

CALIFORNIA POLYTECHNIC STATE UNIVERSITY, SAN LUIS OBISPO

ACADEMIC SENATE

EXECUTIVE COMMITTEE MINUTES

October 28, 1975

Chair, Lezlie Labhard  
Vice Chair, David Saveker  
Secretary, Charles Jennings

- I. The meeting was called to order by the Chair, Lezlie Labhard, at 3:15 PM in Ag 241.
- II. All members were present except: Steve McCutchan, Barton Olsen (Exc.).  
  
Guests in attendance were: John Culver, Mary Lou White, R.J. Greffenius, Mary Stallard, Art Duarte, Bob Sennett, Bud Beecher, Jim Bermann, Jack Jones, Joe Kourakis, Marylinda Wheeler, Evelyn Pellaton.
- III. The minutes of the September 23, 1975 meeting were approved with the following change: the word fall in line 6 of page 3 should be full.
- IV. Business Items
  - A. Disabled Students Day (Culver - SAC) - It was M/S/P (Saveker) to make the resolution (Attachment IV-A) a business item on the agenda for the Academic Senate for November 18, 1975.
  - B. Candidates for Graduation - Recommendation of CAM 619.1 (Greffenius - IC) - It was M/S/P (Jennings) to make the resolution (Attachment IV-B) a business item on the agenda for the Academic Senate for November 18, 1975.
  - C. Records and Privacy (Beecher - PPC, Culver - SAC)(Attachment IV-C)- It was M/S (Saveker) that the Executive Committee recognizes the importance of this problem to the academic community and returns the issue to the PPC to work with representatives of the Student Affairs Committee to make specific recommendations regarding the handling of these affairs. The motion failed.  
  
It was M/S/P (Murphy) that both recommendations be presented to the Academic Senate as a business item at its next meeting, Nov. 18, 1975.  
  
Joe Weatherby suggested that the PPC and SAC work together to possibly combine the two resolutions into one. It was the consensus of the Executive Committee that this was preferable.
  - D. Procurement and Retention of Quality Faculty (Labhard)(Response due administration November 3) - Lezlie Labhard gave a brief background of the development of this item proposed by the Chancellor's Office.

She outlined some of the alternative actions the Executive Committee might take in response to the proposal.

It was M/S/P (Murphy) that the Executive Committee of the Academic Senate, CPSU, reject the proposal in its entirety.

It was the consensus of the committee that Paul Murphy and Lloyd Beecher formulate the letter of rejection.

- E. San Diego State University Resolution on Reciprocity With Foreign Universities (Labhard) - It was M/S/P (Weatherby) that this item be referred to the University-Wide Committee on International Education.
- F. Committee Membership (Labhard) - It was M/S/P (Saveker) that Larry Wolf be approved as a member of the Long Range Planning Committee and that Bob Sennett be approved as a member of the Personnel Policies Committee.
- G. Academic Promotions (CAM Section 342.2)(Beecher, - PPC)(Attachment IV-G) It was M/S/P (Saveker) that this item be made a business item on the agenda for the Academic Senate, on November 18, 1975.

V. Discussion Items

- A. Collective Bargaining (Bermann) - Jim Bermann made note of the various State Bills, past and present, concerning collective bargaining. He expressed serious concern that the faculty needed to be well informed on the issues. He also expressed the need for polling faculty opinion on collective bargaining.

It was noted by Bob Burton and Joe Weatherby that "much" information from many sources has been available to faculty and that the faculty on this campus have been polled at least twice regarding opinions on collective bargaining.

Maurice Wilks noted that the issue of collective bargaining tended to "foster more emotional" responses than "intelligent" responses and, therefore, more information was needed by faculty to foster more intelligent decisions.

Maurice Wilks announced that Dr. Robert E. Phelps would be on campus Thursday, October 30 in University Union 217D from 1:30 to 4:30 PM to discuss collective bargaining. Mr. Wilks noted that Dr. Phelps would be available to speak to the Academic Senate upon invitation.

It was M/S/F (Saveker) that an Ad Hoc committee be designated by the Chair to present the issues on collective bargaining to the Academic community during the academic year to discuss specific legislation as it is developing this year.

