I. The meeting was called to order at 3:15 p.m. by Vice Chairman Robert Burton.

II. The minutes of the March 5, March 12, and April 9 meetings were approved as submitted.

III. Those in attendance were as follows:

MEMBERS:  
- Amenzi, Joseph  
- Batterson, Ronald  
- Behman, Sara  
- Burroughs, Sarah  
- Burton, Robert  
- Coyes, Frank  
- Delany, James  
- Eatough, Norman  
- Emmel, James  
- Fierstine, Harry  
- Frost, Robert  
- Gold, Marcie  
- Graham, Priscilla  
- Greffenius, Ruben  
- Hendricks, Francis  
- Holtz, Walter  
- Hooks, Robert  
- Johnson, Corwin  
- Jorgensen, Nancy  
- Kourakis, Joseph  
- Krupp, William  
- Labhard, Leslie  
- Lau, James  
- McCormac, Weston  
- Nelsen, Linda  
- O'Leary, Michael  
- Phoado, Howard  
- Rogalla, John  
- Rosen, Arthur  
- Saveker, David  
- Scales, Harry  
- Scheffer, Paul  
- Sennett, Robert  
- Sorenson, Robert  
- Sullivan, Gerald  
- Wenzl, Michael  
- Wills, Max  
- Wolf, Lawrence  
- Gibson, J. Cordner  
- Whitson, Milo

EX-OFICIO MEMBERS:  
- Nelson, Linden (Voting)  
- O'Leary, Michael  
- Rhoads, Howard  
- Anderson, Roy  
- Andreini, Robert  
- Fischer, Jeff  
- Johnston, Thomas  
- Miller, Harold  
- Punches, Gerald  
- Ratcliffe, Ronald  
- Timone, Barney  
- Weber, Barbara  

GUESTS:  
- Chandler, Everett  
- Johnston, Thomas  
- Hiller, Harold  
- Punches, Gerald  
- Weber, Barbara

EX-OFICIO MEMBERS:  
- John, Eddie  
- Jones, Charles  
- Pippin, Lewis  
- Punches, Gerald  
- Ratcliffe, Ronald  
- Timone, Barney  
- Weber, Barbara

IV. Committee Reports

A. Curriculum Committee - Gerald Sullivan, Secretary

Review of the School of Agriculture and Natural Resources is now finished, and the Committee is presently considering the School of Engineering and Technology package.

Dean Gibson of the School of Agriculture announced that the Governor signed a bill to make Agriculture a single subject for teaching credentials under the Ryan Act. As a result, it is necessary to develop a program to prepare teachers on this campus. This would involve setting up a curriculum, etc., and would require additional time from the Senate for consideration and approval. The Curriculum Committee has agreed to be available as much as possible for this late request.

B. Election Committee - Bob Hooks, Chairman

As a result of a reballot count held after the election on April 16, 1974, the Election Committee certifies that the following individuals were elected as shown:

Senator, CSUN (Statewide Academic Senate) - No majority. Election results as follows:

- Michael Wenzl - English - 153 votes  
- Roy Anderson - Bus. Adm. - 151 votes  
- Mary Lou White - W.P.E. - 63 votes  
- Alan Cooper - Bio. Sci. - 53 votes  

Runoff election between Michael Wenzl and Roy Anderson on Tuesday, April 23, 1974.

Senator, Academic Senate - California Polytechnic State University

School of Agriculture and Natural Resources
- James Bermann - Agricultural Engineering  
- Luther Hughes - Soil Science

School of Architecture and Environmental Design
- Saveker, David - Architecture  
- Joseph Amannio will fill in next year for Ken Haggard who will be on sabbatical.

School of Business and Social Sciences
- Milton Brandell - Business Administration  
- Weston McCormac - Business Administration  
- Michael O'Leary - Social Sciences  
- Joe Weatherby - Political Science

School of Communicative Arts and Humanities
- Michael Wenzl - English  
- Charles Jennings - Art  
- Lloyd Becker - History  
- Guy Thomas - Graphic Communications

School of Engineering and Technology
- Michael Cirovic - EE/EL Engr.  
- Stuart Lassen - Aeronautical Engineering  
- Larry Moore - EE/EL Engr.

