



Distribution: All Faculty and Staff

MINUTES

Faculty-Staff Council
California State Polytechnic College
Tuesday - January 16, 1968

1. A quorum being present, the Faculty-Staff Council was called to order at 3:15 p.m. by the chairman, Corwin Johnson.

The following members were present: W. Alexander, R. Anderson, R. Andreini, C. Batchelor, J. Bedal, E. Chandler, O. Casey, G. Chizek, C. Cummins, W. Curtis, B. Dickson, E. Dorrough, H. Finch, C. Fisher, R. Frost, G. Furimsky, V. Gates, J. C. Gibson, D. Grant, R. L. Graves, D. Hensel, A. Higdon, E. Hyer, C. Johnson, R. Keif, R. E. Kennedy, I. Kogan, D. Lawson, L. Lewellyn, W. Loper, B. Loughran, T. Meyer, A. Miller, R. Morton, B. Mounts, J. Neal, D. Nelson, L. Osteyee, W. Phillips, M. Pluma, E. Reagan, H. Rhoads, H. Rickard, W. Schroeder, G. Seeber, E. Smith, E. Strasser, H. Walker, R. Wheeler, A. Wirshup, V. Wolcott.

2. The chairman added a report from the Professional Ethics Committee to the agenda and moved the report from the Faculty-Student Committee on Faculty Evaluation up to number two place on the agenda.
3. The minutes of the December 13, 1967, meeting were approved as submitted.
4. Stephen Kesler, Student Chairman of the Faculty-Student Committee on Faculty Evaluation, described certain plans for student evaluations of faculty performance. He made reference to the statement of his committee attached to the agenda for this meeting and explained how the student evaluations may be used in granting tenure and promotions.

5. Moved by Rhoads and seconded by Andreini:

The Faculty-Staff Council recommends to the President that the student evaluations as presented and outlined be approved and initiated.

6. Moved by Alexander and seconded by Seeber:

This recommendation be referred to the next meeting of the Faculty-Sub Council.

Motion to refer approved on a voice vote.

7. Dave Grant reported the following procedures recommended by the Joint Faculty/Staff Personnel Committees:

"Consultative Procedure for Appointment to Administrative Vice-President

1. When a vacancy occurs in the Administrative Vice-President position the President will send notice of the position vacancy to the chairman of the Faculty-Staff Council and request that a consultative committee be formed.

2. Upon receipt of the notice of the position vacancy, the chairman of the Faculty-Staff Council will initiate the formation of a consultative committee using the following procedures:
 - a. The committee will be composed of tenured faculty and staff; two members from the Business Management Division, two members from the Student Personnel Division, one member from Auxiliary Services, and three members from the tenured faculty, with no more than one from any one school.
 - b. Nomination of nonacademic members will be by petition with ten signatures being required in order to place a staff member's name on a divisional ballot. The signatures on this petition must be those of members of his division. The petitions are to be submitted to the chairman of the Elections Committee of the Faculty-Staff Council.
 - c. Nomination of the faculty members will be by petition with ten signatures being required in order to place a faculty member's name on the ballot. Signatures can be solicited from the entire faculty. The petitions are to be submitted to the chairman of the Elections Committee of the Faculty-Staff Council.
 - d. The Elections Committee of the Faculty-Staff Council will conduct an election in each of the appropriate areas of the college. In this election each member will vote for one, two or three of the candidates from his area. The candidates receiving the most votes will be the members of the consultative committee except as limited by paragraph 2a.
 - e. The consultative committee will select its own chairman.
3. If the President has any nominations to submit for the Administrative Vice-President position, those names will be reviewed by the committee which will then make its recommendation to the President. If additional nominations are desired or if no nomination is made by the President, the committee will request the President to make formal announcement of the vacancy and follow the usual personnel practices in giving notice of professional vacancies.
4. The President or his designee will receive all applications. The entire list will be forwarded to the consultative committee along with the full information available on each candidate's educational and professional qualifications. The President may indicate which candidates on the list he considers not qualified for the position.
5. No appointments to Administrative Vice-President will be made except from the list submitted to the consultative committee.
6. The President or his designee will meet with the consultative committee in order to hear its advice on each candidate. Every effort will be made to reduce the list of candidates to those who are mutually acceptable. The consultative committee has the prerogative of interviewing candidates.

7. It is not anticipated that a candidate will be considered for appointment unless he is deemed acceptable to the consultative committee; however, the final responsibility is given to the President. (See Title 5, Administrative Code.)
8. The committee will be free to report its deliberations to the Faculty-Staff Council in a manner appropriate to the handling of professional personnel matters."

8. Moved by Grant and seconded by Graves:

The Faculty-Staff Council recommends to the President the Consultative Procedures for Appointment to Administrative Vice-President as above.

