

MINUTES OF THE SPECIAL MEETING OF  
SIO FACULTY-STAFF COUNCIL

Meeting #7  
3:15 p.m., March 16, 1965  
Staff Dining Room

RECEIVED

MAR 24 1965

OFFICE OF THE VICE PRESIDENT

CALL TO ORDER

The meeting was called to order by Chairman Bucy at 3:15 p.m.

FACULTY-STAFF COUNCIL MEMBERS PRESENT:

Adamson, Amato, Andrews, Bongio, Bucy, Chandler, Cummins, Dillon, Byler, Falkenstern, Fisher, Frost, Gold, Gould, Gow, Grant, Hampl, Hapgood, Hayes, Healey, Heinz, Holley, Hyer, M. Johnson, R. Johnson, Langford, McGrath, Mach, Marquez, Miller, Montgomery, Nelson, Noble, Penwell, Philbin, Reynolds, Rickard, Salo, Sankoff, Smith, Tartaglia, Tellew, Thurmond, Troutner, Turner, Ward, Young

FACULTY-STAFF COUNCIL MEMBERS ABSENT:

R. Anderson, Fredericks, James, Overmeyer, Rapp, Williams

A quorum was present when the meeting was called to order.

APPROVAL OF MINUTES OF PREVIOUS MEETING

MOTION: By William Troutner, that the minutes of the March 9, 1965 meeting be approved as distributed. Seconded by Leo Sankoff. Motion carried.

BUSINESS ITEMS

MOTION: By Donald Nelson, that the March 4, 1965 report of the Ad Hoc Committee on Implementation of "Emphasis for Tomorrow" be removed from the table. Seconded by Enrico Bongio. Motion carried.

MOTION: By Warren Smith, that the question be divided and that the suggestions to amend in the March 9, 1965 letter from James McGrath to Chairman Bucy and the motion by Warren Smith to amend that letter be considered item by item. Seconded by Herman Rickard. Motion carried.

1. Page 1, third paragraph, first sentence: Delete the word "but" and begin the sentence with the word "with."

Amendment (1) carried.

2. Page 2, first paragraph: Delete the last sentence.

MOTION: By William Thurmond, to amend this amendment to also delete from the paragraph the words, "it may be a reflection of anxiety in which education suddenly seems to have become a matter of fiscal direction, IBM administration, and computer coordination." Seconded by James McGrath. (Polling determined 18 yes and 21 no votes.) Amendment to Amendment (2) did not carry. (Polling on Amendment (2) determined 19 yes and 19 no votes. Chairman Bucy voted no.) Amendment (2) did not carry.

3. Page 2, III-A: Between the words "enrollment" and "inherent" insert "for the sake of the character of the college." Amendment (3) carried.

4. Page 3, IV-A: Delete the last two sentences.

MOTION: By William Thurmond, to amend this amendment to read: delete the words "In addition" from the next to the last sentence, and delete the last sentence. Seconded by Henry Marquez. Amendment to amendment (4) carried. Amendment (4) as amended carried.

5. Page 4, V-A: Delete the last two sentences. Amendment (5) carried.

6. Page 4, V-C: Delete the last sentence. Amendment (6) carried.

7. Page 5, V-D: Delete in its entirety. (Polling determined 15 yes and 23 no votes.) Amendment (7) did not carry.

8. Page 5, V-G: Delete the last sentence. (See page 4 minutes of Meeting #6, March 9, 1965.)

MOTION: By Warren Smith, to amend this amendment to read: Delete entire paragraph V-G and renumber paragraph H as G. Seconded by William Troutner. Amendment to Amendment (8) carried. Amendment (8) as amended carried.

9. Page 5, V-H: Delete in its entirety. Amendment (9) did not carry.

10. Page 6, VI-C.2: Change the first two lines to read:  
"The committee shall be elected by the respective Division personnel for a three-year period."

MOTION: By Harold Hayes, to substitute for this amendment the following: Insert between the words "Agenda Committee" and "with" the words: "after consultation with the divisional representatives on the Faculty-Staff Council" Seconded by Robert Frost. Motion to substitute for Amendment (8) carried. Chairman Bucy ruled that the substitute amendment carried.

11. Page 6, VI-C.6: Change the sentence to read: "The committee shall be known as the Educational Objectives Committee."  
(Polling determined 21 yes and 21 no votes. Chairman Bucy voted no.) Amendment (11) did not carry.

Chairman Bucy then called for consideration of the March 4, 1965 report as amended.

MOTION: By Clyde Fisher, to amend paragraph VI B. of the report to read:  
"...with the college's philosophy and hence controls are not necessary for 1965-66---; departmental projected enrollment figures..." Seconded by William Thurmond.

