

CALIFORNIA POLYTECHNIC STATE UNIVERSITY, SAN LUIS OBISPO

ACADEMIC SENATE AGENDA

April 15, 1975; 3:15 p.m.; UU 220

- I. Minutes - Academic Senate Meeting, April 1, 1975 (Attachment I)
- II. Senate Membership
- III. Committee Reports
 - A. Budget (Nielsen)
 - B. Constitution and Bylaws (Johnson)
 - C. Curriculum (Sullivan)
 - D. Distinguished Teaching Award (Larsen)
 - E. Election (Hooks)
 - F. Faculty Library (Barnes)
 - G. Instruction (Jennings)
 - H. Personnel Policies (Beecher)
 - I. Personnel Review (Andreoli)
 - J. Research (Thomas)
 - K. Student Affairs (Drandell)
 - L. Academic Council (Labhard)
 - M. Administrative Council (Sullivan)
 - N. Foundation Board (Weatherby)
 - O. President's Council (Weatherby)
 - P. Long Range Planning (Saveker)
- IV. Business
 - A. Committee Membership (Weatherby)
 - 1. Personnel Review Committee Membership
 - Jim Bermann replacing Frank Coyes Agriculture & Natural Resources
 - Margaret Glaser replacing Barbara Weber Human Dev. & Education
 - B. Credit by Evaluation (Jennings)(Attachment IV-B)
 - C. Constitutional Amendment - Academic Senate Membership (Johnson)
(Attachment IV-C) First Reading
 - D. Constitutional Amendment - Preamble (Johnson)(Attachment IV-D)
First Reading
 - E. Student Evaluation of Faculty - Amendment to AB 74-1, Sec. V.
(Beecher)(Attachment IV-E)
- V. Announcements
 - A. Scoresheet (Attachment V-A, i & ii)
 - B. Committee Assignments (Attachment V-B)
 - C. Committee Membership
 - D. Faculty Manual (Attachment V-D)
 - E. Collective Bargaining (Weatherby)

CREDIT BY EVALUATION

- WHEREAS The Office of the Chancellor of CSUC has proposed a system-wide process for granting course credit for non-classroom achievement and knowledge; and
- WHEREAS Many students arrive at the University with significant life experience which may well deserve credit in terms of academic coursework and
- WHEREAS The faculty of a particular discipline on a given campus is locally responsible for development of the curriculum in the discipline and for evaluation of student achievement therein; and
- WHEREAS The evaluation process currently proposed by the Chancellor's Office is linked to the College Level Examination Program of the Educational Testing Services; and
- WHEREAS The CLEP examinations are standardized and developed by an independent commercial testing agency with no input from local campus faculties; therefore, be it resolved
- RESOLVED That the Academic Senate, CPSU, SLO, endorse in principle the granting of credit for non-classroom achievement; and be it further
- RESOLVED That the Academic Senate, CPSU, SLO, maintain that such credit should be granted only for achievement equivalent to that obtainable in curricula existing on the campus; and be it further
- RESOLVED That the Academic Senate, CPSU, SLO, regard it as imperative that any particular evaluation device, test, placement and/or equivalency examination be (1) developed or studied, (2) adopted, and (3) reviewed on a campus-by-campus, discipline-by-discipline basis; and be it further
- RESOLVED That the Academic Senate, CPSU, SLO, encourage continued use of credit by evaluation (CAM 617.7) procedures already in operation on the campus, and urge faculty of all disciplines to make such examinations readily available to students who present the necessary qualifications; and be it further
- RESOLVED That the Academic Senate, CPSU, SLO, urge that any process of credit by evaluation be accompanied by FTE, Wtu or SCH credit to the department to compensate for the instructional workload involved in administration and evaluation of such examinations.

CONSTITUTIONAL AMENDMENT

The Constitution & Bylaws Committee recommends that Article III., Academic Senate, Section 1. Membership, paragraph c. be amended as follows:

- c. The following professional consultative services shall be represented in the Academic Senate by the formula of one (1) senator per each 15 members or major fraction thereof: (1) Library (faculty), Audio-Visual (faculty); (2) Counselors ~~(psychology)~~ (class & rank) ~~and~~, Medical Officer I, and Student Affairs Officer (III, IV & V). (Academic-closely related, except those administrators defined in Section I.B. of the Bylaws of the Academic Senate)

We further recommend that the election of the Professional Consultative Services be held as if this amendment had passed, with the understanding printed on the ballot that if the amendment fails, the election for that position will be void. Since the position being voted on for the Academic Senate is dependent upon the amendment carrying, I do not see that this would create any problems. A problem would be created, however, if one of the individuals in the Student Affairs classification were a candidate for and elected to either the Personnel Review Committee or the state-wide Academic Senate.

