

CALIFORNIA POLYTECHNIC STATE UNIVERSITY, SAN LUIS OBISPO
ACADEMIC SENATE

EXECUTIVE COMMITTEE - AGENDA
May 25, 1981

FOB 24-B

3:00 PM

Chair, Jim Simmons
Vice Chair, Ron Brown
Secretary, Barbara Weber

I. Minutes

II. Announcements

III. Business Items

- A. Approval of Appointments (Simmons)
- B. Calendar of Meetings for 1982-1983 (Simmons)
- C. Resolution on Sabbatical Leaves (Murray)
- D. Proposal to Change the Non-Penalty Drop Period (Simmons)
- E. Proposed Revision of CAM 342.2, Academic Promotions (Simmons)

IV. Discussion Items

- A. Fall Conference (Simmons)
- B. University-wide Committee Appointments (Simmons)
- C. Constitution (Simmons)
- D. ROTC Region's Advanced Camp Representative (Simmons)

LIST OF ACADEMIC SENATE AND EXECUTIVE COMMITTEE MEETINGS (1982-1983)

July 6, 1982	Executive Committee
August 24, 1982	Executive Committee
September 28, 1982	Executive Committee
October 12, 1982	Academic Senate
October 26, 1982	Executive Committee
November 9, 1982	Academic Senate
November 23, 1982	Executive Committee
November 30, 1982	Academic Senate
January 4, 1983	Executive Committee
January 11, 1983	Academic Senate
January 25, 1983	Executive Committee
February 8, 1983	Academic Senate
February 22, 1983	Executive Committee
March 8, 1983	Academic Senate
March 29, 1983	Executive Committee
April 12, 1983	Academic Senate
April 26, 1983	Executive Committee
May 3, 1983	Academic Senate
May 10, 1983	Executive Committee
May 24, 1983	Academic Senate
May 31, 1983	Executive Committee (1983-1984)

Executive Committee Meetings are held in Faculty Office Building 24-B at 3:00 PM.

Academic Senate Meetings are held in UU 220 at 3:00 PM.

Resolution on Sabbatical Leaves (Personnel Policies Committee)

WHEREAS: Sabbatical leave money has become severely limited, and the old criteria are based on adequate funding; and

WHEREAS: These proposed changes are core consistent with what is actually occurring, therefore, be it

RESOLVED: That the CAM Section 386.5c be changed as follows:

C. Guidelines and Procedures

Each school shall elect a sabbatical leave guideline and procedures committee composed of teaching faculty, who in consultation with the School Dean shall prepare guidelines that shall be concerned with but not limited to:

1. Purpose - The purpose of leave is for research, study, or travel or any combination of these.
2. Benefits to University - Consideration shall be given to leaves particularly beneficial to the University, school/division or department.
3. Guidelines and procedures shall include the method of establishing sabbatical leave screening committee subject to the constraint that all replacements for the sabbatical leave screening committee be selected in the same manner as the original screening committee.

Guidelines as outlined above shall be submitted to the faculty of the school and Academic Vice President for approval. The sabbatical leave screening committee will interview all leave applicants of that school as soon as practicable after the application deadline, and evaluate the applications based upon merits of their proposals and the school guidelines.

Memorandum

o : Sandra Clary, ASI
Tim Kersten, Academic Senate
Jim Simmons, Academic Senate

Date : May 14, 1982

File No.:

Copies : W. Baker
M. Wilson
J. Holley

From : Hazel J. Jones 
Vice President for Academic Affairs

Subject: Proposal to Change the Non-penalty Drop Period

At a recent meeting of the Academic Deans Council, a proposal to change the non-penalty drop period from three weeks to one week was unanimously endorsed.

Via this memo I am transmitting the Deans Council proposal to the Academic Senate and to the ASI Senate with the request that the matter be referred to the appropriate committee(s) for consultation and recommendation.

The rationale for the recommended change in the non-penalty drop period follows.

In a ten-week impacted quarter system, time and space are at a premium and should be utilized as effectively as possible.

When students occupy seats in an impacted class and at the end of three weeks decide to drop, other students who had sought to enroll are denied the class. The reverse of that is that if the add and drop period were both three weeks long, nearly a third of the instruction in an already too-short quarter can be lost.

