

CALIFORNIA POLYTECHNIC STATE UNIVERSITY, SAN LUIS OBISPO

ACADEMIC SENATE  
EXECUTIVE COMMITTEE - MINUTES

July 16, 1985

FOB 24B

3:00 p.m.

Chair, Lloyd H. Lamouria  
Vice Chair, Lynne Gamble  
Secretary (Acting), Raymond D. Terry

Members Absent: Nan Hagan, Barbara Hallman, Barton Olsen

I. Minutes

The minutes of the May 28/30 meeting(s) of the Academic Senate (previously distributed in the June 11, 1985 Executive Committee meeting) were accepted as written.

The minutes of the June 11, 1985 Executive Committee meeting (previously distributed via the campus mail) were accepted as written.

II. Announcements

Robert Bonds announced that a run-off election had been held among the Consultative Services faculty to resolve the tie vote between Lynne Gamble and Nancy Loe. As a result, Lynne Gamble's Senate term would be for two years and Nancy Loe's for one year.

III. Reports

A. Provost Fort

1. Annual General Fund Special Project Allocations

The Provost described the annual situation in which the General Fund in mid-June begins to run out of money before the new allocation arrives. This can result in the temporary freezing of travel and purchase orders.

The Provost emphasized the need for the University to stay within budget allocations and indicated that last year's surplus was quite small when compared with the total budget.

The Provost indicated that the President

expects to withhold at the beginning of the 1985-1986 fiscal year on a pro-rata basis approximately \$150,000 to be reserved for unexpected contingencies. The money would be released in May and / or June, if possible.

The Provost expressed his belief that it would be useful to have a fund which could finance occasional large purchases for some unit over and above what that unit could afford as part of its annual budget. He announced that the President has established this year a special mini-fund of approximately \$50,000 for this purpose.

The Provost also indicated that administrators had been invited to apply for grants from the \$50,000 mini-fund for especially-needed projects. Approximately 20 applications were made. Of these, six have been selected for further study and recommendation by the President. Due to the small amount of money in the fund and the late notice that the funds were available, it will be desirable to favor proposals that benefit the University as a whole or which benefit an entire School as opposed to a single Department.

The Provost briefly outlined the nature of the six proposals and invited members of the Executive Committee to look at the applications which included:

- a. The Library requested the establishment of a micro-computer center in the Library where different micro-computers would be available along with software. \$22,000
- b. The School of Communicative Arts and Humanities requested start-up funding for its Center for the Arts. \$23,000
- c. The Enrollment Support Services area requested funds to create a recruitment book which would show what the Cal Poly campus is like and what a new student could expect. Such view books are commonly used by Admissions representatives on recruitment trips to attract prospective students. \$22,000

- d. The School of Science and Mathematics requested funds to install an alarm system on its computers to deter additional thefts.

\$ 6,000

- e. Audio Visual Services requested funds for instructional video tapes.

\$29,000

- f. Funds were requested for Outreach and recruitment travel expenses.

\$12,000

The Provost noted that funds have to be spent by July 1 and that excess money will be prorated back to the units from which it came.

## 2. President Baker's Five Questions

The Provost briefly summarized the five questions raised by the President in remarks made to the Academic Senate last spring. He announced that President Baker probably will call a convocation of the faculty in October to address the subject of long-range planning.

## 3. The Progress of Various Selection Committees

The Provost announced that Harry Busselen had been chosen Dean of the School of Professional Studies and Education.

The Vice Provost Search Committee has reduced the number of applicants it is considering from over 100 to less than 30. The Committee will meet on July 26 to deliberate letters of reference that have come in since their last meeting. The position has attracted many excellent candidates, including some from this campus.

The Administration has not been able to come to terms with either of the two candidates recommended by the Search Committee for Associate Provost for Information Systems. The Committee was looking for a person with both management and technical expertise. The intention now is to find a good manager backed-up by a good technical expert.

## B. Statewide Senators

Barton Olsen was absent due to an illness in his family.

