

CALIFORNIA POLYTECHNIC STATE UNIVERSITY  
SAN LUIS OBISPO

Executive Committee, Academic Senate

Minutes January 3, 1974

- I. The meeting was called to order by Chairman Robert Alberti at 3:15 p.m.
- II. The minutes of the special Executive Committee meeting of November 6 and 9 and the minutes of the November 20 meeting were approved.
- III. Members in attendance were:

Robert Alberti	Marcus Gold	Arthur Rosen
Roy Anderson	Lezlie Labhard	Harry Scales
Robert Andreini	Barton Olsen	Paul Scheffer
Sara Behman	John Rogalla	Larry Voss
Robert Burton		

Guests in attendance were:

Robert Bonds, Activities Planning Center  
Donald Cheek, Counseling Center  
Carleton Winslow, Chairman, Faculty Library Committee

IV. Business Items

A. University-Wide Committee Nominations

The committee approved the nominations of Barbara Cook to the Environmental Health and Safety Committee and Will Alexander to the Impact Study Committee.

The newly-established Energy Conservation Committee consists of eight faculty members, one of whom will serve as the Senate representative. It was moved and seconded (Labhard, Anderson) to ask Handel Evans to serve as a liaison between the Energy Conservation Committee and the Senate. The motion passed.

An ad hoc Traffic Management Committee has been established to advise the Campus Planning Committee relative to the traffic plan on campus, and membership will include a Senate representative. It was moved and seconded (Anderson, Labhard) to ask Ruben Greffenius to serve in that capacity. The motion passed.

B. Status of Reorganization

There has been no change since the new reorganization chart which was attached to the December 11 issue of Cal Poly Report.

C. Dean and Department Head Evaluation Status

Larry Voss reported that the Dean Evaluation Proposal is about ready to be issued, but the President received a request from one of the employee organizations to have comment and reaction to the proposal prior to its issuance. That request has been honored along with a similar request to all employee organizations to respond if they wish. Since the responses are due by the end of this week, a final decision should be made shortly thereafter.

Concerning the Department Head Evaluation Proposal, there are two unresolved areas of controversy:

1. Whether the evaluation by faculty of department heads should be anonymous;
2. Whether the evaluations should be permissive or mandatory for each department.

The President has had various input, but now has to make the final decision before issuance.

D. Faculty Data File

The Chairman announced that he has received two responses to his request for suggestions for improving the faculty data file which originated out of the Faculty Interest Survey that was distributed to faculty members last year. Improving the file hopefully would enable the Executive Committee to make better committee appointments. Chairman Alberti requested additional input in the form of written comments from Executive Committee members.

E. New Senate Member

The caucus of senators from the School of Human Development and Education have nominated Louis Pippin to serve on the Senate for Winter Quarter in the absence of Alice Roberts. It was moved and seconded (Rosen, Rogalla) to approve Dr. Pippin as the replacement for Alice Roberts. The motion carried.

F. Student Community Services

Robert Bonds explained to the committee the purpose of this voluntary organization of students and focused on the involvement within the community of 300-400 students who have assisted various people and organizations. Students have been involved in assisting flood victims; tutoring; volunteering help for United Church Care Center for handicapped people, youth recreation programs, Atascadero State Hospital, and Avila School. This volunteerism has had an effect on the academic departments in that students are coming up with ideas for courses which would incorporate their "field service" into particular classes. Mr. Bonds wanted faculty members to be aware of the Student Community Services Program in order that they better understand the requests of students for additional courses related to their involvement in the community.

It was moved and seconded (Scales, Burton) that a statement of the work of the Student Community Services be an attachment to the next Academic Senate Agenda as an information item so that this important work can be imported to the faculty, with time made available so that Robert Bonds may answer questions. The motion passed.

Since Mr. Bonds will not be available for the January meeting, he has agreed to be present at the February meeting when Student Community Services will be introduced as an information item.

G. Learning Assistance Center

As explained by Donald Cheek, who is coordinating development of a proposed Learning Assistance Center, the Center would deal with student learning problems. Whether the problem be how to study, time management, motivational or physiological in nature, the Center will have a complete diagnostic program which will enable a student to become aware of his particular problem and obtain assistance. One function of the facility will be to serve as a library-type of housing for instructional materials. Dr. Cheek's proposal has been endorsed in concept by the Senate's Instruction Committee, and he now wishes to inform the full Senate about the program of the Learning Assistance Center, and is seeking support and suggestions from the Senate.

It was moved and seconded (Rogalla, Scales) to put Dr. Cheek's presentation of the Learning Assistance Center on the agenda for the next Senate meeting. The motion carried.