It was M/S/P (Jennings) that the minutes of each meeting of the Executive Committee have attached all information distributed by the Statewide Academic Senate on collective bargaining.

- B. Teaching Loads (Jack Jones) - Jack Jones expressed concern that the CAM section was ambiguous and misunderstood by many faculty and staff members on campus.

It was M/S/P (Pippin) that Dr. Hazel Jones present the matter as a discussion item for the Academic Deans and that the information be referred to the Instruction Committee for its recommendation Winter Quarter.

- C. Presentation of Curriculum Packages to Senate (Sullivan) - All packages are in committee and the committee is reviewing them. There appear to be few problems. After review by the Curriculum Committee, packages will be available in the Senate Office for studying by interested faculty. Any rejections by the Curriculum Committee will be accompanied by the committee's rationale.
- D. Women's P.E. (White) - It was M/S/P (Burton) to make this item a business item on the next agenda of the Academic Senate.
- E. Telephone Installation Charge (Sennett)(Attachment V-E) - Bob Sennett questioned whether this item represented equal treatment of all faculty and staff.

It was M/S/P (Saveker) that this item be made a discussion item on the agenda of the Administrative Council.

It was agreed that the Executive Committee would meet on November 4, 1975, to complete the agenda.

The meeting was adjourned at 5:00 PM.

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Executive Committee Meeting  
Minutes - November 4, 1975

- I. The meeting was called to order by the Chair, Lezlie Labhard, at 3:15 PM in Ag. 241.

Members not in attendance: Steve McCutchan, Barton Olsen (Exc.), Mike Wenzl.

Guests in attendance: John B. Connely (S - Louis Pippin), Mary Lou White, Bob Andreini.

II. Discussion Items (Continued from October 28 Agenda)

- A. Sabbaticals and Leaves (Kourakis)(Attachment II-A<sub>2</sub>) - Joe Kourakis presented the resolution as in attachment II-A<sub>2</sub>. He stressed that the function of the proposed committee would be primarily to do "homework" on the subject. Questions were raised by a few committee members regarding the "meaning" and "intent" of the proposal.

Joe Kourakis expressed the need for clearly defined purposes for sabbaticals and for adequate funds to support the purposes.

It was M/S/P (Saveker) that the item be made a business item and referred to the Personnel Policy Committee with the understanding that Mr. Kourakis will present his ideas to the committee for study and recommendations regarding the current CSUC policy for sabbaticals (i.e. leaves with pay).

- B. Guidelines for Faculty Sponsorship of Events (Buffa)(Attachment II-B<sub>2</sub>) - It was M/S (Jorgensen) that items #1 and #3 be made business items and referred to the Personnel Policy Committee.

It was M/S/P (Jennings) to amend the motion so that Dr. Hazel Jones report in writing to the Executive Committee regarding item #2 after she discusses the matter with respective Deans.

It was M/S/P (Saveker) to table the original motion pending the report from Dr. Jones.

- C. Degrees from Non-Accredited Institutions (Jones) - Dr. Jones expressed serious concerns that school Deans needed to carefully check academic credentials of new or potential faculty candidates and advanced degree programs for current faculty to insure the high quality of our faculty. Allowances should be made for the "unusual human being" who qualifies with credentials outside of academic degrees. But non-accredited or "diploma mill" degrees should not be equated with degrees from accredited institutions.

It was M/S/P (Saveker) that the matter be made a business item and be referred to the Long Range Planning Committee as a part of the long range planning to assure high quality faculty at Cal Poly.

- D. Faculty Input on School Council (Saveker) - It was M/S/P (Saveker) that this be made a business item and that the PPC review the faculty input format of each school at Poly with the idea of maximizing faculty roles in all of the consultative procedures, and that they report back to the Executive Committee by February.
- E. Closure of California Entrance (Hughes) Attachment II-E<sub>2</sub>) - It was M/S/P (Weatherby) that the item be made a business item and be referred to the Campus Planning Committee for study.
- F. Definition of Grades (Murphy)(Attachment II-F<sub>2</sub>) - Paul Murphy expressed his concern that this item was difficult to assess. He noted that the definition of grades was closely aligned with behavioral objectives which varied from class to class.

