

Distribution: All Faculty and Staff

MINUTES
Faculty-Staff Council
California State Polytechnic College
Tuesday, May 7, 1968

1. A quorum being present, the Council was called to order at 3:20 p.m. by Chairman Corwin Johnson.
2. The following members were present: R. Andreini, D. Andrews, J. Bedal, E. Chandler, O. Casey, G. Chizek, F. Clogston, C. Cummins, W. Curtis, E. Dorrough, H. Finch, C. Fisher, J. Fredericks, R. Frost, V. Gates, M. Gold, G. Hasslein, 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, B. Mounts, J. Neal, D. Nelson, M. O'Leary, L. Osteyee, M. Piuma, E. Reagan, H. Rhoads, H. Rickard, G. Seerber, E. Smith, H. Walker, R. Wheeler, A. Wirshup.
3. The acting secretary moved acceptance of the minutes of April 30, 1968, and Glenn Seerber seconded the motion. Chairman Billy Mounts of the Constitution Committee corrected Article III, Academic Senate. Section 1. Membership b. to include two subdivisions for representation: (1) Library (faculty) and Audio-Visual (faculty) and (2) Counselors (Psychology) and Medical Officer I. With this clarification the minutes were approved.
4. Billy Mounts moved the Constitution Committee's proposed Bylaws be transmitted by the Faculty-Staff Council to the total constituency for consideration as guidelines to the Academic and Staff Senates in preparation of their Bylaws. Ed Hyer seconded the motion.

Dean Hasslein suggested insertion of the underlined words in the proposed Bylaws I. Academic Senate. A. Elected senators . . . No department shall have more than one senator until all departments within that school are represented. Where departments do not exist in a school, members will be elected at large.

Bob Frost moved to replace the second paragraph of I. Academic Senate. C. Committees 7. The Personnel Review Committee and insert the following:

The committee shall review applications for leave with pay, and recommendations on retention, tenure, and promotion in those cases where there is disagreement in the recommendations made by department committees, department heads (or directors), and school deans, or on request of a faculty member who believes that unusual circumstances have resulted in an unjust decision. The committee shall submit its recommendations directly to the President of the College.

Mike O'Leary seconded the motion. Lee Osteyee, Lew Lewellyn and Larry Voss asked about the purpose and exact function of the Personnel Review Committee. Corwin Johnson read the Appendix I.

The Personnel Committees Rationale

The Bylaws of the Constitution propose three personnel committees: Personnel Policy, Personnel Review, and Personnel Grievance. It is intended that these three committees should constitute three levels of specificity and urgency to the individual employee. The Personnel Policy Committee deals with

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the broad generalities of equality and fairness. The Personnel Review Committee deals with individuals' records for procedural matters. The Personnel Grievance Committee deals with specific charges of injustice and is a requirement of Title 5 in the Education Code of the State of California.

Bob Frost's motion passed on a voice vote without opposition.

Dean Higdon corrected punctuation in I.C.1. removing the comma following the word "formulate". Dick Tartaglia corrected I.C.10. - the word "officer" should be "officio".

Vice President Andrews suggested parallel administrative membership for the Instruction and Curriculum Committees. Billy Mounts indicated the intent of the Constitution was in accord with the ex officio membership on the Curriculum Committee to include the Associate Dean, Curriculum and Instruction and the College Librarian. The ex officio Instruction Committee membership should include the College Librarian, the Associate Dean, Academic Planning, and the Head of the Audio Visual Department. President Kennedy noted that I.C.2. The Curriculum Committee should not also list graduate studies as its responsibility since there is already an operational graduate studies committee.

Dean Fisher wondered how administrators were defined under the Personnel Review Committee I.C.7. Howard Walker said that, according to the terminology of the Personnel Grievance Committee, department heads (or directors) are considered administrators. For purposes of representation in the Academic Senate, department heads are considered faculty; therefore, they are not listed in I.D. administrative personnel of the college. Dick Tartaglia noted the list of administrative personnel in I.D. should not contain the Assistant to Dean of Students.

Howard Rhoads moved that I.C. Committees, first paragraph, should contain the following additional sentence: Ex officio members are voting members unless otherwise specified. Bob Andreini seconded the motion that carried on a voice vote without opposition. Bob Wheeler noted it appropriate to include the number of the administrative bulletins under which the Research Committee operates.

Dick Tartaglia changed the underlined words in II.D. Staff Senate Membership 4. Business Management Services e. Maintenance and Operations to "Plant" Operations. In II.C.2. Election Committee d. polling hours from 9:00 a.m. to "7" a.m. Dean Lawson moved adding in II.D.3. Student Personnel Services, a new section h. Associated Students and College Union. Don Nelson seconded the motion that was approved on a voice vote without opposition.

Jim Neal moved adding in II.D.2. Auxiliary Services a. new section e. Housing and Custodial. Don Nelson seconded the motion that was approved on a voice vote without opposition. Dean Fisher omitted the names of schools in II.D.6. Departmental Secretary Services to the Schools. Dick Tartaglia changed the underlined word in II.D., first paragraph, second sentence, from Officers to "Administrative Personnel".

5. Chairman Johnson explained that if the proposed Constitution is ratified by the total constituency the suggested interim procedure would not exclude any current members.

Bob Frost moved that members of the present council shall be senators to their respective senates for their elected terms. Any area of under-representation shall be corrected by election as follows. The elections committee of the present council will conduct elections following ratification of the proposed Constitution to fill the newly existing vacancies in each senate. Gaylord Chizek seconded the motion that passed on a voice vote without opposition.

6. M/S/P without opposition that the corrected Bylaws also be forwarded to the entire electorate as an indication or example but not as a proposed binding document.
7. Will Loper suggested the council elect officers as called for in the present Constitution at the next meeting, next Tuesday, May 14, 1968, at 3:00 p.m. in the Staff Dining Hall.
8. Bernice Loughran, on behalf of the Council, expressed appreciation to the Constitution Committee for their efforts. The Constitution Committee members are: Bob Andreini, Joan Bedal, Rick Bongio, Herman Rickard, Dick Tartaglia, Howard Walker, and Dr. Billy Mounts, Chairman.

Respectfully submitted,
Howard Walker, Acting Secretary