

AGENDA

Faculty-Staff Council  
California State Polytechnic College  
Tuesday - February 13, 1968  
3:00 p.m. - Staff Dining Room

ORDER OF BUSINESS

1. Approval of the minutes of the Faculty-Staff Council meeting of January 16, 1968.
2. Approval of the minutes of the Faculty Sub-Council meeting of January 23, 1968.
3. Recommendation from the Student Affairs Committee.

*approved*  
The Faculty-Staff Council recommends to the President the statement included in the report of the Student Affairs Committee dated February 8, 1968. *ATT.*

4. Recommendation from the Administrative Council. *ATT.*

*Release of 1968  
Student Affairs  
Committee*  
The Faculty-Staff Council recommends to the President that Section 305.15 (Sunday Use of College Facilities) of the Employee's Handbook be deleted in its entirety.

5. Recommendation from the Instruction Committee. *ATT.*

*approved*  
The Faculty-Staff Council recommends to the President that high priority be given to initiation of a program for self-evaluation of teaching performance utilizing video-tape recorders and that necessary equipment be included in the College budget at the earliest possible date.

6. Recommendation from the Instruction Committee. *ATT.*

*approved*  
The Faculty-Staff Council recommends to the President that:

- 1) He establish a "College Teaching Seminar Series" on a regularly scheduled meeting basis, possibly for the 1968 fall quarter.
- 2) Faculty members who attend on a regular basis receive credit for one equivalent unit of workload.

7. Recommendation from the Curriculum Committee. *ATT.*

*passed*  
The Faculty-Staff Council recommends to the President that the following college-wide policy of electives be adopted:

- 1) Each baccalaureate curriculum will include at least 12 units of electives, of which a minimum of 6 will be unrestricted and the remaining may be restricted by the department (or school, if departments are not in existence).
- 2) An unrestricted elective is one in which the student has complete freedom of choice.
- 3) A restricted elective is one chosen from a list prepared by a department (or school, if departments are not in existence).

8. Report from the Faculty Personnel Committee. *ATT*

*Report received*

9. Report from the Constitution Committee.

*deferred*  
*reported*  
*reported*  
10. Report from the Research Committee.

11. Report from the Professional Ethics Committee.

12. Report from Inauguration Committee.

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#### ANNOUNCEMENTS

- ✓ 1. A sub-committee of the Faculty Personnel Committee has been appointed to study and report a revision of the faculty evaluation form.
- ✓ 2. A sub-committee of the Faculty Personnel Committee has been appointed to study and report on a process for evaluation of department heads.
- ✓ 3. The following have been elected to the Consultative Committee for the selection of a dean of the School of Architecture: R. Graves, D. Koberg, P. Neel, K. Schwartz, and W. Ward from the School of Architecture; J. Stechman from the School of Agriculture; H. Kabat from the School of Applied Sciences; D. Perello from the School of Applied Arts; and H. Hendrix from the School of Engineering. H. Hendrix has been elected chairman.
- ✓ 4. Nominations to fill vacancies in the Faculty-Staff Council will be due on March 5, 1968.

#### ATTACHMENTS

- I. Report of the Student Affairs Committee, February 8, 1968.
- II. Report from Dave Grant, representative to the Administrative Council, February 5, 1968.
- III. Report from the Instruction Committee, February 2, 1968.
- IV. Report from the Instruction Committee, February 5, 1968.
- V. Report from the Curriculum Committee, February 2, 1968.
- VI. Report from the Faculty Personnel Committee, February 6, 1968.

Attachments are available on request by calling 2441.

To : Corwin M. Johnson, Chairman  
Faculty-Staff Council

Date: February 8, 1968

From : Student Affairs Committee  
G. Seeber, W. Loper, E. Strasser, C. Batchelor, A. James, J. Arias

Subject: Recommendation Regarding the Adoption of a Position Statement Relative to  
Dealing with Disruptive Demonstrations on Campus

In view of the many disturbances on campuses, particularly over recruiting efforts of military-oriented organizations, it was suggested by Dean Chandler and President Kennedy that the Faculty-Staff Council adopt a position statement regarding such disruptive actions. The Student Affairs Committee was given the charge of developing this position statement.

