

MINUTES

SLO FACULTY-STAFF COUNCIL

California State Polytechnic College - San Luis Obispo

Tuesday, February 14, 1967 - *Feb. 28 (page 4-5)*

Meeting No. 6

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. Anderson, W. Anderson, D. Andrews, C. Batchelor, O. Casey, E. Chandler, M. Clinnick, F. Crane, C. Cummins, W. Curtis, E. Dorrough, M. Eyler, C. Fisher, B. Fitzgerald, R. Frost, K. Fuller, V. Gates, M. Gold, *Call* R. Harris, J. Hirt, H. Finch, C. Johnson, R. Keif, J. McCombs, D. Nelson, G. Noble, M. Piuma, H. Rhoads, G. Chizek, H. Rickard, G. Salo, W. Schroeder, G. Seeber, W. Smith, F. Tellew, W. Thurmond, P. Turner, H. Walker, and R. Wheeler.

READING OF MINUTES

MSP -- Minutes of the January 10, 1967, meeting approved as mimeographed.

MSP -- Minutes of the January 17, 1967, Faculty Sub-Council meeting approved as mimeographed with the following names to be added to the members present: Messrs. C. Fisher, K. Fuller, and V. Gates.

PRESENTATION

Dr. Dale Andrews, Vice-President and Chief Administrative Officer, presented to the Faculty-Staff Council information regarding the recent meeting at the Chancellor's Office of the State College Presidents.

BUSINESS ITEMS

1. MSP -- To take from the table the resolution relating to the Fairness Board and consider it as a business item.

MS -- To amend the pending resolution (attachment to January 10, 1967 minutes) as follows:

Delete No. III, D, 2, Step 1, and in its place insert: "Results of the preliminary study should be relayed to student and staff members involved that the case 'does' or 'does not' merit further study."

Delete No. III, D, 4, Step 3, and in its place insert: "The Chairman of the board will relay the decision to the staff member."

Add Step 4 to read: "If the problem was repeated by the staff and/or if the Fairness Board considers further action as necessary, then a summary report should be presented to the Chairman of the Faculty-Staff Council, who separately or after consultation with his Executive Committee may decide on a proper course of action."

MS -- To table the above amendment until the Faculty-Staff Council has had the opportunity to study further this amendment.

Motion defeated -- 15 yes, 16 no votes

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Original motion passed to amend the pending resolution. The suggestion was made that the word "respondent" be used throughout the Fairness Board Proposal instead of "defendant." The Chairman of the Student Affairs Committee accepted this suggestion. (Amended Fairness Board Proposal attached.)

2. MSP -- To take from the table the ^{Natural}~~National~~ Resources Management Proposal and consider it as a business item.

MS -- The Natural Resources Management Proposal be recommended for approval by the Faculty-Staff Council. (Attachment to February 14 Agenda)

MSP -- Amendment to motion: That the Faculty-Staff Council take no position about the administrative location of the curriculum or possible departmental status.

Original motion passed to endorse this proposal including the above amendment.

3. MS -- That the Tentative Position Paper on International Education revised as of 1/20/67 be approved.

MSP -- Move to amend the recommendation for approval of the Tentative Position Paper on International Education by adding a positive statement of the policy of the College to the paper which clearly shows that the international education described is an integral part, and not an adjunct to, the philosophy and objectives of the College. The following statement preceding the other policy items in this position paper would serve this purpose:

California State Polytechnic College provides occupationally centered education at the college level serving the needs of students for occupations in California, the United States, and throughout the world. Training is provided which is specifically directed to serve the needs of the less developed areas of the world both for the American students who are preparing to serve abroad and for the students from other lands training on campus and in college sponsored training centers in other countries of the world. This training on campus and overseas for both the American and the foreign students is undertaken in support of programs initiated and financed in part or total by the United States Government, private foundations or other agencies.

The original Motion passed as amended.

4. Chairman Marcus Gold of the Ad Hoc Committee to Study Possible Work Week Changes presented the committee's final report.

MSP -- That this report (attachment to February 14 Agenda) be accepted by the Faculty-Staff Council as the final report of this committee.

5. By vote of the members present of the Faculty-Staff Council, Dr. Herman Rickard of the Dairy Department was elected to replace Glenn Rich on the Executive Committee of the Faculty-Staff Council.