It was M/S/P (Saveker) to make this a business item and to refer the matter to the Instruction Committee with no due date for their recommendation.

- G. Kennedy Presentation - Questions and Answers (Labhard) - It was agreed to invite President Kennedy to the December 9 meeting of the Academic Senate. Lezlie Labhard asked that members of the Executive Committee submit questions of concern for the President in advance of the meeting.



- H. Marley Visit (Labhard) - It was agreed to invite Gerald Marley to a January or February meeting of the Academic Senate.
- I. Parking Resolution - Kennedy Response (Labhard) - It was agreed by the committee to take no action at this time and that Howard Rhoads be notified of the response from President Kennedy.

III. Announcements (Labhard)

- A. Coordinating Committee - There was no meeting today due to the conflict with the Executive Committee meeting. Efforts are being made to schedule one.
- B. Lezlie Labhard called for individual and/or group reactions to the Fall Conference. Responses will be compiled, reviewed by the Executive Committee and forwarded to the president.
- C. Fresno Meeting - Report to be given at the November 18 meeting of the Academic Senate.
- D. Acting Dean Science and Math - Dr. Charles Hanks appointed.
- E. Science and Math Representatives to PRC: Walt Elliot and Gerald Farrell.
- F. Consultative Committee on the Selection of the Dean of Science and Math - President Kennedy has requested that we initiate action to form the consultative committee on the selection of the Dean of Science and Math. The Elections Committee will conduct elections to establish the committee.
- G. The Executive Committee meetings are open (seating limited) to persons wishing to attend, although, the committee may go into executive session if desired.

The meeting adjourned at 5:00 PM.

Respectfully submitted,



Charles Jennings

RESOLUTION ON DISABLED STUDENT AWARENESS DAY

Background Rationale: In September 1974, some thirty administrators participated in a Disabled Persons Awareness Day. The purpose of this participation was to bring into balance our entire campus population on the situation facing disabled students.

As a partial result of this exercise, Mr. Robert Bonds, Coordinator of Student Community Services, suggested that the Academic Senate: (1) support a Disabled Student Awareness Day; (2) that each department participate in a 5 hour exercise; and (3) that an evaluation of such involvement be sent to the coordinator of Disabled Student Affairs, president of Disabled Student Services, and Chair of the Academic Senate.

WHEREAS, The problems of disabled students are often overlooked by the faculty, staff and students at Cal Poly; and

WHEREAS, We can all benefit from the experiences of others; therefore be it

RESOLVED: That the Academic Senate support a Disabled Student Awareness Day late Winter quarter in which each Department would designate one faculty member to participate in a five hour exercise in which he/she would assume the role of a disabled student; and be it further

RESOLVED: That a steering committee be appointed composed of designated faculty members. A date, publicity and design specifics of the exercise will be the responsibility of the steering committee with consultation from the president of Disabled Student Services. It is hoped that each faculty participant share the experience at the departmental level and submit an evaluation to the coordinator of Disabled Student Affairs, president of Disabled Student Services, Student Affairs Committee, and the Chair of the Academic Senate.

Student Affairs Committee  
10/24/75

RESOLUTION REGARDING DISTRIBUTION OF THE LIST OF CANDIDATES FOR GRADUATION

Background Rationale: Much discussion has centered on the procedure of distributing the list of Candidates for Graduation to each faculty member because of the cost and time involved, as well as the value/usefulness of the list.

On March 19, 1975 the Instruction Committee was asked to investigate this procedure and make a recommendation to the Senate. A survey of faculty was undertaken and based on this survey and discussion among the committee members, the following resolution was prepared by the Instruction Committee:

**RESOLVED:** That the List of Candidates for Graduation be arranged alphabetically by department or instructional area and one copy of the list be distributed to each department or instructional area.