School of Human Development and Education
- Sheldon Harden - Men's Physical Education  
- Louie Pippin - Education
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School of Science and Mathematics
Anthony Buffa - Physics
Leonard Wall - Physics
Reino Hannula - Computer Science
Thomas Hale - Mathematics

Professional Consultative Services
Marcus Gold - Audio Visual
Sarah Niu - Library

Members - Personnel Review Committee

School of Agriculture and Natural Resources
Royce Lambert - Soil Science - two-year term

School of Architecture and Environmental Design
Runoff election to be held Tuesday, April 23

School of Business and Social Science
George Eastham - Economics - two-year term
Ernest Miller - Business Adm. - one-year term

School of Communicative Arts and Humanities
David Kann - English - two-year term

School of Human Development and Education
Erland Detloff - Education - two-year term
Dwayne Head - Men's P.E. - one-year term

The Election Committee has received the following nominations for Academic Senate officers and members of the Executive Committee:

Vice Chairman of Academic Senate - Joe Weatherby
Executive Committee Representative from School of Business and Social Sciences - Sara Behman

Nominations are still being accepted. Dr. Hooks requested that the Executive Committee at the next meeting consider possible candidates for Senate offices and submit names to the Election Committee.

V. Business Items

A. Certificate of Participation in Commencement Exercises (See Attachment V-A.)

It was moved and seconded (Saveker/Whitson) that the Commencement Committee's proposal become a business item. The motion carried.

Gerald Puches distributed to Senate members a proposal endorsed by the Commencement Committee relative to discontinuing the awarding of diplomas at commencement exercises and presenting at informal school gatherings a "Certificate of Participation in Commencement exercises." The diplomas would be mailed as soon as possible.

It was moved and seconded (Saveker/Gold) to endorse the Commencement Committee's proposal contingent upon the approval of ASI. The motion passed unanimously.

B. Ad Hoc Traffic Management Committee Report (See Attachment IV-H, Academic Senate Minutes, April 9, 1974.)

It was moved and seconded (Grefferenius/Johnson) that the proposal from the ad hoc Traffic Management Committee relative to the towing away of illegally parked vehicles become a business item. The motion carried.

It was moved and seconded (Grefferenius/Rogalla) that the Senate endorse the report of the ad hoc Traffic Management Committee relative to issuing citations to illegally parked cars and subsequently towing them away. Senate members discussed the ramifications of the proposed action and possible alternative solutions.

It was moved and seconded (Rhoads/Wills) to amend the motion by striking the words "and the vehicle subsequently towed away" from the report. The motion failed.

The main motion passed.

(At this point in the meeting members of the Election Committee were excused to tabulate election returns.)

C. Directions Committee Report (See Academic Senate Minutes, March 5, 1974.)

It was moved and seconded (Johnson/Harden) that the Senate accept recommendations 4, 5, 6, 7, 8, 9, 10, 12, 13, and 14 as presented in the Directions Committee Report of February 28, 1974. It was moved and seconded (Rogalla/Harden) to amend the motion by deleting recommendation Number 6. The vote on the amendment (15 favor, 13 opposed, 3 abstentions) indicated doubt that a quorum of members was present. A quorum count verified that a quorum of voting members was not present and business could not be conducted.

VI. Announcements and Reports

A. Department Head Evaluation

Vice Chairman Burton announced that he has been informed by Larry Voss that an administrative bulletin is being prepared for the President's signature approving a procedure for faculty evaluation of department heads. The administrative bulletin will establish interim guidelines to be used during the
1974-75 year. Subsequent evaluations of the procedures by constituencies will be used to determine if amendments are in order for the future.

