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AUG 15 1974

California Polytechnic State University  
San Luis Obispo, California

Office of Vice President  
for Academic Affairs

Academic Senate Executive Committee Agenda

August 21, 1974 3:00 PM MHE 152

I. Minutes

- ✓ Executive Committee Minutes - July 10, 1974

II. Business Items

- A. Community College Transfer Courses - Weatherby

- ✓ B. Proposed CAM Addition -  
Campus Organizations - Weatherby (Attachment II-B)

*referred to MSP to approve to this action*

III. Discussion Items

- ✓ A. Suggested appointments for university-wide committees - Weatherby *submit names to Chv*

- ✓ B. Grade processing procedures - Labhard (Attachment III-B) *Lead Council will review*

- ✓ C. Steady State Staffing - Olson *discuss Sept mtg. (ref 4)*

- ✓ D. Student Intern - Weatherby *no Union let Senate Office & com.*

- E. Faculty Manual - Alberti *Weatherby & Labhard will be w/Pres. It will be discussed later - get feeling of fac.*

*MSP to proceed*

IV. Announcements and Reports

- A. List of Senators (1974-75) and Senate Committees - Labhard  
(Attachment IV-A)

Hazel Jones  
Vice President for  
Academic Affairs

**Memorandum**

To : Joseph Weatherby  
Academic Senate

Bud Gunter  
Staff Senate

From : Robert E. Kennedy

Subject: Proposed CAM Addition

Date : July 31 , 1974

File No.:

Copies :

ACADEMIC SENATE  
JUL 24 1974  
CAL POLY - SLO

The University structure has provisions for student organizations, faculty and/or staff organizations, and certain special groups such as the Cal Poly Women's Club. Recently a campus group consisting of faculty, staff, students, and auxiliary employees joined in a common purpose. It was discovered that present CAM provisions would require considerable stretching to accommodate this group or any other similar one.

Consequently, a proposed CAM addition was prepared and presented to the President's Council for review at the last meeting in the spring quarter, 1974.

The following statement resulted from the review by the President's Council:

**Proposed CAM Section**

**Section 790 - Campus Organizations**

The use of the University name, facilities, and services may be granted to certain organizations whose memberships consist primarily of a combination of students, faculty, staff and/or auxiliary staff members, upon application to the University President. Although the authorization of the use of campus facilities is the final decision of the President, he may refer the request to appropriate administrative staff or consultative bodies for recommendation. The application for organization must state the purpose of the organization, the kinds of activities to be held on campus, and the names of the responsible officers of the organization. The names of such officers should be submitted annually to the President at the beginning of the fall quarter, or at any time a change is made.

(Attachment II-B)

Memorandum

- 2 -

July 31, 1974

To: Joseph Weatherby - Academic Senate  
Bud Gunter - Staff Senate  
From: Robert E. Kennedy  
Subject: Proposed CAM Addition

All such groups must conform to campus regulations relating to non-discriminatory membership, absence of hazing, and other appropriate rules currently in effect relating to existing student and campus organizations.

I would appreciate having your respective Senates review the proposed change. Because there is a group desiring such affiliation, I would appreciate having your recommendation as early as feasible.

# Memorandum

Lozlie Labhard, Vice-Chairman  
Academic Senate

Date : July 29, 1974

File No.:

Copies : Chandler, Punches

From : Jerald Holley, Director  
Admissions and Records

Subject: GRADE PROCESSING PROCEDURES (AND PROBLEMS)

This memo is in response to your July 25, 1974, memo. You asked several questions:

- (1) "Would you please send us a copy of your final report on this matter of grade processing."

My "final report" is another memo to Vice-President Fisher dated July 8, 1974. It is a follow-up to my March 29, 1974, memo requesting that the subject again be reviewed by the Academic Council. I have no idea what action the new vice-president will take, but I do think it would be premature for the Academic Senate to discuss the problem, specifically my memo, before Vice-President Jones reacts.

- (2) "Were copies of the March 29, 1974 memo sent to persons who have failed to submit grades by deadlines?"