MOTION: By Harold Hayes, to substitute for this amendment wording to make paragraph VI B. of the report read: "...with the college's philosophy and should be put into operation as guidelines---; departmental projected enrollment figures..." Seconded by Robert Adamson. Motion to substitute carried. Chairman Bucy ruled that the substitute amendment carried.

A vote was called for on the motion to accept the March 4, 1965 report of the Ad Hoc Committee on Implementation of "Emphasis for Tomorrow" and transmit it to President McPhee. Motion as amended carried.

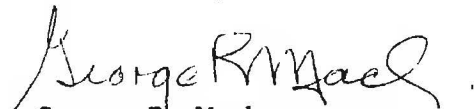
A copy of the amended report is attached to these minutes.

#### ANNOUNCEMENTS

1. Chairman Bucy announced the appointment of Ena Marston and Fred Bowden to augment the Professional Ethics Committee.
2. Chairman Bucy read the March 11, 1965 letter from President McPhee concerning college anniversaries. A copy is attached to these minutes.
3. The next meeting of the Council will be at 3:15 p.m. Tuesday, April 13, 1965. The deadline for submission of agenda items will be Tuesday, March 30, 1965.

The meeting was adjourned at 5:05 p.m.

Submitted by,

  
George R. Mach,  
Secretary

C O P Y

TO: LaVern Bucy, Chairman  
Faculty-Staff Council

Date: March 4, 1965

FROM: Faculty-Staff Council Ad Hoc Committee on Implementation  
of Emphasis for Tomorrow

SUBJECT: Report and Recommendations of the Committee on Controlled Enrollments  
(As amended at March 16, 1965 meeting of the Council)

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CALIFORNIA STATE POLYTECHNIC COLLEGE

SAN LUIS OBISPO CAMPUS

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I. Introduction

Since its establishment in 1901, Cal Poly has achieved a unique and established place in higher education in California. Not only is the college included in the general descriptions of state colleges in the Education Code, but a special section specifically mentions the areas in which the college will develop its polytechnic emphasis on occupational and professional education. Thus the direction of Cal Poly's program focuses on a practical kind of training which provides State-wide opportunities for all of the young people in the state in those areas which have been included in this polytechnic college. Favorable acceptance of our graduates remains the best single criterion whereby to measure our achievement.

The growth of Cal Poly has never been an easy nor even a foregone conclusion. Members of the college staff have spent long hours and devoted their energies unstintingly to the continued growth of the college in the direction which they felt it ought to go. All of us today appreciate the efforts of all of those who have done so much for this college.

With every new day, new problems arise and new difficulties must be faced. One of the first situations which must be acknowledged is the obvious one that this college has grown along with the growth of this state. Our projected enrollment for next fall is more than double the enrollment less than ten years ago; the projected enrollment for the next ten years will be almost double our present enrollment. Such increases involve not only capital outlay for buildings, classrooms, and the like; these increases mean that our staff has had to be nearly doubled in the last ten years and will be doubled again within the next ten years. Such a requirement is difficult for all of the state colleges, but it is especially difficult for Cal Poly where faculty and staff must be recruited to further the type of instruction that Cal Poly wishes to offer. Recruitment and hiring, however, are not the end of the problem, for continual in-service training must be carried on to acquaint these newer people with the philosophy of the college.

A second vital area of change lies in the concept and requirements of consultation. It is not facetious to state that not many years ago meaningful consultation could occur over coffee in the old El Corral Coffee Shop. Today, however, the process of consultation seems to require more elaborate machinery and procedures and it is not in the least surprising that on occasion the machinery may break down or that misunderstandings may occur.

A third aspect of change that has occurred over the past few years is the feeling of unrest which seems to be present to a greater or lesser degree on all college campuses. This unrest, which infects both staff and students, may be a sign of the times, it may be a by-product of growth and size; it may be a reflection of uncertainty about new policies and procedures which come from the Chancellor's office and which affect each staff member to a greater or lesser extent; it may be a reflection of anxiety in which education suddenly seems to have become a matter of fiscal direction, IBM administration, and computer coordination. Both faculty and staff have shared some of this unrest and it is to their credit that the recent discussion of enrollment controls was carried on without violence and followed ordinary and accepted procedures of political action, although sometimes with varying intensities of heat.

It is not surprising, therefore, that considerable reaction should have occurred shortly after January 4 when proposed enrollment limitations for 1965-66 were announced. President McPhee wisely instituted a moratorium during which this ad hoc committee was formed to study the problem and present its recommendations to the Faculty Staff Council; the academic departments were to develop statements and forward these through line channels; and the SAC also was considering the problem with the view of preparing a statement of its position.