H. CSUC Inter-Library Cooperation (See Attachment III-D, Executive Committee Agenda, January 3, 1974.)

Carleton Winslow, Chairman of the Library Committee of the Senate, reviewed the "Summary and Interpretation of the Department of Finance Report on Library Cooperation, June, 1973". The essence of the report deals with two major changes which will affect Cal Poly:

1. Organization of a northern and southern library consortia within the state, creating two manageable geographical areas in which bibliographic sharing can occur.
2. Inter-library cooperation based on subject specialization in which the university's main area of specialization will also be the top priority bibliographic area.

The main recommendation from the Library Committee is that the Academic Senate give a permanent charge to that committee to maintain close scrutiny on the implementation of a reorganized library system since these changes could possibly affect Cal Poly adversely.

It was moved and seconded (Anderson, Scales) to include this report of the Library Committee, as presented by Carleton Winslow, on the agenda as an information item at the January Academic Senate meeting. The motion passed.

I. Administrative Council Items (See Attachment III-E, Executive Committee Agenda, January 3, 1974.)

Lezlie Labhard, Senate representative to the Administrative Council, reported to committee members the following items:

1. Car Pools - Don Shelton's office will be considering the feasibility of car pools and needs input from the Senate.

It was moved and seconded (Scales, Gold) that this idea of car pools be put on the agenda as an information item for the next Senate meeting. The motion passed.

2. Parking Regulations - Jim Landreth will be contacting the Senate on parking regulations--specifically, tow-away and illegal parking signs.
3. Master Plan Changes - Doug Gerard has presented changes in the Master Plan since the last presentation, and he has requested suggestions on how input might be handled.

J. Statewide Academic Senate Report

Roy Anderson, statewide senator, discussed with committee members the 60/40 ratio as basis for promotion and the stand against it which was endorsed by the Academic Senate, CSUC, on November 9, 1973. While several committee members expressed hope that the 60/40 method of promotional basis would be dissolved, there was equal concern that a system based on merit alone would cause other problems.

It was moved and seconded (Anderson, Scales) to place the resolution of the Academic Senate of CSUC concerning 60/40 on the agenda for the January Senate meeting. The motion passed.

Dr. Anderson also reported on a constitutional amendment that is being considered by the Academic Senate of CSUC which states that if the individual college wishes to designate one of the Senate positions to be filled on a one-year basis, it could do so. The amendment originated from a request from San Francisco State that the Chairman of their Academic Senate also be a statewide academic senator during the one-year period that he is chairman of their local Senate.

The Executive Committee members did not support the substance of the amendment because of the many responsibilities of local Senate chairman, but there was no objection to passing the amendment inasmuch as it would be permissive and not mandatory for each Senate.

K. Class Scheduling and Computerized Registration

Bob Burton reported that there is no relationship between (1) the possibility

of Cal Poly going to computerized registration and (2) the concerns of Vice President Andrews relative to the increased number of students expected next Fall without a corresponding increase in room space. Computerized registration is just being considered by the University Scheduling Committee. The increase in students, however, is an immediate concern, and the faculty needs to be involved with the administration in the planning for this increase before final decisions are made for next Fall.

Bob Burton moved and John Rogalla seconded the motion to recommend that the Instruction Committee contact Vice President Andrews immediately so as to express the faculty's desire to have a representative meet with his staff in order that the entire Senate can be informed when decisions are made concerning class scheduling for next Fall.

John Rogalla agreed to inform the Instruction Committee about the class scheduling situation, and Bob Burton likewise agreed to meet with that committee to give his presentation.

In view of this alternative action, the motion was withdrawn.

L. Vice President for Academic Affairs

The role of the Academic Senate in the process of selection of a new Vice President for Academic Affairs was discussed. Some members of the Executive Committee offered to discuss the matter further with their caucuses. No action was taken.

M. Assigned Time for Committee Chairmen

President Kennedy has granted assigned time (0.2) to the Chairman of the Personnel Review Committee and the Curriculum Committee for the Winter and Spring quarters this year. Hereafter, the Chairman of the Personnel Review Committee will receive 0.2 assigned time each Winter and Spring quarters. The Chairman of the Curriculum Committee will receive 0.2 assigned time during the Winter and Spring quarters of even-numbered (catalog copy preparation) years. The Executive Committee heartily endorsed this action.

V. Announcements and Information Items

- A. The Chairman announced that the President's office has asked for a recommendation on a request granting Faculty Emeritus status to Theodore Matthew, who had fourteen-plus years of service in the Chemistry Department. Mr. Matthew has had at least six summer quarter teaching assignments during his employment period at Cal Poly. The Executive Committee concurred with the request.

VI. The meeting adjourned at 5:35 p.m.