B. Faculty Promotions, 1974-75
The President has responded to a request by Chairman Alberti on behalf of the Executive Committee that (1) the faculty be provided an opportunity to review the 1974 promotion priority lists submitted to the President by the School Deans on April 17, 1974; and (2) each School Dean present for faculty review the criteria by which the school-wide priority recommendations were arrived at; and (3) that such review be conducted by the 1973-74 and 1974-75 members of the Academic Senate Personnel Review Committee from each school, or a special committee in each school, consisting of the chairs of the tenured faculty in each department. Also, the Personnel Policies Committee recommended that the President be asked for a copy of his criteria for allocation of available promotion funds.

The President, in an April 23 memo to the Chairman of the Academic Senate, noted that he has (1) delayed announcement of 1974-75 promotions until May 15; (2) requested that a committee be formed in each school, comprised of a tenured full professor from each department to review school-wide priority lists for promotion; and (3) utilized the number of FTE faculty positions budgeted for 1974-75 as the basis for the distribution of promotion funds. Regarding the allocation of promotion funds, the President's memo states:

"I have used the number of FTE faculty positions allocated for 1974-75 as the basis for the distribution of the available promotion funds to each of the seven instructional schools. I made this decision because it provides, in each case, for promotions equal or greater in number than would have been possible under previous constraints imposed by the Department of Finance. Some schools may wish that we had used some other criterion than FTE faculty positions allocated because of an advantage that would accrue to a particular school, but in my judgement the total interests of the university are best served in the 1974-75 promotion cycle by this method."

C. Collective Bargaining Seminars
The series of collective bargaining seminars designed to acquaint faculty members with the issues and its implications for Cal Poly faculty will be held in the Staff Dining Room on Wednesdays from 3:00 to 5:00 p.m. according to the following schedule:

- **Wednesday, May 1, 3:00 p.m.**
  - **Collective Bargaining: The Issue**
  - Pro: "Mac" Larsen; Secretary, CSUC Academic Senate
  - Con: Clay Sommers; CSUC Dean, Faculty Affairs

- **Wednesday, May 8, 3:00 p.m.**
  - **Collective Bargaining: The Membership Organizations**
  - Representatives of AAUP, ACSUP, CCUFA, CSEA, UFO

- **Wednesday, May 15, 3:00 p.m.**
  - **Collective Bargaining: An Analysis**
  - Sara Behman; Professor of Economics
  - Homer Hoyt; Associate Professor of Education

Dr. Sommers has informed us that he will not be present at the May 1 session. However, there will be an audio recording of his presentation.

VII. The meeting was adjourned at 4:35 p.m.
A host of briefs were advanced by the Registrar. We believe that the Certificate of Participation approach is the only logical way to approach the problems of administration.

I support Mr. Punches' request that an attempt be made to obtain Senate support on this matter.

The 1974 University Commencement Committee, with the concurrence and support of the student and faculty organizations named, recommends that the policy of awarding diplomas at commencement exercises be discontinued for the following reasons:

1. The commencement ceremony falls one day after the last day of finals and three days before spring quarter grades are due from the faculty. It is frequently difficult, if not impossible, for faculty members to assign grades to graduating seniors and have all such grades verified for graduation by the Records Office overnight.

2. Of the 1500 participants in the formal ceremony, about 300 either have a diploma issued from a previous quarter, or are degree candidates for the forthcoming summer quarter. None will receive any certificate at commencement.

3. Nearly 500 diplomas are withheld from distribution because final graduation requirements have not been met nor positively confirmed. Of these, about 50 will be noted that their diplomas are not valid because graduation requirements have not been met.

4. Nearly 200 diplomas ordered after the spring quarter filing date are not received. The vendor has no obligation to deliver this late order prior to the commencement exercises.

5. The distribution of diplomas at informal school gatherings is frequently confusing as each school has a separate program for acknowledgements. Fewer than half of the participants actually receive their diplomas. Of those receiving diplomas, about 25 will be notified that their diplomas are not valid because graduation requirements have not been met.

The Commencement Committee further recommends that a suitable "Certificate of Participation in Commencement Exercises" be presented at informal school gatherings in lieu of actual diplomas. Diplomas will be mailed as soon as possible with an appropriate letter of congratulations from the Dean.

The support of _____________________________ is hereby given to this recommendation.

(Chairperson)                               (Date)