

CALIFORNIA POLYTECHNIC STATE UNIVERSITY, SAN LUIS OBISPO  
ACADEMIC SENATE

EXECUTIVE COMMITTEE - AGENDA  
January 5, 1982

3:00 PM

FOB 24-B

Chair, Tim Kersten  
Vice Chair, Ron Brown  
Secretary, Harry Sharp

- I. Minutes
- II. Announcements
- III. Business Items
  - A. Resolution on Faculty Professional Record Form (Executive Committee) (Attachment A)
  - B. Resolution on Assigned Time Utilization (Research Committee) (Attachment E)
  - C. Resolution on the Disaster Plan (Sutliff) (Attachment C)
  - D. Approval of Joint Sponsorship for the CAM 700 Task Force (Kersten)
- IV. Discussion Items
  - A. White Paper on Possible Senate Internal and External Working Relationships (Kersten)

# Memorandum

## ATTACHMENT A

To : T. Kersten, Chair  
Academic Senate

Date : November 16, 1981

File No.:

Copies : *PPC*

From : G. T. Murray, Chair  
Personnel Policies Committee

Subject: Faculty Professional Record Form

The PPC has reviewed, per your request, the current position of the Academic Senate on the Faculty Professional Record form recently circulated by the Administration. It was the consensus of the committee that the following statements in CAM adequately covers the subject:

1. CAM 341.1(C), "Each school or organizational unit shall develop, consistent with general university policy, its own written statement of procedures and criteria for personnel action." Action here refers to promotions, reappointments, tenure, and terminations.
2. CAM 342.2(A.5), "The resume or supplementary statement shall be presented in a format prescribed by the Dean or the school statement of criteria for personnel actions." The committee suggests that the Administration so inform the Deans and request them to prepare acceptable forms. It was suggested that the Deans could exchange forms in order to achieve some degree of the uniformity the Administration desires.

Resolved: That the Academic Senate, California Polytechnic State University, San Luis Obispo requests that the Administration abide by the spirit of CAM Sections 341.1(C) and 342.2(A.5).

# Memorandum

To : Executive Committee

ATTACHMENT A

Date : November 23, 1981

File No.:

Copies :

From : Ron Brown

Subject: Resolution on Faculty Professional Record

At the last Executive Committee meeting, we placed on the agenda for the next Senate meeting a resolution which tells the President to abide by a CAM regulation which would require the deans to PRESCRIBE the professional record forms to be used in each school. No consultation or faculty involvement is implied in the CAM regulation. I have a feeling we would not favor the deans doing that. (In fact, the President could tell the deans what to prescribe--exactly what happened this fall.)

In addition, I feel there is legitimate concern over the use of any standardized form for a professional activity summary or resume when it is to be used in personnel action considerations whether it is school-wide or university-wide.

I would like to propose the following resolution to be considered by the Senate. It could be introduced as a floor resolution or could appear by whatever other parliamentary procedure that is appropriate.

WHEREAS, It is appropriate to request faculty to update their files and professional resumes for the purposes of personnel action review; and

WHEREAS, A wide range of professional activities are appropriate to be included in the files and in any professional activity summary--and should be suggested to faculty for possible inclusion; and

WHEREAS, Use of a standardized form which includes an appropriately large number of categories of professional activity may lead some faculty to perceive it to be in their own best interest to participate in many different activities rather than make a sustained and significant contribution in those areas in which they have special talent and interest; and

ATTACHMENT A

WHEREAS, A university or school-wide standardized form has the potential for being inappropriately used as a quick comparison of faculty to determine relative merit (for prioritizing promotion recommendations, for example) which could enhance the perception that it is the number and not the quality of the entries that matters; therefore be it

RESOLVED: That the President should request the deans to encourage all faculty who are to be considered for personnel action to update their personnel files and prepare their own updated resume or summary of professional activities. It would be appropriate to encourage faculty to include in the summary categories such as teaching activities, courses developed, senior projects or other student research supervised, professional conferences attended, papers and invited talks delivered and/or published, professional development interests, and any other areas which indicate professional commitment, service, or contribution to the discipline, department, university, or community.