No. My March 29, 1974, memo requested an action on the part of the Academic Council. It was not written for distribution to any particular segment of the faculty.

- (3) "Have all faculty been notified of the problems created by submission of late grades?"

No. We would appreciate any suggestions on how to effectively make the faculty aware of the problems.

- (4) "When grades are late, does the Records Office contact faculty prior to contacting their respective Dean?"

No. Historically we have found that some of the faculty have little concern about the problems related to grade processing since we are not in their chain of command. The Deans seem to be the appropriate ones to assist in getting the grades in. Also, most of the Deans have expressed an interest in knowing which faculty members do not meet the announced deadline.

Leslie Labhard  
July 29, 1974  
Page 2

- (5) "Could procedures be revised so faculty could submit grades to a departmental designee and then have that person submit departmental grades to the Records Office?"

Possibly. However, the reason for having the grades turned in at the Records Office is to thoroughly and completely check them for error and to identify the problems which will occur in processing. I seriously doubt if 50 departmental secretaries would conscientiously do the job that needs to be done. I think the number of irregularities or problems would increase and I think it would build in an additional time delay. However, it could be discussed.

If the Executive Committee is going to discuss this further during the summer, I will be pleased to meet with you and serve as a resource person. Obviously, we sincerely appreciate your concern for the problem and any acceptable solution will be appreciated.

July 31, 1974

California Polytechnic State University  
San Luis Obispo

Academic Senate Membership  
1974-1975  
(\*Executive Committee)

		<u>Term</u>	<u>Office</u>	<u>Phone</u>
<u>School of Agriculture and Natural Resources</u>				
Rogalla, John	Agricultural Management	1975	Ag 255	2594
Greffenius, R. J.	Natural Resources Management	1975	Ten 314	2852
*Hooks, Robert D.	Animal Science	1976	Ag 112	2558
<del>Markos, Harry G.</del>	<del>Dairy Science</del>	1976	Ag 144	2425
Bermann, James	Agricultural Engineering	1977	AE 106	2388
Hughes, Luther B.	Soil Science	1977	Sci C41	2420
<u>School of Architecture and Environmental Design</u>				
*Saveker, David	Architectural Engineering	1977	EW 213	2185
Hendricks, Francis	City and Regional Planning	1975	CSc 221	2088
Batterson, Ronald E.	Architecture	1976	Ten 205	2024
Haggard, Kenneth L.	Architecture	1976	EW 215	2573
Amanzio, Joe	Architecture	FWS	Ten 207	2085
*Kourakis, Joseph M.	City and Regional Planning	1976	CSc 222	2016
<u>School of Business and Social Sciences</u>				
O'Leary, Michael J.	Social Sciences	1977	Modoc 26	2874
Weatherby, Joseph	Political Science	1977	Modoc 23	2871
*Behman, Sara	Economics	1976	BA&E 144	2601
McCormac, Weston	Business Administration	1977	Modoc 10	2946
Drandell, Milton	Business Administration	1977	BA&E 108	2325
<u>School of Communicative Arts and Humanities</u>				
Jennings, Charles	Art	1977	Ag 236	2269
Wenzl, Michael	English	1977	Engl 308	2142
Burton, Robert	History	1976	Ten 218	2845
Mayo, Ed	History	F	Ten 214	2815
Nielsen, Keith	Speech Communication	1976	MSD 104	2618
*Sullivan, Gerald J.	English	1976	Engl 310	2135
Beecher, Lloyd	History	1977	Ten 206	2724
Thomas, Guy	Graphic Communications	1977	GA 204A	2056

School of Engineering and Technology

Krupp, William	Engineering Technology	1976	EW 240	29
Sandlin, Doral	Aeronautical Engineering	1976	EW 126	2645
*Sennett, Robert	Transportation Engineering	1976	EE 144	2052
Cirovic, Michael	EE/EL Engineering	1977	EE 132B	2918
Larsen, Stuart	Aeronautical Engineering	1977	Aero 103B	2755
Moore, Larry	EE/EL Engineering	1977	EE 126B	2149