Instruction Committee  
10/21/75

RESOLUTION REGARDING THE ESTABLISHMENT OF AN INFORMATION  
AWARENESS COMMITTEE

Background Rationale: The Personnel Policies Committee has reviewed Professor Richard Kranzdorf's memo requesting the creation of an Academic Senate Committee on Records and Privacy and offers the following resolution:

- WHEREAS, No faculty committee exists charged with overseeing the collection of personnel files or machine readable personnel data, and
- WHEREAS, the more efficient collection and central storage of personnel data is being recommended by the CSUC Ad Hoc Committee on Procurement and Retention of Quality Faculty, and
- WHEREAS, the faculty have an obligation to advise the administration in developing criteria for computing personnel data in the future; now, be it therefore
- RESOLVED: that the Academic Senate create a committee called the Information Awareness Committee to be charged with discovering what files on persons or groups of persons exist, who has access to these files, and how the files are used. This committee shall be advised by the Administration of any future expanded uses or creation of additional files containing personnel data.

Personnel Policies Committee  
10/27/75

Attach. IV-C, 10/28/75  
Exec. Comm. Minutes



RESOLUTION IN SUPPORT OF AN ACADEMIC SENATE DATA COLLECTION  
AND INFORMATION AWARENESS COMMITTEE

Background Rationale: Reference: Information Practices Act of 1975 (SB 852)  
Rights and Privacy Act of 1974  
Freedom of Information Act of 1967

Within the past several years there has been a growing concern over the amounts of information being collected by local, state and federal agencies on private individuals. Often, information dealing with an individual's First Amendment rights is included in data storage systems. Additionally, private individuals have been frustrated in obtaining information regarding governmental decisions and actions in non-security matters. The three acts above are an initial step to correct (1) the problems of data collection and (2) allowing greater citizen access to government decision making procedures.

The following resolution seeks to extend these same rights to the university community at Cal Poly.

- WHEREAS, Growing technological advances in the area of data collection, storage and retrieval system can threaten 1st Amendment guarantees, and
- WHEREAS, National concern has focused on the problems involved with such record keeping and potential abuse and misuse; and
- WHEREAS, State and federal legislation has been enacted to give citizens the right to know the extent of data collection and to allow them access to government records, and
- WHEREAS, Records on the students, staff and faculty at Cal Poly are being maintained, and
- WHEREAS, The students, staff and faculty at Cal Poly have a right to know the extent of such data collection as well as having a right to know how decisions are reached which affect the university community; now, therefore be it
- RESOLVED: That the Academic Senate create an Information Awareness Committee which shall determine: (1) who has personnel data information; (2) what information is being collected; (3) who has access to such information; (4) procedures for the disclosure of such information; (5) how personnel records are used; and any other areas of record keeping deemed appropriate; and be it further
- RESOLVED: That this same committee shall have access to all information pertaining to decision making at Cal Poly as it affects the students, staff and faculty.

**Memorandum**

To : Executive Committee Members

Date : October 27, 1975

File No.:

Copies :

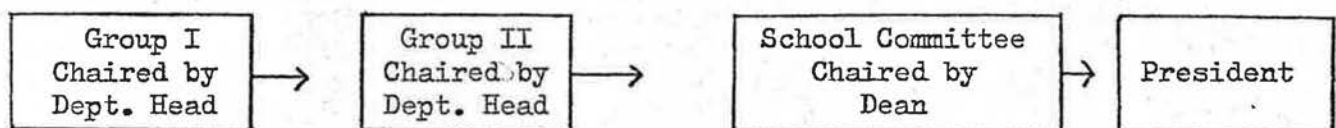
From : Bud Beecher, Chair  
Personnel Policies Committee

Subject: Proposed Revision of CAM Section 342.2 - Academic Promotions

At the primary level of evaluation, the Department or Program, Group I (All tenured Associate and Full Professors in the Department or Program) chaired by the Department Head or Program Leader will meet to rank all of those recommended for promotion to Associate Professor. This ranked list, for example Professor Harrison, Prof. Polk, Prof. Pierce, will be given to Group II (all tenured Full Professors in the Department or Program) which, in meetings chaired by the Department Head or Program Leader, will insert any persons recommended for promotion to full professor into the Group I listing. This list, for example Professors Harrison, Polk, Pierce and Taylor, may not change the sequence of those recommended for promotion to Associate.

