative Positions Review

\_\_\_\_\_ Enrollment Targets and Quotas

\_\_\_\_\_ New Personnel Management Plan

\_\_\_\_\_ Budgetary Effects of S-36 Courses

\_\_\_\_\_ Budgetary Effects of Concurrent Enrollment

\_\_\_\_\_ Collective Bargaining Agreement - Compensation Areas

## Constitution and Bylaws

The Constitution and Bylaws Committee has been meeting weekly during the Fall Quarter to continue revision of the Bylaws. We hope to complete a rough draft of a new bylaws package during Winter Quarter. We have also consulted with the GE&B Committee on development of an administrative structure for implementing GE&B requirements at Cal Poly.

## Curriculum

The Curriculum Committee has met several times during the fall quarter. Our first meetings were used to bring the new members up to speed about what the committee is responsible for doing and to meet with various people to get input as to what they feel are subjects that the committee should consider this year.

At our last meeting the committee decided to look into two areas that appear to be significant in curriculum development at Cal Poly. The first is that of course subject duplication between various departments on campus. The committee hopes to develop a set of standards to measure overlap between courses and to set up guidelines to resolve conflict in course offerings when they are found. The second area that will be studied in depth is the curriculum review process as it relates to the Curriculum Committee and to the Academic Senate. Our committee would like to modify the process to allow for more substantive input from both the Curriculum Committee and the Academic Senate.

Beginning winter quarter we will divide into two subcommittees to handle each of the areas discussed above. We expect that each committee will be able to complete their assignment by the end of the winter quarter.

I might mention at this point that the committee members feel that curriculum development is a responsibility that lies with the faculty of the department offering the major and that the role of the Curriculum Committee and the Academic Senate should be to minimize duplication and overlap between various departments. With this philosophy in mind we intend to develop guidelines etc. that will allow the faculty affected to have the maximum input.

### Distinguished Teacher Award

The DTA selection committee has selected Don Koberg, Architecture, as the campus nominee for the statewide Outstanding Professor Award. The ballots for nominating distinguished teachers were received during fall quarter. The committee will select the finalists within the next two weeks and will conduct class visitations winter and early spring quarters.

### Long Range Planning

The Long Range Planning Committee proceeded with its charge from the Chair, Academic Senate (to comment on academic and administrative reorganization) by drafting a letter in November to Tomlinson Fort inquiring as to the status of the academic reorganization plan submitted to the University last spring and asking what the procedures would be for further input and for adoption of the plan if it was not to be revised.

A letter was received in early December explaining arrangements to meet with the Executive Committee of the Academic Senate to plan procedures for introducing and getting input on a new reorganization plan to be revealed in January. Dr. Fort offered to meet with the LRP Committee in January if the Committee felt such a meeting was necessary.

Meanwhile, three other projects are being studied by the LRP at this time:

- 1) A request for the administration to set up a shuttle between Cal Poly and the University of California at Santa Barbara Library for research purposes.
- 2) A request for a more workable and possibly less costly method of handling faculty grant monies.
- 3) A revival of a proposal for a Faculty-Staff Club.

### Personnel Policies

The PPC is reviewing the personnel policy sections of CAM in order to determine specific statements that are in conflict with the CFA contract. This task has been divided amongst the PPC members, who then submit a report to the committee for review. The job is approximately 20% completed. We believe we can finalize our report to the Executive Committee by the end of the winter quarter.

## Personnel Review Committee

On October 14, the Personnel Review Committee met and chose myself and Peter Jankay (Bio Sci) as Co-Chairs of the Committee.

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On October 21, the PRC met. Three subcommittees were set up to carry out the PRC's charge to investigate the changes in the review and grievance procedures caused by the adoption of the CFA Agreement.

On November 04, the PRC met. Oral reports from the three subcommittees were heard.

On November 18, the PRC met. Preliminary written reports from the three subcommittees were received.

On November 21, Peter Jankay and myself met informally to edit and blend the three subcommittee reports.

On November 29, the first draft of the PRC report was submitted to the Academic Senate Office for typing. The report was to be typed and duplicated for distribution to the PRC members at the December 02 meeting.

Due to delays in the typing of the report, our December 02 meeting was canceled.

A meeting of the PRC will be held early in January 1984 to discuss and approve the report (now typed and ready for distribution within the PRC).

## Research

The committee met five times during the Fall Quarter. The major item concerning the committee was the evaluation of CARE proposals and the procedure to be followed in the evaluation. Each proposal (16) was reviewed by the committee members and an initial discussion was held by the committee regarding the proposals. Starting in January, the committee will interview each candidate for a grant and will conclude their deliberations by the end of February.

## Student Affairs

Two matters have come before the Committee and appear to have been resolved without formal action by the Committee. The first concerned Commencement. The Committee considered a report from a committee chaired by Frank Lebens which suggested that overcrowding at Commencement be remedied by splitting the ceremony into two ceremonies that would take place on the same day in June. However, Provost Fort came before the Academic Senate and proposed that there be ceremonies in different months (one in June and one in December) and also that eligibility requirements be tightened. This proposal was supported by the Senate.

Secondly, the Committee was to look over CAM 700 changes recently proposed before the Senate. But, due to delays in duplicating the CAM 700 materials for the Committee, the matter came before the Senate and was resolved before the Committee could have any input.