The committee studied an A.A.U.P. policy statement, the resolution adopted by the State College Trustees on November 30, 1967 and several statements written by members of the committee. In the final analysis it was agreed that a statement patterned after the State College Trustee's Resolution best suited the situation.

Motion - The Faculty-Staff Council adopts the following position statement as presented by the Student Affairs Committee of the Faculty-Staff Council, dated February 8, 1968 and forwards it to the President of the college for consideration.

Faculty-Staff Council - Position Statement Regarding Disruptive Student Actions

- 1) The council condemns violence or the threats of violence against persons or property, or any acts of coercion which result in the interruption or are designed to interrupt the educational process or lawful operation of California State Polytechnic College, San Luis Obispo.
- 2) Enforcement of campus rules on student conduct is essential to preserve the campus as a place of freedom in which the rights of individual students are recognized and protected.
- 3) Students have the right on campus to meet with representatives of the government of the United States, and of other public agencies and of any or all private industry on a non-discriminatory basis for interviews in connection with planning their future public or private service or employment. These rights shall be protected.
- 4) The council is sensitive to the rights of the students to debate current issues, to protest policy and to dissent. These rights, in accordance with pertinent college rules as to time, place and manner, must also be protected. But the right to dissent affords no excuse to disrupt college operations or to interfere with the rights of fellow students.
- 5) It is expected that the leadership of the president, the judgment of the faculty and the good sense of the students will maintain the college campus as a place of order in balance with freedom. In any event, the council recognizes that it is desirable for the college, as far as possible, to provide for its own internal security. If internal measure and security are insufficient to safeguard the campus and the orderly process of education, the college president is expected to call in outside community law enforcement officers.

MEMORANDUM

California State Polytechnic College

To : Dr. Corwin Johnson  
Chairman, Faculty Staff Council

5 February 1968

From : Dave Grant

Subject: Request for Consideration and Action

The Administrative Council has received a request to delete Section 305.15 of the Employee's Handbook, which is as follows:

"Sunday Use of College Facilities

- "1) No intercollegiate game, including intercollegiate rodeos, shall be played on Sunday using college facilities except in emergency situations approved in advance by the President.
- "2) College facilities shall not be used on Sunday for activities involving admission charges, unless such activities are required by some special condition."

As a member of the Administrative Council, I have been asked to secure the reaction of the Faculty-Staff Council to this proposal.

In order to secure discussion and possible action on this proposal, Be it Resolved, that the Faculty-Staff Council recommends to President Kennedy that Section 305.15 of the Employee's Handbook be deleted in its entirety.



To : Corwin M. Johnson, Chairman  
Faculty-Staff Council

Date: February 2, 1968

From : Instruction Committee  
Rhoads, A. Miller, J. Stone, R. Frost, J. Heinz

Subject: Recommendation for "In Service" Teaching Seminars

The Instruction Committee, in open door sessions throughout the past quarter, has explored the idea that some form of "in service" training program might be helpful in improvement of instruction.

Documents from other studies dealing with programs for instructional improvement were called to the attention of the committee and reviewed by it. Past recipients of the "Outstanding Teacher Award" were invited to meet with the committee and present their views.

Many suggestions on ways to improve the instructional program have been brought to the committee from various sources and, though widely divergent in scope, all have appeared to have some merit. Because of the diverse nature of possible approaches, the committee feels that an "omnibus" type of recommendation would be an unreasonable approach with little prospect of implementation in the immediate future. Instead, the committee proposes to make recommendations on "specific phases of instructional improvement." The "College Teaching Seminar Series" has been selected for the first item of recommended action.

*approved*  
RECOMMENDATION

The Faculty-Staff Council recommends to the President that:

- 1) He establish a "College Teaching Seminar Series" on a regularly scheduled meeting basis, possibly for the 1968 fall quarter.
- 2) Faculty members who attend on a regular basis receive credit for one equivalent unit of workload.

