

MINUTES

FACULTY-STAFF COUNCIL California State Polytechnic College San Luis Obispo, California

Tuesday, January 10, 1967
Meeting No. 5

The meeting of the Faculty-Staff Council was called to order by Chairman Anderson at 3:15 p.m.

The following members were present: W. Alexander, R. Andreini, R. Anderson, W. Anderson, C. Batchelor, O. Casey, E. Chandler, M. Clinnick, F. Crane, C. Cummins, W. Curtis, B. A. Dickson, E. Dorrough, M. Eyler, C. P. Fisher, B. Fitzgerald, J. Fredericks, R. H. Frost, K. G. Fuller, V. Gates, M. Gold, D. M. Grant, R. L. Graves, R. Hall, J. Hampl, R. Harris, J. Hirt, H. C. Finch, E. Hyer, C. Johnson, R. Keif, B. Loughran, J. W. McCombs, J. McGrath, B. Mounts, D. Nelson, G. Noble, M. Piuma, H. Rhoads, G. Rich, H. Rickard, G. Salo, W. Schroeder, G. Seeber, F. Tellew, W. Thurmond, P. Turner, H. Walker, R. Wheeler.

READING OF MINUTES

MSP -- Minutes of the December 12, 1966, meeting approved as mimeographed.

REPORTS

Student Persistence Study Committee -- Dr. Joics Stone, Chairman, presented a status report to bring the work of the committee up to date. He stated that there are two primary reasons students drop out of college: 1.) student lacks skills and basic abilities, 2.) lack of motivation. Thirteen projects are proposed for this committee with the help of the faculty for action this year. Two of the projects are underway: 1.) faculty advisement improvement program, 2.) a study of remedial and tutorial program. Dr. Stone encouraged faculty and staff to be concerned about the persistence of students and, also, encouraged the faculty and staff to work on the various projects of this Committee.

BUSINESS ITEMS

Student Affairs Committee -- Dr. Tellew, Chairman, presented the Committee's November 16, 1966, memorandum entitled, "Establishment of a 'Fairness Board.'" (Attachment to Agenda for meeting #4, dated December 12, 1966)

MSP -- The establishment of a "Fairness Board" on this campus.

MS -- The adoption of organization and procedures for a committee as outlined in the attachment. (Fairness Board - A Proposal) (11-16-66 memo)

Amendment to motion:

MS -- III, B, 3. be added to read: The Fairness Board Chairman will rule on whether the complaint shall be heard to guard against chronic complainers. Motion defeated.

Amendment to motion:

MS -- II, C. be changed to read: Three representatives from the Student Body. Motion defeated.

Amendment to motion:

MSP -- II. be amended to read: Board Composition (Responsible to Faculty-Staff Council, appointed by the Chairman of the Faculty-Staff Council for a term of two years in overlapping terms. Does not apply to student member.)

Amendment to motion:

MSP -- III. d, 3. b. be amended to read: If board disagrees, then Step 3 taken except when defendant changes his mind and agrees with the Board.

MSP -- Original motion be tabled until the next regular meeting. (Amended "Fairness Board - A Proposal" attached)

Sub-Committee on Faculty Salaries, Dr. William Alexander, Chairman,

MSP -- This business item be considered at special meeting of the Faculty Sub-Council next week, January 17, 3:15 p.m., Staff Dining Room.

ANNOUNCEMENTS

Dr. Harry Finch of the Biological Sciences Department will serve on the Faculty-Staff Council for Winter and Spring Quarters during the absence of Dr. Hensel.

Mr. Glen Rich has resigned as a member of the Faculty-Staff Council due to his having accepted a position in the Student Personnel Division as of January 1. An appointment will be made from the Agricultural Division to replace him.

There is an office for the Faculty-Staff Council now available in the Library Reading Room. Chairman Anderson will have office hours there on a regular basis beginning January 16, 1967, as follows:

Monday	11:00 - 12:00
Tuesday	2:00 - 3:00
Wednesday	11:00 - 12:00
Thursday	8:00 - 9:00
Friday	11:00 - 12:00

Special meeting of the Faculty Sub-Council -- January 17, 3:15 p.m.

Regular meeting of the Faculty-Staff Council -- February 14, 3:15 p.m.

FAIRNESS BOARD
(A Proposal)

I. Types of Problems to be considered:

- A. Grading
 - 1. Individual
 - 2. Group
 - a. High Grades)
 - b. Low Grades)
- B. Housing and Cafeteria
- C. Parking and Traffic Violations
- D. Registration
- E. Disciplinary
- F. Health Services
- G. Curricular Evaluations, Deviations, Substitutions
- H. Other

Where a protest is made concerning one section as opposed to another section of the same class.

II. Board Composition (Responsible to Faculty-Staff Council, appointed by the Chairman of the Faculty-Staff Council for a term of two years in overlapping terms. Does not apply to student member.)

- A. One tenured faculty member from each of the instructional divisions:
 - 1. Applied Arts 1
 - 2. Applied Sciences 1
 - 3. Agriculture 1
 - 4. Engineering 1
- B. One tenured member from the Student Personnel Division 1
- C. One representative from the Student Body. Qualifications 1
for student member would require a minimum of a 2.5 gpa,
not less than junior standing and consecutive attendance
at Cal Poly for at least the 3 quarters preceding his
appointment.

Total 6

- D. Chairman to be elected by the Committee

III. Procedure:

- A. Prior Action
 - 1. No complaint will be accepted unless the individual or group has carried the problem through normal channels to the division head level.
(It is the responsibility of the board to determine appropriate channels)
- B. Initiating Action:
 - 1. Form of complaint would require:
 - a. Statement of Complaint
 - b. Background of details
 - c. Witnesses where applicable
 - d. Documents
 - 2. Submitted by:
 - a. Student(s)
 - b. Faculty or Staff member on behalf of student(s) e.g. a student's adviser.

C. Review Process:

1. Acceptance or Rejection of Complaint for Study
 - a. Evidence Sufficient
 - b. Complaint Sufficiently Serious
 - c. Proper Procedure Followed

D. Concluding Action:

1. Quorum of 4 members essential to balloting
2. Step 1 -- Notice of Action to
 - a. Complainant
 - b. Defendant -- defendant responds in acceptance or rebuttal
3. Step 2 -- Board reviews any rebuttal
 - a. If board agrees with defendant's action, no further action
 - b. If board disagrees, then Step 3 taken except when defendant changes his mind and agrees with the Board
4. Step 3 -- Board report sent to Division Dean; Chairman, Faculty-Staff Council; Defendant

- E. In general, testimony before the board will be held in confidence with only final decisions of the board being communicated as expressed in III. D. 4.