## II. Procedures followed by the committee

Soon after the appointment of the committee, the members met over a period of five weeks to explore the problem, to define issues, and to seed additional information.

Hearings were held on February 17 and 24, the first session being devoted to representatives of departments, student groups, individual staff members, and representatives of professional organizations. The second hearing was devoted to statements prepared by the instructional deans and a discussion of those remarks.

The committee is deeply indebted to Mr. Tom Dunigan for his valuable contributions to several meetings when special and technical statistical aspects of the problem were being considered.

### III. Issues and questions to be resolved

From our study of this problem, we early were able to formulate the following issues or questions which seemed pertinent:

- A. Is the principle of controlled (or planned) enrollments for the sake of the character of the college inherent in the growth of Cal Poly?
- B. Is there a need for controlled enrollments in 1965-66?
- C. Is there a procedure whereby faculty and staff can continue to be acquainted with the enrollment pattern of the college and make recommendations which may be appropriate?

### IV. Discussion of the issues and questions

- A. The Trustees of the California State Colleges have made clear their position in stating that enrollment ceilings of the individual state colleges will of necessity involve enrollment limitation. They have further authorized individual colleges to limit enrollment according to staff, facilities, equipment, etc. which may make it unwise to admit all the students who wish to attend. The departmental figures of projected enrollments, which serve as justification for budget requests, are actually a form of planned control.

These previously mentioned aspects of enrollment control are most certainly inherent in the state college system. However, Cal Poly, under the stipulations of the Education Code, has the additional requirement of retaining its polytechnic emphasis. It is inevitable that the college, if it is to retain its purpose and philosophy--even though one assumes that the implementation will change with the times,--must continually review its patterns of enrollment and make such adjustments, from year to year, as are necessary and desirable to keep its program intact.

- B. The issues are not so much whether there shall be planned enrollments, but when and how. Data presented to the staff shortly after January 4 indicated that enrollments in Education, English, and the Social Sciences Departments would be computed on the basis of 1964 enrollments incremented by the expected campus growth factor, totaling about 10% of the total college enrollment. Subsequent to this time, new data were presented which included more effect of the shifts from Education to English and Social Sciences and which included projected effects of the new admission requirements; the new total for the three areas would approximate 13% of the total campus enrollment and seemed to give these departments adequate "growing room." No data beyond these projections for all departments in 1965-66 were available. Likewise, of course, there is no firm basis for any fear that enrollments in 1965 will exceed the figures projected for these

three departments. Variables such as the effect of "topping" in the other state colleges, the effect of new retention and admission regulations, a new junior college in the area--all of these cannot be accurately projected, yet it appears that enrollment in these three departments will come within the stated figures.

- C. The question of how becomes paramount. Assuming that fairly accurate departmental projections can be made from year to year--as they must be for budgetary and support purposes--it becomes apparent that a continuing study of the enrollment patterns is called for. Once the impact of the new admission requirements is observed, the new retention regulations are put into effect, the topping off at other state colleges is absorbed, then we will have better grounds for planning the next phase--at least until new variables are introduced. To study these effects it is strongly recommended that a college-wide committee be formed. Such a study committee should reflect the faculty and staff concerns in an orderly and planned growth which will be consonant with the fundamental objectives of the college.

Membership should come from the entire college staff and should include those who have had considerable experience as residents of this college community. Such a committee should be elected for three years (with rotated elections) and should represent all of instructional and service divisions of the college.

#### V. Some unresolved problems and questions

In its deliberations, the committee quite naturally encountered a number of problems and questions which, while they are not immediately germane to this committee's charge, are of sufficient importance to be mentioned here.

- A. What is consultation? With whom does one consult? And about what? Consultation may range all the way from Koffee Klatch Konsultation to formal reports approved and submitted through line authority. Consultation may be with individual members best informed, with departments, with divisions. The appropriate subjects of consultation need to be defined both for the sake of efficiency and for the sake of a clear and positive support of the college.
- B. More work needs to be done in resolving the dichotomy between emphasis departments and other departments. Perhaps a more fruitful approach would be to suggest that all majors at Cal Poly are occupationally or professionally directed. It remains therefore a matter of directing special attention in promotion, recruitment, and planning to those areas specifically mentioned in the Code. There is the added probability that "emphasis" will have to be re-defined through including more areas, through changing names of departments or divisions, etc., if any certain proportion of FTE's taught are to be included.