Each Department or Program shall forward its completed list to an elected School-wide committee, composed of one tenured Full Professor chosen by full time tenured and probational faculty of each Department or Program of the School. This committee shall be chaired by the Dean and will draw up a composite School priority list to forward to the President. In doing this the School committee might rank the Department's choices as follows: Prof. Harrison - 1st priority, Prof. Polk - 7th priority, Prof. Pierce - 10th priority. It could not, however, change the sequence of the Department list and rank as follows: Prof. Harrison - 1st priority, Prof. Pierce - 4th priority, Prof. Taylor - 7th priority, Prof. Polk - 10th priority.

Graphically the flow would be as follows:



## Memorandum

To : Members of the Executive Committee

Date : October 27, 1975

File No.:

Copies :

From : Bud Beecher

Subject: 342.2 Academic Promotions

## C. Procedures to be Utilized in Anticipation of Inadequate Budgetary Support

1. The School-wide priority list shall contain the names of those recommended to Assistant Professor, Associate Professor, and Professor and be generated in the following manner:
  - a. At the primary level of evaluation, the department or program, all tenured Associate and Full Professors, chaired by the department head or program leader, will meet in order to rank those positively recommended for promotion to Assistant Professor and Associate Professor. This partial departmental ranking will be complete by January 10.
  - b. All tenured Full Professors, chaired by the Department head or Program leader, will upon receipt of the departmental ranking of those recommended to Assistant Professor and Associate Professor meet in order to determine the position of those recommended for promotion to Full Professor on the departments' completed list. The result will be one priority list containing the names of those recommended to Assistant Professor, Associate Professor, and Professor; the chairperson shall insure that this completed list retains the relative ranking of those recommended for promotion to Associate Professor and that the completed list is forwarded to the school dean by February 10.
  - c. The school dean, acting as chairperson, shall present these completed departmental lists to an ad hoc committee comprised of one Full Professor from each Department elected by the department's full time (probationary and tenured) faculty. The ad hoc committee will blend the lists of the several departments into one school-wide priority list. The chairperson shall insure that the ad hoc committee does not upset the priority rankings of the individual departments.
  - d. Each of the above groups shall determine its own procedures for implementing its responsibilities.

2. The school dean shall forward the completed school-wide priority list, along with the names of any applicants recommended negatively at all three levels of evaluation, by March 10.
3. In developing criteria for ranking, schools and departments shall use only those criteria used in the original promotion procedures.
4. Promotion funds allocated to the University will be distributed to the several schools according to a ratio of eligible faculty members in the individual schools to the total eligible faculty in the University. Surplus promotion funds allocated to any of the schools will be redistributed equitably amongst the other schools.

C/D. Effective Date of Promotions.

## Memorandum

OCT 23 1975

To : Robert E. Sennett  
Transportation Engineering Department  
CAL POLY - SLO

Date : October 22, 1975

File No.:

Copies : Hazel Jones  
Dean Valpey  
Andrew Jones  
Lezlie Labhard  
H. Miller  
D. Vert

From : James R. Landreth

Subject: Telephone Installation Charges

This is in reply to your memo of October 15, 1975 wherein you stated you had been treated in an unprofessional manner because you were billed for moving your office telephone number to your new office location.

Because of the high number of faculty moving from one office to another each year, it is not economically feasible to move the actual telephone number each time this happens. Telephone numbers are moved for department offices, not department heads. The volume of official business calls received in a department office is much greater than those received by any one faculty member. Therefore, the telephone numbers are moved for a department office to assist the public and students in reaching that department.

Actually you received preferential treatment at your request. Our understanding was that you wished to retain your original telephone number because your private business cards were imprinted with it and you received calls at that number in connection with professional consulting activity. Because of this we tried to accommodate you and you were asked to pay only the special charges made by the telephone company. You were not asked to pay the charges for processing the request or the follow-up required.

This has been our policy and this transaction set no precedent in this regard. It was my understanding that you were aware of these arrangements, the charge, etc., and were in agreement. I am very sorry if there has been some misunderstanding on this matter.