Tim Kersten reported on some activities of the Statewide Academic Senate: (1) The Academic Senate has been concerned about the quality of undergraduate education in the United States, and particularly in California. There are five Senate committees working on the problem. The Academic Senate will meet in Asilomar Nov. 15-17. The Chancellor has agreed to sponsor the retreat.

(2) Last year a philosophical document on the topic of collegiality was developed in the Academic Senate and subsequently sent forward to the Trustees who formed a committee (including Roy Brophy) to study it.

(3) Tim Kersten indicated that he was on the steering committee for the Asilomar project and that he would again be Chair of the Faculty Affairs Committee, one of the Statewide Academic Senate committees.

The Chair thanked Tim for his report and complimented him on his being selected to various Statewide Academic Senate committees.

## IV. Business Items

- A. It was announced that the Fall Conference Senate Reception for Senators and Senate Committee members was tentatively scheduled for 1:00 p.m. Monday: September 16, 1985.

The question before the Executive Committee was whether to continue the practice of a Senate Reception in view of declining attendance in the past few years.

Tim Kersten presented a brief history of and justification for the Senate Receptions which were initiated during his tenure as Chair of the Academic Senate (circa 1979 / 1980).

This year there is added reason for holding the Reception as we have been scheduled to host Teresa Hughes of the State Assembly, who will take part in the morning Fall Conference program.

The tentative schedule for Senate activities on Monday (9-16) is: Senate Reception at 1:00 p.m.; Senate General Session at 2:30; Senate committee meetings immediately thereafter.

Ray Terry suggested that the Senate committee meetings be scheduled at a time certain to occur before the Senate General Session. This would permit the Chair to introduce the committee chairs at the General Session. The proposal was adopted after some discussion. The Chair will follow-up with June Powell (President's Office) to determine if the Fall Conference could accept the revised timetable.

**B. Finalization of Committee Appointments**

A list of committee assignments has been posted outside the Academic Senate Office.

Two corrections were made to the list of committee appointments: (1) Tom Dunigan is no longer eligible to serve on the Research Committee; (2) Jim Conway's name had been inadvertently carried over as a continuing member of the Research Committee.

The Chair accepted the nomination by S. Tandon of H. Mallareddy (Civil /Environmental Engineering) to serve on the Curriculum Committee.

The Chair asked the Executive Committee to approve the nomination of Pat Saam (Food Science and Nutrition) to serve on the Foundation Board Food Services Advisory Committee. He indicated that the requirement of "dietetics experience" had been written into CAM, that Pat Saam had such experience but that she had not been contacted to determine her interest in serving on the committee. The Executive Committee authorized the Chair to contact her and to appoint her to the committee, pending her interest and approval.

**C. Report on Assigned Time Request**

The Chair reviewed the contents of the two memos concerning assigned time that were distributed with the Agenda for this meeting. Following the feedback of information statewide, the Chair will provide to the Executive Committee recommendations for 1986/1987.

**D. Reg Gooden distributed a copy of a Resolution he had drafted commending Malcolm Wilson for his extraordinary service to the University. After some discussion the Resolution was approved unanimously.**

The Provost will advise the Chair as to the time and place for awarding the commendation.

E. Miscellaneous

The Chair presented Reg Gooden with an engraved gavel. Both he and the Provost thanked Reg for his efforts in leading the Senate effectively.

F. Items for further consideration

1. In response to questions asked of the Provost during the presentation of his report (Cf. III.A), the Chair indicated that the subject of Foundation funding would be on the agenda of a subsequent Executive Committee meeting.
2. A request was made that Senate /Executive Committee minutes be distributed sooner in 1985-1986 than they were in 1984-1985. The Chair expressed his belief that the minutes would be distributed on a timely basis, especially if his plans to initiate word processing in the Senate Office are implemented.

There would, however, always be last-minute items for distribution due to delays in receiving reports from the various Senate committees.

The Chair announced his intention for the Senate Officers to meet with the committee chairs in an effort to improve communication.

The meeting adjourned at 4:30 p.m.