The Deans Council recommends that the non-penalty add-drop period be the same: one week.

The proposed catalog change appears below (page 48, University Catalog):

Withdrawals from Courses

The "W" symbol indicates that the student was permitted to drop the course after the 15th 5th day of instruction with the approval of the instructor and appropriate campus officials. It carries no adverse connotation of quality of student performance and is not used in calculating grade point average.

A student may withdraw from a course without academic penalty during the initial 15 5 instructional days of the quarter provided the instructor is formally notified. Between the 15th 5th instructional day and the end of the 7th week . . . (the rest of statement remains the same.)

If the above proposal is ultimately approved by the University President, the appropriate changes will be made in the Class Schedule.

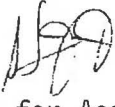
Memorandum

o : Tim Kersten, Academic Senate
Jim Simmons, Academic Senate

Date : May 17, 1982

File No.:

Copies : W. Baker

From : Hazel J. Jones 
Vice President for Academic Affairs

Subject: Proposed Revision of CAM 342.2, Academic Promotions

As you may know, this University has had no formal procedures for proposing and considering jump promotions. Although jump promotions are rare, there are times when such considerations are appropriate.

The Academic Deans Council proposed a revision of CAM 342.2 which would add a new section incorporating a formal process for dealing with proposals for jump promotions. They also did some editing of the document.

The purpose of this memo is to transmit this proposal to the Academic Senate for consultation and recommendation. If you agree, please refer the matter to the appropriate Senate committee for consideration. The attached document uses strikeouts for proposed deletions and underlining for the proposed added language.

Attachment

342.2 Academic Promotions

A. Rank Eligibility

1. Persons occupying academic rank positions but assigned full time to noninstructional duties will be considered for promotion by the administration; persons assigned to both teaching and instructional-administrative duties will be considered for promotion in both areas.
2. Promotions of academic employees having rank-~~{teaching-faculty, department-heads, and positions with administrative responsibilities}~~ may be made only after the-employee-has-completed completion of at least one full academic year of service in the fifth salary step of the then-held rank. In case of overlapping steps in salary ranges between academic ranks, an individual will receive at the time of promotion a one-step increase in salary. ~~Individuals are not eligible for promotion in academic rank solely by virtue of added administrative responsibility.~~ Merit salary increases are increases within a salary range and are not considered to be promotions. ~~Exception to this promotion policy may be authorized only by the University President or a designee.~~
3. An academic employee must have tenure or be simultaneously awarded tenure before promotion to the Associate Professor or Professor ranks can be approved. The granting of tenure does not guarantee future promotion. --
4. Possession of the doctorate or other normal terminal degree from an accredited institution is a usual prerequisite for promotion beyond the rank of Assistant Professor. Exceptions may be made in those instances where the faculty member has received recognition for outstanding professional accomplishment in the academic community and possesses special qualifications according to approved criteria established for personnel actions by each department, school, or other organizational unit.

5. ~~Only-these~~ Technically eligible faculty members who request consideration by a date specified by the school dean shall be evaluated for promotion. Such faculty members requesting promotion consideration shall submit a resumé or supplementary statement of experience and accomplishments which demonstrates evidence of promotability (i.e. merit and ability) to those involved in the evaluation process. The resumé or supplementary statement shall be presented in a format prescribed format. ~~by-the-dean-or-the-school-statement-of-criteria-for-personnel-actions.~~ This material shall become a part of the faculty member's personnel file.
6. Although faculty members who are not technically eligible for promotion are not normally considered, there may be unusual circumstances which warrant such consideration - i.e., the faculty member is recognized both on and off campus as superior in all areas of evaluation. In such instances a department's faculty and department head, during the regular annual promotion review cycle, may initiate a request for an early promotion review. If such a request is approved by the school dean, the department will conduct its review and the dean will appoint a review committee of five professors from outside the department to evaluate the candidate and make a recommendation to the dean that will then become a part of the regular promotion cycle in that academic year.
- 6-7. The number of promotions within the university shall not exceed existing budget appropriations available for such promotions.