Attach. V-E, 10/28/75  
Exec. Comm. Minutes



RESOLUTION TO FORM A SPECIAL AD HOC COMMITTEE TO STUDY  
SABBATICALS AND LEAVES

- WHEREAS, The California Polytechnic State University has recently attained University status and must therefore attract and hold faculty with high academic and professional qualifications and advanced degrees, and
- WHEREAS, As a University must meet new and expanded demands in education to provide for a diversity in course offerings, specialized areas of study, and graduate level work, and
- WHEREAS, continuing academic and professional growth for the faculty is a necessary requirement for maintaining quality programs, that are current and relevant, and
- WHEREAS, faculty qualifications for tenure and promotion are increasingly based on advanced degrees and continuing academic work, and
- WHEREAS, costs of advanced education and loss of income during advanced study imposes unusual economic hardships on faculty; now be it therefore
- RESOLVED: that a special ad hoc committee on leaves and sabbaticals be formed to study and develop guidelines and make recommendations on the issue of educational and leave benefits for academic personnel based on development of equitable programs for sabbatical leaves, developed, funded, and administered to meet the continuing educational needs of the University faculty and staff; and that the programs result in increased benefits to faculty for purposes of more effective teaching.

Joe Kourakis  
10/27/75

# Memorandum

To : Executive Committee Members,  
Cal Poly Academic Senate

Date : 10/24/75

File No.:

Copies :

From : Tony Buffa, Physics Department  
Norm Eatough, Chemistry Department



Subject: Sponsorship of Events by On-campus Groups in Conjunction with  
Off-campus Groups

In view of the fact that co-sponsorship of the recent Nuclear Forum was denied by the Cal Poly Administration to five academic departments, we consider it urgent that the Academic Senate Executive Committee charge an appropriate senate committee with the following tasks:

1. Review of CAM for any existing guidelines and/or procedures relating to on-campus group sponsorship of events in conjunction with off-campus groups.
2. Investigate in detail, and report on:
  - a) the denial of co-sponsorship of the Nuclear Forum, and how this action compared to other similar faculty co-sponsored events in the past.
  - b) the possible misuse of editing and censorship authority by the Cal Poly Offices of Special Programs and Public Information.
  - c) any other events or organizations it deems important relative to this problem.
3. Finally, to propose guidelines and/or procedures relating to this co-sponsoring problem that are consistent with academic freedom and Cal Poly's intellectual and academic leadership in the community.

PROPOSED RESOLUTION

Reopening California Boulevard

- Whereas: The closure of California Blvd. has brought about stress on Grand Avenue with heavy traffic, and
- Whereas: The closure has brought about inconvenience to faculty for parking and getting to their offices, and
- Whereas: Difficulty in reaching some areas (buildings) in cases of emergency does exist, and
- Whereas: California Blvd. is the most beautiful entrance into campus, therefore, be it
- Resolved: that the Academic Senate request the Administration or appropriate personnel to consider reopening California Blvd. at the earliest possible time.



ACADEMIC SENATE

OF

THE CALIFORNIA STATE UNIVERSITY AND COLLEGES

500 Wilshire Boulevard, Suite 2800, Los Angeles, California 90010 • (213) 746-2481, Ext. 121 • FAX (213) 746-2482

Office of the Chairman

October 23, 1975

TO: Campus Senate/Council Chairs

FROM: Gerald C. Marley, Chairman  
ACADEMIC SENATE CSUC

SUBJ: Academic Standards

ACADEMIC SENATE

OCT 27 1975

CAL POLY-SLO

Acting on a recommendation by the Ad Hoc Committee on Academic Standards in its January, 1975 report, the Academic Senate CSUC approved a resolution (AS-765-75/EP) which recommends that the campus senates/councils take action on the issue. Copies of the Committee recommendation and the Senate resolution are being transmitted to you with the request that this matter be addressed on your campus. We hope that the process of obtaining operational definitions, arriving at recommendations on the definitions of grades, and identifying those courses which would be recommended as "Credit/No Credit" can begin very soon.

We request that your findings and recommendations be forwarded to us by April 15, 1976.

Thanks in advance for your help in this matter.

GCM:cdc

Enclosures: AS-765-75/EP

Ad Hoc Committee on Academic Standards recommendations.

(Take special note of item ten (10) under these recommendations.)