- C. Every assurance should be given to the students and staff of the Education, English, and Social Sciences Departments that they are an integral part of the college--that their programs are not only valuable as general education and special education for requested areas but that their majors--centering as they do on occupational and professional goals--are thoroughly in keeping with the poly-technic orientation of the college.
- D. "Emphasis for Tomorrow" lists ten MA programs which are to be made available within the next few years. While discussion of the merits of a graduate program did not come within the purview of this committee, we are concerned that full and careful preparation for these programs be made and that the programs be available as proposed and in the appropriate college catalog.
- E. Discussion of curtailments and quotas--whether misunderstood or not--has tended to obscure the greater need for expanding occupational programs. Again we recognize that this problem is not within the responsibility of this committee, but we need constantly to re-examine our programs in view of changing needs in agriculture, business, industry, and education. We must be offering the very best occupational education that will be needed in 1968 and 1975.
- F. If the Agriculture and Engineering Divisions continue to grow but at a slower rate than the total college, a situation of imbalance will inevitably occur. When the college has a total of 12000 FTE students, a growing proportion of the enrollments must be in the non-Agriculture and non-Engineering areas, but before this occurs there must have been continuing review of where these students are enrolled and there must be the resolution of the question of how such enrollment comes within the general direction and purpose of the college.
- G. There is a need for re-evaluation of general education requirements, particularly to acquaint our students with the changing world in agriculture and engineering.

## VI. Conclusions and recommendations

- A. The principle of planned growth and planned enrollment patterns to preserve the function and character of the College as provided in Education Code, Section 24751 and 22606 must be reaffirmed if the College is to retain its unique position in higher education in California.
- B. Departmental projected enrollment figures for the college's budget support in 1965-66 appear to retain the growth pattern which is consonant with the college's philosophy and should be put into operation as guidelines--; departmental projected enrollment figures for future



support budgets likewise should be used as the basis for departmental planning.

- C. A permanent Faculty-Staff Council Standing Committee should be established this spring to review enrollment data each year and make such recommendations through the Faculty-Staff Council to the President of the college.
1. The committee shall be composed of two members from each instructional division and two from non-teaching staff.
  2. The committee shall be appointed by the Agenda Committee after consultation with the divisional representatives on the Faculty-Staff Council, with the consent of the Faculty-Staff Council, for three-year period, except the first time when four will be for one year, three for two years, and three for three years by lot.
  3. All appointed members shall have been members of the Cal Poly staff for at least 7 years at time of appointment.
  4. The committee shall meet as soon as each Fall Quarter enrollment data are available and shall report its enrollment projections for the next year to the Faculty Staff Council at the regular November meeting.
  5. The committee chairman shall be chosen by the Agenda Committee.
  6. The committee shall be known as the Enrollment Projection Committee.

Respectfully submitted,

James A. Langford, Chairman  
Richard Anderson  
Warren Anderson  
Dave Grant  
Richard Leach  
Henry Marquez  
Eugene Smith  
Harold Wilson

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March 11, 1965

Dr. LaVerne Bucy, Chairman  
Faculty-Staff Council  
California State Polytechnic College  
San Luis Obispo, California

Dear Dr. Bucy:

I appreciate receiving your February 19 letter in which you forwarded the motion passed by the Faculty-Staff Council recommending the observation of two dates as anniversaries of significance to the College's history.

I am pleased that consideration is being given by the Faculty-Staff Council to means whereby the College and its educational philosophy and objectives can be called to the attention of the public.

Upon receipt of your letter, I talked to a number of our people in terms of what we might do to implement this recommendation. It is our recommendation that we should definitely plan to celebrate the sixty-fifth anniversary of the founding of the College in 1966.

However, we feel that consideration should be given to celebrating this anniversary during the Spring of 1966 rather than trying to tie it to a specific date such as March 8, even though that might be the date on which the founding act was passed. Consideration might be given to including this as part of the Poly Royal program.

I would like to suggest that you have the appropriate committee and committee members of the Faculty-Staff Council work directly with Don McCaleb, public relations coordinator, and other appropriate staff members in developing a program for observing the 65th anniversary of the college.

With respect to the second recommendation, that April 6, 1965, be observed as the 25th anniversary of the existence of Cal Poly as the twenty-fifth anniversary of the existence of Cal Poly as a four-year degree-granting institution, because of the shortness of time, it would seem to me it would be difficult to develop an appropriate program that would be significant.

It should be noted, too, that while the college was granted the authority to give the bachelor of science degree in 1940, we did not offer the first bachelor of science degree until June of 1942. If the Faculty-Staff Council wishes to develop some ceremony with appropriate publicity, I will be happy to cooperate in every way. I do feel, however, that more time for planning would make the event more significant and more successfully achieve its purpose.

Again, I want you to know that I appreciate the consideration given to this matter by the Faculty-Staff Council and hope it will continue to consider methods whereby we can gain public recognition of Cal Poly.

Sincerely,

s/

Julian A. McPhee  
President

cc: Messrs. Kennedy, Andrews, McCaleb