ASSIGNED TIME UTILIZATION

- Whereas, professional development of faculty is  
recognized as a second priority of California Polytechnic  
State University, San Luis Obispo,
- Whereas, it is recognized that teaching loads sometimes greatly  
limit the amount of time individual faculty can devote to  
activities that promote their professional development,
- Whereas, there are usually a few funded but unfilled positions  
at department, school and university levels each  
year,
- Whereas, these unfilled positions can be used to provide release  
time for faculty so they can pursue activities that will  
contribute to their professional growth and development,  
therefore,
- Be it resolved that an accounting of the number of funded but  
unfilled positions be made at the university and school  
levels and
- Be it further resolved that the Academic Senate recommends that  
the Vice President for Academic Affairs and Deans develop  
procedures that provide faculty in a school an opportunity  
to utilize assigned time for engaging in professional growth  
and development activities.

Resolution Re: The Campus Disaster Preparedness Plan for Peacetime Emergencies

In accordance with Title 5, California Administrative Code, Section 41302 (pertaining to campus emergencies) and Section 42402 (pertaining to the President's responsibility for campus welfare, etc.) the President is to establish a plan that directs campus services and its population in response to peacetime emergencies. The existence and design of such a plan has become essential given the tentative completion and operation of the Diablo Canyon Nuclear Power Plant.

All agencies and offices of cities, counties, and those of the State and Federal governments within the Emergency Planning Zone are to have a plan to prescribe the actions required to preclude or minimize radiation exposure and related health hazards in case of an accident. Such plans are requested by Federal and State regulatory agencies: Nuclear Regulatory Commission (NRC), Federal Emergency Management Agency (FEMA) and, State Office of Emergency Services (OES).

California Polytechnic State University must have a plan that not only fits within the larger operational plan of the County, but one that provides a specific organizational structure for the campus. While preparing a document meeting the nuclear power related issues, standard operating procedures (SOP's) for other emergency conditions have also been addressed.

A Disaster Preparedness Committee was formed by the President with the charge to draft a plan meeting the demands noted above. The draft Campus Disaster

ATTACHMENT C

Preparedness Plan that was circulated to all Deans, Division Heads, Department Heads, etc. on November 19, 1981 is the result of this committee's report. We commend the committee for its work on behalf of the campus community, but find that the following concerns must be brought forward and addressed;

RESOLUTION

WHEREAS neither students nor faculty were included among the ten people selected for the Disaster Preparedness Committee which drafted the Disaster Preparedness Plan for Peacetime Emergencies, and

WHEREAS neither students nor faculty were consulted on the plan while it was being drafted, and

WHEREAS publicity of the draft Disaster Preparedness Plan has been so poor that few on campus are even aware of its existence, and

WHEREAS the worth of the plan cannot be ascertained without the specific operational guidelines which are not yet publicly available, and

WHEREAS each campus department is responsible for formulating and maintaining its own operating procedures in the event of a disaster, and

WHEREAS the campus Disaster Preparedness Plan and the San Luis Obispo County/Cities Basic Plan for Peacetime Emergencies rely upon each other to be put into effect, and

WHEREAS the material which is publicly available in the Disaster Preparedness Plan such as that section entitled "Operational Plan for Diablo Canyon Nuclear Power Plant Accident" is grossly inadequate, and

WHEREAS the Academic Senate considers that both the procedural and substantive aspects of the present draft Disaster Preparedness Plan are deficient, and as such should not be considered an operational plan, therefore be it

RESOLVED that the Academic Senate urges the President not to implement the Disaster Preparedness Plan in its current form, and be it also

RESOLVED that the Academic Senate urges the establishment of a task force representing the entire university community to review the draft Disaster Preparedness Plan and present its findings to the President.