Attach. II-F<sub>2</sub>, 11/4/75  
Exec.Comm. Minutes

ACADEMIC SENATE  
of  
THE CALIFORNIA STATE UNIVERSITY AND COLLEGES

AS-765-7J/EP  
May 15-16, 1975

ACADEMIC STANDARDS

RESOLVED: That the Academic Senate of The California State University and Colleges recommend that local senates/councils:

- (1) request the departments and academic areas to prepare operational definitions of the various grades with special attention to the meaning of the grade "A" in their respective curricula;
- (2) after the passage of an appropriate period of time, discuss these definitions of "A" in their local senates/councils;
- (3) seek to identify those courses in their institutions in which it might be more appropriate to use Credit/No Credit evaluation because of the nature of the activity, i.e., courses in which differential grading is difficult or undesirable.

APPROVED:

SEPTEMBER 11, 1975



## COMMITTEE RECOMMENDATIONS

The following is a list of the recommendations contained in the body of the Committee report. Where necessary, brief explanatory comments have been added or wording modified slightly so that the recommendations can be understood out of the context of the report.

1. The Committee recommends that each campus president submit periodic reports to the Chancellor outlining the progress of departments or areas of study toward accreditation by approved accrediting agencies (where such agencies exist), or indicating why they have not sought or have not attained accreditation (p. 10).
2. The Committee recommends that the Chancellor's Office continue to issue an annual report of curricular programs available for accreditation, those accredited and those not accredited (p. 10).
3. The Committee recommends that procedures be developed whereby campus groups reviewing academic programs include "outside" members drawn from other departments on the same campus, from the same department on other campuses, or both (p. 13).
4. The Committee recommends that the Chancellor's Office study the feasibility of comparing Graduate Record Examination Scores earned by system students with national norms and other comparison groups (p. 14).
5. The Committee recommends that the Chancellor's Office study the feasibility of periodically administering other examinations including those developed specifically for the purpose, in various subject areas (p. 14).
6. The Committee recommends that the Chancellor establish a task force to examine the issue of student writing competency and to consider and recommend means by which this essential skill might be strengthened and evaluated (p. 14).
7. The Committee recommends that each campus evaluate its non-traditional grading policy on the basis of experience during 1973-74 and 1974-75 and that a consolidated report be published by March 1976. (The report includes specifications as to certain matters to be included and the manner in which studies should be coordinated.) (p. 20).
8. The Committee recommends that the Chancellor's Office develop a common reporting system which would make it possible to obtain certain basic grading data from all campuses upon request. The system should permit reporting of the number

and percentage of each type of grade by discipline and by course level for at least one academic term annually. Information should be maintained for at least ten years (p. 27).

9. The Committee recommends that the withdrawal policy embodied in Executive Order 171 be continued but that it be the subject of study to improve its implementation (p. 28).
10. The Committee recommends that the Statewide Academic Senate be requested to develop grade definitions set forth in operational terms and recommended general guidelines for student evaluation. These definitions should emphasize the difference between wholly satisfactory performance and that which is truly exemplary (p. 28).
11. The Committee recommends that local senates and councils and the Statewide Academic Senate take steps to initiate and maintain a broadly based dialogue on grades and evaluation during 1975-76, to culminate in a systemwide symposium in Spring 1976 (p. 31).
12. The Committee recommends that each president ensure that grade distribution reports are made available to faculty at least once each year. The format of these reports should permit a faculty member to compare his grading with that of his departmental colleagues and to compare his department with others. Department chairpersons should provide for a review of grading data at a well attended department meeting (p. 31).
13. The Committee recommends that department chairpersons or some other academic administrator review grade distributions at least annually and discuss cases which seem unusual with the faculty member concerned (p. 32).
14. The Committee recommends that the Chancellor's Office continue to provide leadership in the development of competency evaluation including the broad dissemination of findings from pilot projects. Such efforts should be directed to blocs of knowledge expected at various points in the student's progress toward a degree rather than the all encompassing end of course comprehensive (p. 33).
15. The Committee recommends that the Board of Trustees establish a continuing committee on academic standards, similarly constituted, which would meet from time to time to serve as a forum for consideration of issues related to academic standards and quality (p. 34).