School of Human Development and Education

Harden, Sheldon	Physical Education	1977	MPE 209	2591
Burroughs, Sarah	Home Economics	1975	Ten 321	2697
Weber, Barbara	Home Economics	FW	MHE 139	2229
Nelson, Linden	Psychology	1975	Ten 117	2674
*Labhard, Lezlie	Home Economics	1976	MHE 138	2617
*Scales, Harry	Education	1976	LIB 216A	2175
Pippin, Louis	Education	1977	BA&E 143	2356

School of Science and Mathematics

Buffa, Anthony	Physics	1977	Sci E42	2778
Hale, Thomas	Mathematics	1977	MHE 212	2263
Boone, Joseph C.	Physics	1975	Sci E42	2778
Brown, Robert	Biological Sciences	1976	ScN 210F	2254
Delany, James	Mathematics	1976	MHE 151A	X
* Wills, Max	Chemistry	1976	Sci D41	2528
* Eatough, Norman	Chemistry	1976	Sci E38	2796
Wall, Leonard	Physics	1977	Sci E43	2718
Hannula, Reino	Computer Science	1977	CSc 212	2026

Professional Consultative Services

Gold, Marcus	Audio Visual	1977	BA&E 16A	2211
*Alberti, Robert E.	Counseling Center	1975	ADM 211	2511
*Jorgensen, Nancy	Counseling Center	1976	ADM 211	2511
Niu, Sarah	Library	1977	Lib 108C	2340

State-wide Academic Senators (Ex-Officio Voting)

*Wenzl, Michael	English	1977	Eng 308	2142
*Andreini, Robert	Speech Communication	1975	Eng 316	2178
*Olsen, Barton	History	1976	Ten 202	2761

Instructional Department Heads

Sorensen, L. Robert	Human Dev. and Education	1977	Ten 111	2033
Phillips, William	Arch. and Environmental Design	1977	CSc 218	2956
Johnson, Corwin	Ag. and Nat. Resources	1975	AG 130	2489
Emmel, James R.	Commun. Arts and Humanities	1975	Eng 206	2648
Holtz, Walter	Engineering and Technology	1975	AC 102	2589
Hariri, Mahmud	Business and Social Sciences	1976	BA&E 101	2260
Frost, Robert	Science and Mathematics	1976	Sci D4	2449

Administrative Personnel

Lawrence Wolf	Financial Aids	1976	ADM 107	2927
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Associated Students, Inc. (Ex-Officio Voting)

<i>Jeff Fischer</i>		1975	UU 217H	4752
<i>Charles Sammons</i>		1975	UU 217H	4752
* <i>Scott Plotkin, Ex-Officio only</i>				

Administration (Ex-Officio Non-Voting)

Chandler, Everett	Dean of Students	ADM 209	2491
Kennedy, Robert	President	ADM 407	2111
Jones, Hazel	Academic Vice President	ADM 411	2186



## CALIFORNIA POLYTECHNIC STATE UNIVERSITY

San Luis Obispo

ACADEMIC SENATE COMMITTEES 1974-75  
(\*Committee Chairman)EXECUTIVE COMMITTEE

Joseph Weatherby, Chairman  
 Lezlie Labhard, Vice Chairman  
 David Saveker, Secretary

Robert Andreini, Academic Senate C.S.U.C.  
 Barton Olsen, Academic Senate C.S.U.C.  
 Michael Wenzl, Academic Senate C.S.U.C.  
 Robert Alberti, Past Chairman

Harry Scales  
 Gerald Sullivan  
 Robert Sennett  
 Nancy Jorgensen

Human Development and Education  
 Communicative Arts and Humanities  
 Engineering and Technology  
 Professional Consultative Services  
 Architecture and Environmental Design  
 Business and Social Sciences  
 Science and Mathematics  
 Agriculture and Natural Resources  
 Assistant to the President  
 ASI President

Sara Behman  
 Norman Eatough  
 Robert Hooks  
 Larry Voss  
 Scott Plotkin

BUDGET COMMITTEE

Agriculture and Natural Resources  
 Architecture and Environmental Design  
 Business and Social Sciences  
 Communicative Arts and Humanities  
 Engineering and Technology  
 Human Development and Education  
 Science and Mathematics  
 ASI  
 Director of Business Affairs  
 Associate Director of Business Affairs  
 Professional Consultative Services

