

CALIFORNIA POLYTECHNIC STATE UNIVERSITY
SAN LUIS OBISPO

ACADEMIC SENATE EXECUTIVE COMMITTEE AGENDA
March 28, 1974, 3:00 p.m., Ag 241

I. Minutes

II. Business Items

- A. Bylaws Amendment - Personnel Review Committee - Johnson
- B. Final Examination Policy - Fierstine (See Attachment VI-A, Academic Senate Minutes, March 12, 1974.)
- C. Bookstore Policy on Faculty Nonpublished Materials - Fierstine - (Attachment II-C)
- D. Class Scheduling - Fierstine
- E. 60/40 Reports - Clerkin
- F. Faculty Evaluation/CAM - Coyes - (Attachment II-F)
- G. Appointment of Instructional Department Heads/CAM - Coyes - (Attachment II-G)
- H. Collective Bargaining Seminars - Alberti

III. Discussion Items

- A. Curriculum Committee Procedures - Weatherby
- B. Personnel Review Committee Procedures - Johnston

IV. Announcements and Reports

- A. President's Response to Senate Actions - Alberti
- B. President's Council - Alberti
- C. Academic Council - Burton

Memorandum

To : Academic Senate
Robert Alberti, Chairman

Date : March 7, 1974

File No.:

Copies : Instruction Committee
AL Amoral

From : Instruction Committee
Harry L. Fierstine, Chairman

HLF

Subject: Bookstore Policy on Faculty Nonpublished Materials

In the preliminary drafts of their policy document the Foundation Board developed guidelines that protected them in case of infringement of copyright law and in the payment of royalties. The latter point was quite controversial even though in the history of the bookstore only two or three faculty members ever received royalties. The final statement of the Foundation Board (see attachment) lacks any mention of royalty payment (nor any provision to pay royalties) and thus deletes the only controversial passage. As far as our committee is concerned, we endorse their final proposal with no changes.

Memorandum

To : Executive Committee
Academic Senate

Date : March 21, 1974

File No.:

Copies :

From : Personnel Policies Committee

Frank Lopez

Subject: Proposed Revision of "Other Factors of Consideration" in Criteria for Promotion, Retention and Tenure, CAM 340.

The Personnel Policies Committee took into consideration the suggestions made by the Executive Committee in its referral of the original proposal back to committee, and request that the original proposal as stated below be part of the agenda as a business item for the full academic senate.

CAM 340 currently lists other factors of consideration as follows:

"Consider such other factors as the faculty members ability to relate with colleagues, initiative, cooperativeness, dependability and health".

The Personnel Policies Committee suggests the following revision be applied to those sections of CAM that consider other factors for promotion (342.2C 1 d), retention (343.1 H) and tenure (344.2C):

"Consider such other factors, if any, germane to the accomplishment of the professional objectives of the individual department or school".

Should this proposed revision pass the senate and be accepted by the President, then an additional change would be in order on the "Faculty Evaluation Form" (Form 109) page 3, IV, Other Factors of Consideration.

FC:sa

Memorandum

To : Executive Committee
Academic Senate

Date : March 21, 1974

File No.:

Copies :

From : Personnel Policies Committee

Frank Cayer

Subject: Proposed Revision of CAM 315.5, Appointment of Instructional Department Heads

The Personnel Policies Committee proposes that the following revision be considered as an agenda item for the Academic Senate.

Retain paragraph one CAM 315.5 and the last paragraph in this section.
Delete the lined out paragraph two and insert the underlined paragraphs as shown:

Instructional department heads are members of the University's administrative line organization and as such are directly responsible to the appropriate school dean for administration of their respective departments. They are appointed by the University President for indefinite terms. In reaching his decision on instructional department head appointments, the President will consult with the dean of the school to which the department is assigned.

~~Variations in department size and proportion of tenured faculty make it necessary that guidelines governing consultation on such appointments be sufficiently flexible to be applicable to all situations. The school dean will confer with the President for determination of the nature and extent of the consultative procedure to be followed for each specific appointment under consideration. Consultative procedures will vary; depending on the particular circumstances the procedures usually will involve consultation with faculty members; and may also include students; other University staff members; or knowledgeable outsiders. Faculty members consulted may include faculty from within or outside the department under consideration; and may be tenured and/or probationary; the students may be present and/or former ones.~~

Revised paragraph two: Variations in department sizes suggest flexible guidelines governing faculty participation in the consultative process. Consequently, the department will decide by majority vote of the full time faculty (non-tenured and tenured) the procedures by which not more than three nominees are to be selected and presented in order of departmental preference to the school dean. In the event that these procedures require the creation of ad hoc committees, their duties and membership shall be determined by a majority vote of the full time faculty. Departmental preference shall be established by secret ballot.

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The department's full time faculty may decide, by two-thirds majority vote, not to follow these guidelines. In that case, the school dean will confer with the President or his designee in order to determine the nature and extent of the consultative procedures to be followed. In this situation consultative procedures will vary; depending on the particular circumstances, procedures usually will involve consultation with faculty members, and may also include students, other University staff members, or knowledgeable outsiders. Faculty members consulted may include faculty from within or outside the department under consideration, and may be tenured and/or probationary; the students may be present and/or former ones.

The appointment of acting, interim or temporary department heads will also be made by the University President following consultation with the appropriate school dean.

FC:sa