We think, therefore, you should request that they do not run for either of these offices until this matter is cleared up. This still leaves a possibility, if the amendment fails, of six people voting for the state-wide Academic Senate who are not eligible to vote. We cannot see this as a serious problem.

Attachment IV-C

CONSTITUTIONAL AMENDMENTS

Amendment 1. Add new Section 1 to Article III. Renumber present Section 1 2,3,4,5 to 2,3,4,5,6.

Section 1) Preamble

We, the Faculty of California Polytechnic State University, San Luis Obispo, in order to (1) perpetuate the traditions of shared responsibility for academic affairs and insure the free expression of the Faculty voice in University affairs, and (2) provide a recognized framework for Faculty leadership in continuing development of a quality Faculty, endorse these principles:*

- a. Faculty members have a major role in the governance of the University through the Academic Senate, which is the recognized representative body of the Faculty. The Senate recommends policies and procedures to the President. On those occasions when the President rejects a Senate proposal, he informs the Senate in writing of the compelling reasons for such action.
- b. Faculty members, support staff members, and students participate in the governance of the University through the Academic Senate, Staff Senate, and Student Affairs Council and as members of university standing, special, and ad hoc committees and subcommittees.
(See CAM 160.)
- c. Responsibilities of the Academic Senate, integral to the process of shared responsibility for academic affairs at California Polytechnic State University, include the following areas:
 1. academic policy and procedures, including the assurance of academic freedom, curricula, and academic standards; long-range academic planning;
 2. consultation regarding major organizational functions and selection of academic administrative officers of the university;
 3. personnel policies and procedures affecting academic personnel, including professional responsibility, hiring, promotion, reappointment, tenure, leaves, working conditions;
 4. procedures and programs for faculty development, including the composition of the Faculty, in-service training programs and counsel regarding professional personnel problems.

*The laws, regulations and procedures duly enacted by the People of the State of California and the Trustees of the California State University and Colleges are the foundation of the governance of this University;

The President of the University, as designated in Title 5, California Administrative Code, is the chief governing officer of the University and is responsible for its operation to the Board of Trustees of the CSUC.

STUDENT EVALUATION OF FACULTY

At the request of the Executive Committee, the Personnel Policies Committee reviewed the procedures governing student evaluation in each of the seven schools of the University.

During this review, the Personnel Policies Committee learned that student evaluation is being used in each of the Schools as one factor of consideration rather than as a vehicle with which to substantiate a personnel decision. Because this seemed to be the proper procedure, the Committee proposes the following change to Administrative Bulletin 74-1, Sec. V.:

The results of the annual evaluation will be used for both improvement of instruction and ~~in partial substantiation as~~ only one of several factors in the formulation of recommendations on faculty personnel actions regarding promotion, retention, and tenure. There will be only one official evaluation required annually.

ITEMS REFERRED TO PRESIDENT STILL PENDING 1974-75

ITEM	COMMITTEE	DATE REFERRED	DATE RESPONSE RECEIVED	CONTENTS OF RESPONSE	FURTHER ACTION
Selection of Textbook	Instruction	1/17/75	1/31/75	Referred to Academic Council for Recom.	
Resolution Opposing CSUC Copyright Policy	Instruction	2/13/75			REK took Senate Resolution to March 3-4 meeting of SCUS presidents. Act taken to refer matter back to Chancellor's Office staff with request to resubmit at later date.
Resolution Re Restoration of Promotions	Executive	2/13/75	2/24/75	Forwarded to Chancellor	
General Education and Breadth Require. Passed 5/28/74	Gen. Ed. & Bread.	2/25/75	3/10/75	Forwarded to Vice President Jones	
Resolution Re Restoration of International Programs	Executive	3/11/75	3/31/75	Forwarded to Chancellor.	REK spoke in behalf of I.P. at March 26 Board of Trustees Meeting.
Resolution of Funds for New Facilities	Executive	3/11/75	3/31/75	Forwarded to Chancellor, 3/28/75.	REK handed resolution to Senator Stiern, Chair of Senate Finance Subcommittee, 3/22/75
Steady State Staffing Report	Personnel Policies	4/7/75			
Professional Responsibility Committee Bylaws Amendment	Const. & Bylaws	4/7/75			
Resolution re Parking Problem	Howard Rhoads	4/7/75			