William Kurtz	1975
	1975
Timothy Kersten	1975
Keith Nielsen	1975
Larry Moore	1976
Jack Jones	1976
Leonard Wall	1976
	1975
James Landreth	Ex-Officio
Joseph Surra	Ex-Officio
Charles Beymer	1976

CONSTITUTION AND BYLAWS STUDY COMMITTEE

Agriculture and Natural Resources  
 Engineering and Technology  
 Human Development and Education  
 Science and Mathematics  
 Business and Social Sciences  
 Communicative Arts and Humanities  
 Architecture and Environmental Design  
 Professional Consultative Services  
 ASI

Corwin Johnson	1976
Robert Sennett	1975
Edward Jorgensen	1975
Max Wills	1975
Leo Pinard	1976
Robert Huot	1976
Francis Hendricks	1975
Marcus Gold	1976
	1975

CURRICULUM COMMITTEE

Agriculture and Natural Resources  
 Architecture and Environmental Design  
 Business and Social Sciences  
 Communicative Arts and Humanities  
 Engineering and Technology  
 Human Development and Education  
 Science and Mathematics  
 ASI  
 Associate Dean Curriculum and Instruction  
 University Librarian  
 Professional Consultative Services

Luther Hughes 1976  
 John Edmisten 1976  
 Randal Cruikshanks 1975  
 Gerald Sullivan 1975  
 Michael Cirovic 1975  
 Dwayne Head 1975  
 Aryan Roest 1975  


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 David Cook Ex-Officio  
 Harry Strauss Ex-Officio  
 Eileen Pritchard 1976

ELECTION COMMITTEE

Agriculture and Natural Resources  
 Architecture and Environmental Design  
 Business and Social Sciences  
 Communicative Arts and Humanities  
 Engineering and Technology  
 Human Development and Education  
 Science and Mathematics  
 Professional Consultative Services

Robert Hooks 1975  
 Kenneth Haggard 1975  
 Sara Behman 1975  
 George Kastner 1976  
 George Hoffman 1976  
 Louis Pippin 1975  
 Tony Buffa 1976  
 Mary E. Harris 1975

INSTRUCTION COMMITTEE

Agriculture and Natural Resources  
 Architecture and Environmental Design  
 Business and Social Sciences  
 Communicative Arts and Humanities  
 Engineering and Technology  
 Human Development and Education  
 Science and Mathematics  
 Head Audio Visual Services  
 University Librarian  
 Associate Dean Academic Planning  
 ASI  
 Professional Consultative Services

Ruben J. Greffenius 1976  
 Joseph Amanzio 1976  
 Michael O'Leary 1975  
 Charles Jennings 1976  
 Frank Crane 1975  
 Larry Hutchison 1975  
 Thomas Hale 1975  
 John Heinz Ex-Officio  
 Harry Strauss Ex-Officio  
 Howard West Ex-Officio  


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 Robert Alberti 1976

PERSONNEL POLICIES COMMITTEE

Agriculture and Natural Resources  
 Architecture and Environmental Design  
 Business and Social Sciences  
 Communicative Arts and Humanities  
 Engineering and Technology  
 Human Development and Education  
 Science and Mathematics  
 Professional Consultative Services  
 Director, Personnel Relations  
 ASI

Frank Coyes 1975  
 Robert Batterson 1975  
 Weston McCormac 1976  
 Lloyd Beecher 1976  
 Warren Anderson 1976  
 Barbara Weber 1975  
 James Delany 1975  
 Nancy Jorgensen 1975  
 Donald Shelton Ex-Officio  


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 1975

STUDENT AFFAIRS COMMITTEE

Agriculture and Natural Resources	Bill Jacobs	1976
Architecture and Environmental Design	Raymond Hauser	1976
Business and Social Sciences	Milton Drandell	1975
Human Development and Education	Dale Federer	1976
Communicative Arts and Humanities	David Rollings	1975
Engineering and Technology	Doral Sandlin	1975
Science and Mathematics	Neil Moir	1975
Dean of Students	Everett Chandler	Ex-Officio
ASI Officer	Scott Plotkin	1975
ASI Representative		1975
Professional Consultative Services	Helen Mackenzie	1976