ANNOUNCEMENTS

1. It was a consensus of opinion of the Faculty-Staff Council that the approach to the "E" Grade as outlined in Dr. Andrews' 1/31/67 (attachment to February 14 Agenda) memo be approved.
2. Consultative Procedure for Appointments to Deans of Instructional Schools has been approved by Dr. Andrews.
3. A special meeting of the Faculty-Staff Council will be held on Tuesday, February 28, at 3:15 p.m. in the Staff Dining Room.

DISCUSSION

1. Chairman Roy Anderson reviewed the meeting of the Educational Policies Committee, Academic Senate, which he attended on February 22nd.
2. Dr. Tellev, Chairman of the Student Affairs Committee, reviewed the situation at the present time of the Faculty Evaluation by students.
3. MSP - That the discussion item, Faculty-Staff Council Evaluation, be made a Business Item.
- /// MSP - That there be an Ad Hoc Committee appointed to evaluate the Faculty-Staff Council.

Discussion on the above motion brought forth the following suggestions:

Every department be represented
 Non-tenured members also be on the Council
 Review committee structure
 Faculty and staff have separate councils

Chairman Anderson appointed the Personnel-Faculty and the Personnel-Non-Faculty Committees to serve as the Ad Hoc Committee to Evaluate the Faculty-Staff Council. The Chairman of the Committee will be appointed at the first meeting from the members. //

COMMITTEE REPORTS

1. Communications Committee, Dr. Dan Lawson, Chairman

Dr. Lawson reviewed the items that this committee has been working on, which include policies and guidelines for student publications and taping interviews with persons who have been particularly involved in the history of Cal Poly. A written report from his committee will be available in the near future.

2. Curriculum and Instruction Committee, Rodney Keif, Chairman

Mr. Keif noted that his committee was in the midst of working on catalog copy for the 1968-69 catalog as well as the Long Range Education Committee's Phase II report and a position paper pertaining to teacher education.

3. Professional Ethics Committee, Pearl Turner, Chairman

Miss Turner asked that all faculty please return the questionnaire concerning opinions on graduate degrees taken at Cal Poly by Cal Poly faculty. This committee is making a survey of the opinions of the faculty on this subject.

4. Warren Anderson and Edgar Hyer, Academic Senators, briefly reviewed the recent meeting of the Academic Senate and distributed to the members a report of the meeting.

ANNOUNCEMENTS

1. Grievance procedures are being reviewed by the Faculty-Personnel Committee.
2. Chairman Anderson requested that all motions and amendments be written out and given to the Secretary of the Faculty-Staff Council.
3. A General Education Committee has been established, and the members are listed in the February 28 issue of the Staff Bulletin.
4. An El Corral College Store Advisory Committee has been established which consists of three faculty and staff members, two students and the Foundation Manager who is Chairman of the Committee.
5. Available for review in the Faculty Reading Room of the Library is the 4th Annual Report to the Governor and Legislature on the Personnel Matters in the California State Colleges.
6. A resolution received from the San Fernando Valley State College Faculty Council regarding State College budget matters was read by Chairman Anderson. It was the consensus of opinion that our Faculty-Staff Council finds it inappropriate to prepare and submit such a resolution.
7. Chairman Anderson reviewed the work of the Chancellor's Presidential Selection Committee stating that there has not been a firm date established for submission of names. Dr. Anderson also stated that the Chancellor has asked for not more than five names to be submitted.
8. The next regular meeting of the Faculty-Staff Council will be on Tuesday, March 14, 1967, in the Staff Dining Room, 3:15 p.m.
9. Administrative Bulletin 67-2 Policy on International Education - attachment members only.

FAIRNESS BOARD

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

C. One representative from the Student Body. Qualifications

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. Results of the preliminary study should be relayed to student and staff members involved that the case 'does' or 'does not' merit further study.
3. Step 2 -- Board reviews any rebuttal
 - a. If board agrees with respondent's action, no further action
 - b. If board disagrees, then Step 3 taken except when respondent changes his mind and agrees with the Board
4. Step 3 -- The Chairman of the board will relay the decision to the staff member.
5. Step 4 -- If the problem was repeated by the staff and/or if the Fairness Board considers further action as necessary, then a summary report should be presented to the Chairman of the Faculty-Staff Council, who separately or after consultation with his Executive Committee may decide on a proper course of action.

- 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.

Revised 2/14/67
Faculty-Staff Council