Although not a part of the recommendation to the President, the committee offers the following suggestions concerning a "College Teaching Seminar Series:"

- 1) Possible seminar resource personnel might include: outstanding teacher award recipients, specialists from the Education Department, A-V specialists, librarians, testing and counseling specialists, administrators, or students as the topic demands.
- 2) Possible topics might include the following:
  - a. Panel Discussion - "Characteristics of an Effective Teacher."
  - b. Techniques of A-V teaching.
  - c. Instruction in using A-V equipment.
  - d. Discussion of kinds of A-V services available.
  - e. Library services available and how to effectively utilize them.
  - f. Student Counseling - Counselors' views.
  - g. Student Counseling - Students' views.
  - h. Presentations by Outstanding Teachers for personnel in the various schools.
  - i. Effective testing procedures.
  - j. Administrative procedures, records, and related topics.
  - k. Computerized instructional methods.
  - l. Educational research methods.
  - m. Independent study techniques and applications.
- 3) Funds for bonus pay or honoraria for seminar leaders might be available from such sources as the National Science Foundation, The National Defense Education Act, Ford Foundation, or the Legislature. Recent journal articles seem to indicate that support might be available for in-service training objectives. Both bonus pay and specialized equipment for the offering appear worthy of investigation by the proper authorities.

ATTACHMENT III

Memorandum

California State Polytechnic College

To : Corwin M. Johnson, Chairman  
Faculty-Staff Council


Date: February 5, 1968

From : Instruction Committee  
Rhoads, A. Miller, J. Stone, R. Frost, J. Heinz

Subject: Recommendation Concerning Video-Tape Recorders for Self-Evaluation of Teaching Performance

The committee is convinced that the utilization of instant playback TV tape equipment for self-evaluation of classroom teaching can benefit the instructional improvement program at Cal Poly. (John Heinz may present a brief report on the possibilities for this technique.)

RECOMMENDATION

The Instruction Committee moves that the Faculty-Staff Council recommends to the President that high priority be given to initiation of a program for self-evaluation of teaching performance utilizing video-tape recorders and that necessary equipment be included in the college budget at the earliest possible date.

Memorandum

California State Polytechnic College

To : Dr. Corwin Johnson  
Chairman, Faculty-Staff Council

Date: February 2, 1968

From : D. W. Hensel  
Chairman, Curriculum Committee

Subject: Policy Proposal on Electives

Motion for adoption: The Faculty-Staff Council recommends to the President that the following college-wide policy on electives be adopted:

1. Each baccalaureate curriculum will include at least 12 units of electives, of which a minimum of six will be unrestricted and the remaining may be restricted by the department (or school, if departments are not in existence).
2. An unrestricted elective is one in which the student has complete freedom of choice.
3. A restricted elective is one chosen from a list prepared by the department (or school, if departments are not in existence).

The following information is explanatory and not to be construed as part of the recommendation.

The committee considered applying a policy based on a percentage concept, and examined the consequences of declaring that 5% or 6% of the total units should be devoted to electives. The numerical consequences of such percentage applications are recorded below:

	TOTAL UNITS FOR GRADUATION			
	186	198	204	210
6%	11.16	11.88	12.24	12.6
5%	9.3	9.9	10.2	10.5

204  
51 science  
51 major AC  
51 major discipline  
51  
27- Soc Sci & Hum  
8- Eng & Comp  
5- PE  
4- shells  
7- electives

Memorandum

California State Polytechnic College

To : Dr. Corwin Johnson, Chairman  
Faculty-Staff Council

Date: 6 February 1968

From : Dave Grant, Chairman Faculty Personnel Committee

Subject: Progress Report

The Faculty Personnel Committee is presently considering plans and procedures for the establishing of a more permanent Faculty Review Committee whose purpose will be to review reappointments, tenure, and promotions as specified in the Administrative Code, Title 5.

Our plan will be to present a tentative information copy, schedule a hearing on the tentative proposal, and then present the final draft for action by the Faculty Sub-Committee of the Faculty-Staff Council.

Our second subject under discussion is the nature, content, and availability of personnel files for the faculty. We will follow the schedule of a preliminary draft, hearing, and final copy for action. )

Our third subject under consideration is a review of a tenure proposal which had been omitted from the earlier consideration.