GENERAL EDUCATION AND BREADTH REQUIREMENTS COMMITTEE

Agriculture and Natural Resources	Allen Foutz	1976
Architecture and Environmental Design	Edward Ward	1976
Business and Social Sciences	Dan Williamson	1976
Communicative Arts and Humanities	Donald Hensel	1975
Engineering and Technology	Paul Scheffer	1975
Human Development and Education	Josie Stearns	1975
Science and Mathematics	James Daly	1975
Curriculum Committee		1975
Associate Dean, Curriculum and Instruction	David Cook	Ex-Officio
ASI		1975
Professional Consultative Services	Angelina Martinez	1976

PERSONNEL REVIEW COMMITTEE

Agriculture and Natural Resources	Royce Lambert	1976
	Duane O. Seaberg	1975
Architecture and Environmental Design		1976
	Sat Rihal	1975
Business and Social Sciences	George Eastham	1976
	Ernest Miller	1975
Communicative Arts and Humanities	David Kann	1976
	Ed Mayo	1975
Engineering and Technology	* Alfred Andreoli	1975
	Jacob Sabto	1975
Human Development and Education	Erland Dettloff	1976
	Dwayne Head	1975
Science and Mathematics	Reino Hannula	1975
	Dennis Homan	1975
Professional Consultative Services	Edward A. Wilk	1975
	Michael L. Emmons	1975

RESEARCH COMMITTEE

Agriculture and Natural Resources  
 Architecture and Environmental Design  
 Business and Social Sciences  
 Communicative Arts and Humanities  
 Engineering and Technology  
 Human Development and Education  
 Science and Mathematics  
 Director of Business Affairs  
 Foundation Executive Director  
 Director of Institutional Studies  
 Associate Dean, Research  
 ASI  
 Instructional Dean  
 Professional Consultative Services

James Hallett 1976  
 David Saveker 1975  
 Allen Settle 1975  
 Guy Thomas 1975  
 Frank Hendel 1976  
 Kris Morey 1975  
 James Bacon 1975  
 James Landreth Ex-Officio  
 Al Amaral Ex-Officio  
 Lowell H. Dunigan Ex-Officio  
 Howard Boroughs Ex-Officio  
 1975  
 Robert Valpey Ex-Officio  
 Fred Genthner 1976

FAIRNESS BOARD (Tenured Only)

Agriculture and Natural Resources  
 Architecture and Environmental Design  
 Business and Social Sciences  
 Communicative Arts and Humanities  
 Engineering and Technology  
 Human Development and Education  
 Science and Mathematics  
 ASI  
 Professional Consultative Services

Gene Offerman 1975  
 Donald Koberg 1975  
 David George 1976  
 Max Riedlsperger 1975  
 Ed Strasser 1976  
 James Langford 1976  
 Paul Lansman 1975  
 1975  
 Don Cheek 1976

FACULTY LIBRARY COMMITTEE

Agriculture and Natural Resources  
 Architecture and Environmental Design  
 Business and Social Sciences  
 Communicative Arts and Humanities  
 Engineering and Technology  
 Human Development and Education  
 Science and Mathematics  
 Professional Consultative Services  
 ASI  
 Director, University Library

Joe Glass 1975  
 Carleton Winslow 1975  
 Carl Lutrin 1976  
 Timothy Barnes 1975  
 William Krupp 1975  
 Homer Hoyt 1976  
 Elizabeth Perryman 1976  
 Ed Wilks 1975  
 1975  
 Harry Strauss Ex-Officio

DISTINGUISHED TEACHING AWARDS COMMITTEE

Alice Roberts	1976	former recipient
	1976	former recipient
Stuart Larsen	1975	
Lyle McNeal	1975	
Kenneth Schwartz	1975	
	1975	student
	1975	student