Memorandum

To : Joe Weatherby

Date : March 31, 1975

File No.:

Copies : Andrews
Jones
Chandler

From : Robert E. Kennedy 

Subject: Status of Academic Senate Recommendations

Action has been taken on all Academic Senate recommendations as forwarded to me by your office from the senate meetings of February 11 and March 11, 1975. Listed below is a recap of the recommendations and my actions.

1) Restoration of Promotion Funding in 1975-76 Budget

Action: President forwarded senate resolution with letter of transmittal to Chancellor Dumke on February 24, 1975. Furthermore, President participated as Chairman of Council of Presidents in a dialogue with Governor Brown at the Trustee meeting on 3/26/75 providing support to the proposal for restoration of promotion positions.

2) Resolution Opposing Proposed CSUC Copyright Policy

Action: President used resolution in March 3-4 meeting of CSUC Presidents in referring the matter back to Chancellor's Office staff for restudy and submission at a later date. A copy of the senate's resolution was forwarded to Chancellor Dumke along with reactions from other consultative groups on March 24. (Copy of memo attached.)

3) Restoration of International Program Funding

Action: President forwarded senate resolution with letter of transmittal to Chancellor Dumke on March 20, 1975. (Copy of memo attached.) Furthermore, President had the opportunity to speak in support of International Programs both on behalf of Council of Presidents and on behalf of Cal Poly in response to questions raised by the governor during the March 26 Trustee meeting.

4) Restoration of Funds for New Facilities

Action: A copy of the senate resolution was handed personally to Senator Walter Stiern, Chairman of the State Senate Finance Subcommittee on March 22, the day following a hearing on capital outlay projects in Sacramento. President forwarded senate resolution with letter of transmittal to Chancellor Dumke on March 28, 1975. In addition President had the opportunity on March 26 to justify the Life Science schematic plans before the Trustees and the governor.

In addition, on February 25, 1975 you requested that I move ahead on three recommendations concerning revision of the general education requirements for the 1977-79 catalog. This matter was referred to Vice President Jones for review and recommendation on March 10, 1975 with a copy of my memorandum forwarded to you.

ITEMS REFERRED TO SENATE COMMITTEES
1974-1975

ITEM	Date Referred To Committee	Referred By Whom	Date Response Requested	Date Recommendation Made To Senate	Recommendation	Action Taken By Senate
Academic Calendar General Guidelines	7-10-75 Instruction	Senate				
Final Exams	10-29-74 Instruction	Exec.				
After 60/40 What?	7-10-74 - PPC	Exec.				
Steady State Staffing	9-17-74 PPC	Exec	ASAP	4-1-75	Attachment VI-A A.S.Agenda 3/11/75	Passed Unanimously and Forwarded to the President
Graduate C/NC	10-29-74 Student Affairs	Exec	1-14-75	4-1-75	Attachment V-A A.S.Agenda 3/11/75	Defeated
Grievance Procedures	11-26-74 Johnston&Coyes	Exec				
Student Evaluation of Faculty	1-7-75 PPC	Exec	4-1-75	4-15-75	Attachment IV-E A.S.Agenda 4-15-75	
Credit by Examination	2-4-75 Instruction	Exec		4-15-75	Attachment IV-B A.S.Agenda 4-15-75	
CAM 619.9	3-19-75 Instruction	Chairman	4-22-75			
Summer Session Salary Schedule	3-19-75 Personnel Pol.	Chairman	4-22-75			
Alexander Plan	3-28-75 Long-Range Plan.	Chairman	5-6-75			
Staffing Formula	4-8-75 Long-Range Plan.	Executive	5-6-75			Attachment V-B

Memorandum

To : Les Vanoncini, Chairman
Advisory Committee on Proposed Faculty Manual

Date : March 24, 1975

File No.:

ACADEMIC SENATE

MAR 25 1975

CAL POLY - SLO

Copies : Ratcliffe, Hensel,
Warren Anderson, Shelton,
Voss, Fred Wolf, Weatherby,
Jones, Andrews, Strauss

From : Robert E. Kennedy 

Subject: Report on Committee Findings and Recommendations

This will acknowledge your memorandum of February 28 in which you reported on the results of the Faculty Handbook Committee's deliberations. Essentially the committee recommended against a separate handbook for faculty at this time. In addition, the committee recommended that the following documents be distributed to all faculty in lieu of a handbook.