The recommendation was approved on a voice vote without objection.

9. President Kennedy announced his approval of the Consultative Procedure for Appointment to Administrative Vice-President and gave notice to the chairman of the Faculty-Staff Council that a vacancy exists in the position of Administrative Vice-President.

10. The chairman directed the Elections Committee to proceed with an election of a consultative committee as provided in the Consultative Procedures for Appointment to Administrative Vice-President.

11. Billy Mounts, Chairman of the Constitution Committee, made a brief progress report for his committee.

12. Roy Anderson, Chairman of the Elections Committee, reported that elections for a consultative committee for appointment to the position of Dean of the School of Architecture were not possible under the provisions of Administrative Bulletin 67-1.

13. The chairman, Corwin Johnson, asked the vice chairman, Dave Grant, to take the chair.

14. Johnson moved and Graves seconded:

Amendment of Administrative Bulletin 67-1 be made a business item.

Motion to make a business item approved by show of hands.

15. Johnson moved and Seeber seconded:

The Faculty-Staff Council recommends to the President the amendment of Administrative Bulletin 67-1 in Section 4. b. by adding:

In the event that the number of departments in the school is less than five, not less than ten candidates shall be nominated at large.

16. Roy Anderson moved and Andreini seconded:

This recommendation be referred to the Faculty Personnel Committee with directions to report to the next meeting of the Faculty Sub-Council.

Motion to refer failed on a show of hands.

17. Several additions to the amendment of Administrative Bulletin 67-1 were suggested. These additions were accepted by Johnson and Seeber and incorporated in the recommendation they had moved. The recommendation with all the accepted additions were restated as follows:

The Faculty-Staff Council recommends to the President the amendment of Administrative Bulletin 67-1 to:

- (1) Add to Section 4.b.

In the event that the number of departments in the school is less than five, not less than ten candidates shall be nominated at large with not less than two from each department.

- (2) Add to Section 4.d.

...if there are at least five departments in the school. When the school has less than five departments, each department shall have at least one member.

Recommendation was approved by a show of hands.

18. The chairman, Corwin Johnson, resumed the chair.

19. President Kennedy announced his approval of the amendments to Administrative Bulletin 67-1.

20. Irvin Kogan, Chairman of the Professional Ethics Committee, presented a short report on academic processions for the 1968 graduation.

21. The chairman noted the receipt of a copy of a resolution of no confidence in Chancellor Dumke as adopted by the Academic Senate of the California State College at Los Angeles. This resolution also urges this council to adopt a like resolution.

22. Moved by Graves and seconded by Rhoads:

The resolution of no confidence in Chancellor Dumke from the Academic Senate of the California State College at Los Angeles is received.

Motion to receive was approved on a voice vote without objection.

23. Moved by Grant and seconded by Andreini:

Revision of Administrative Bulletin 60-4 be made a business item.

Motion to make a business item approved by a voice vote.

24. Dave Grant, Chairman of the Faculty Personnel Committee, presented the following proposed revision of Administrative Bulletin 60-4.

1. The number of positions of each academic rank is based on a percentage distribution of all Faculty Staffing Formula teaching positions, full-time and fractional. Current State College regulations permit a maximum of 35% of the rank and class teaching faculty to be in the Principal rank, and a maximum of 60% in the combined Principal and Senior ranks.

Note

Note

2. The permissible percentage distribution by rank for purposes of appointment and promotion to the Senior and Principal ranks is determined by applying the above percentages to school and department position totals computed by:
 - a. Estimating by school and department the number of full-time and fractional Faculty Staffing Formula teaching positions which will be released for the Fall quarter of the college year in which appointments and promotions will be effective.
 - b. Including all full-time and fractional regular rank and class and Lecturer positions.
 - c. Excluding leave of absence replacement positions and substitute faculty positions.
 - d. Excluding part-time or full-time positions budgeted for coordination, administration, etc., i.e., department heads, production managers, elementary, secondary, and graduate education coordinators. Administrative and Instructional Administrative positions in the Student Personnel Division, Academic Affairs and Administrative Affairs with appointments which provide for academic rank are by State College policy excluded from the permissible percentage distribution by rank.
3. The percentage distribution by rank is applied in each school. Departments approximate as closely as possible the same distribution of percentages, with allowances made for special situations. The maximum permissible percentage in each school is 60% as determined in Item 2 above.

25. Moved by Grant and seconded by Keif:

The Faculty-Staff Council recommends to the President the above revision of Administrative Bulletin 60-4.

The recommendation was approved on a voice vote without objection.

26. President Kennedy announced his approval of the revision of Administrative Bulletin 60-4.

27. The chairman announced that the Faculty-Sub-Council will meet next Tuesday, January 23, 1968, at 3:00 p.m.

Respectfully submitted,

William M. Alexander, Secretary