1. CAM Index
2. Table of Contents for CAM CHAPTER 3, Personnel Policies
3. A list stating the location of all copies of CAM available to academic personnel

Another recommendation was that five additional copies of CAM be placed in the Reserve Room of the Library for overnight checkout by faculty.

I approve the committee's recommendations and ask Mr. Voss to take the necessary steps to implement recommendations 1 through 3 prior to the start of the 1975 fall quarter. Five copies of CAM will be forwarded to the Library for immediate use by faculty.

I appreciate the committee's time and efforts in reviewing the faculty manual proposal. With this acknowledgement the committee is dismissed.

Attachment V-D



ACADEMIC SENATE

HIGHLIGHTS - Academic Senate Meeting, April 15, 1975

I. Reports

- A. Elections for Academic Senators for 75/76, for the Personnel Review Committee and for Statewide Academic Senator are being held. Elections for next year's Academic Senate Officers will be held at the next Academic Senate meeting on May 6th. Lezlie Labhard and Dave Saveker have been nominated for the positions of Chair and Vice Chair respectively.
- B. The Distinguished Teaching Awards Committee has finished its selection of Cal Poly's nominee for the Outstanding Professor Award Nominee and is beginning its consideration of the candidates for the Distinguished Teaching Awards.
- C. The Personnel Policies Committee is reviewing procedures for promotion at the department, school and campus-wide levels. Suggestions from the faculty are invited and may be addressed to Lloyd Beecher, History.
- D. The Academic Council approved the General Education and Breadth Requirements as recommended to the President by the Senate last year. The Council also approved the proposed change to CAM 619.1 on candidates for graduation - the change would eliminate distribution of the lists to faculty members.
- E. The President's Council explored in some detail the economic impact of the three year steady state enrollment on the San Luis Obispo community. For details see the Cal Poly Report of April 15.

II. Action

- A. The Senate voted to endorse the Instruction Committee's resolution concerning Credit by Evaluation (Attachment IV-B, Academic Senate Agenda April 15, 1975) and forward it to President Kennedy.
- B. A Constitutional Amendment which would add the Student Affairs Officers to the areas represented by the Professional Consultative Services on the Academic Senate was accepted by the Senate as a first reading item.
- C. A Constitutional Amendment to the Preamble (Attachment IV-D, Academic Senate Agenda, April 15, 1975) was accepted as a first reading item.
- D. The Senate adopted the Personnel Policies Committee's recommended change to AB 74-1 (Attachment IV-E, April 15, Academic Senate Agenda) and recommended it to President Kennedy for action. The proposed change is as follows:

AB 74-1, Section V.: Guidelines for Student Evaluation of Faculty

The results of the annual evaluation will be used for both improvement of instruction and ~~in faculty evaluation~~ as only one of several factors in the formulation of recommendations on faculty personnel actions regarding promotion, retention, and tenure.

III. Announcements

- A. The Long-Range Planning Committee has been established according to the Academic Senate Bylaws.
- B. The Ad Hoc Committee on the Faculty Manual's recommendation was approved by President Kennedy. All faculty will receive an Index to CAM, a table of contents for CAM, Chapter 3 on Personnel Policies and a list stating the location of all copies of CAM available to academic personnel. Five additional copies of CAM will be placed in the Library Reserve Room.
- C. The Chairman of the Senate attended, at the invitation of President Kennedy, an instructional meeting on collective bargaining conducted by Stanley J. Bartnick, an Employee Relations Officer for Faculty and Staff Affairs at the Office of the Chancellor.
- D. Faculty participation in Commencement on Saturday, June 14 from 2:30 to 5:00 p.m. was encouraged in a memo from Gene Rittenhouse. Those who wish to participate should notify their department head.