

A C A D E M I C S E N A T E
O F
C A L I F O R N I A S T A T E U N I V E R S I T Y
S A C R A M E N T O
MINUTES

November 9, 1983

Issue #5

ROLL CALL

Present: Barkdull, Beelick, Bossert, Brackmann, Busick, Cavaghan, Dillon, Ferrand, Haq, Hill, Huff, Kelly, Kostyrko, Knutsen, Kramer, McGillivray, Morrow, Nelson, Ramey, Raske, Spray, Steward, Swanson, Tanaka, Torzyn, Urone, Wade

Absent: Anderson, Beckwith, Collins, Duran, Elfenbaum, Glenn, Hitchcock, Jakob, Kingman, Maxwell, O'Connor, Phillips, Shattuck, Stroumpos, Thornton, Winters

ACTION ITEMS

AS 83-65/Flr. MINUTES

The Minutes of October 12, 1983, are approved.

Carried unanimously.

AS 83-66/Ex. COMMITTEE APPOINTMENTS

Faculty Affairs Committee: JACK BRACKMANN, A&S, 1986 (repl. for A. Golub)

Fiscal Affairs Committee: JOSEPH MORROW, Senator, 1985 (repl. for W. Collins)

Carried unanimously.

*AS 83-67/FisA, Ex. COMMITTEE APPOINTMENTS

Academic Affairs Budget Committee:

ISABEL HERNANDEZ-SERNA, At-large, 1985 (repl. for N. Roth)

Administration and Business Affairs Budget Committee:

DON FIBIGER, At-large, 1984 (repl. for C. Gray)

JIM HILL, At-large, 1984

Student Service Fee
Advisory Board:

MICHAEL DILLON, At-large, 1984

Carried unanimously.

*AS 83-68/G.E., Ex. GENERAL EDUCATION - ADVANCED STUDY

The Academic Senate approves the following recommendations of the General Education Committee:

1. The 1980-83 CSUS General Education Program shall be amended to reduce the Advanced Study requirement from six units to three units;
2. The Advanced Study requirement for students under the CSU system General Education pattern who entered CSUS prior to Fall 1983 shall be reduced from six units to three units;
3. The policy reducing the Advanced Study requirement for students who fall under the two categories above shall apply to students graduating May 1984 or later.

Carried unanimously.

*AS 83-69/G.E., Ex. GENERAL EDUCATION - ADVANCED STUDY

The Academic Senate approves editorial changes amending the General Education advising sheet on advanced study requirements (from "CSUS G.E. Program approved by the Faculty Senate on October 31, 1979, and the President on November 9, 1979") to read as follows:

ADVANCED STUDY

At least six of the 48 units must be taken in upper division courses which have been specially designed for General Education students. Considerable attention in these courses must be devoted to the development of students' abilities to reason logically and to write clearly and effectively.

The courses are listed in all areas except category I and are marked for easy identification by students. The

units earned in these courses may be placed either in the categories from which the courses are chosen or in the electives.

Students must have upper division status, must have completed their requirements in English composition and critical thinking and must have passed the Writing Proficiency Examination before enrolling in these courses. They are not permitted to meet the Advanced Study requirement in their major field. Advanced Study courses must be taken on the CSUS campus.

ADVANCED STUDY CRITERIA

General Education courses in this category build on the basic skills and knowledge acquired by students in their General Education foundations courses. These courses are to expand students' knowledge in the liberal arts by examining complex issues of significance to humanity and to advance students' abilities to reason logically and write clearly.

Some Advanced Study courses may explore more specialized topics and may thus require prerequisites, but they are also to be courses of a broader nature that require no formal preparation. These courses may be offered in any topic acceptable in all areas except category I, and students are to take them outside their major field.

Students are required to write not less than 5000 words of clear and logical English prose in Advanced Study courses. An important aspect of the task of instructors is working actively with students to sharpen their analytical abilities and to improve their writing styles. Because of the composition requirement, enrollment will be limited to 30 students.

Carried unanimously.

AS 83-70/Flr. SCHEDULE FOR REVISION OF ARTP DOCUMENT
[Reconsideration of AS 83-59/Ex.]

It was moved (McGillivray) and seconded that the Executive Committee on behalf of the Academic Senate, and in consultation with the chair of the University ARTP Committee, establish required ARTP document revision deadlines for schools and departments/divisions as appropriate.

Carried unanimously.

*AS 83-71/Ex. ACADEMIC CALENDARS, 1984-85 AND 1985-86
[Reconsideration of AS 83-60/AP, Ex.]

The Academic Senate approves the academic calendars for 1984-85 and 1985-86 (see Attachment A).

Carried.

*AS 83-72/Ex. ACADEMIC CALENDARS - DEVELOPMENT GUIDELINES
[Reconsideration of AS 83-64/AP, Ex.]

The Academic Senate recommends the following guidelines for the development of academic calendars:

1. That each semester be 15 weeks long. [Note: In the draft presented by Acting President Gerber, fall semester 1984 was 16 weeks long and spring semester 1985 was 14 weeks long.]
2. That each fall semester end well before Christmas to allow grades to be turned in before the Christmas break.
3. That if it becomes necessary to make adjustments to allow for the 12-week break between the end of spring semester and the beginning of fall semester, in order to accommodate summer session, these adjustments be made by beginning spring semester a week earlier rather than by beginning fall semester a week later.
4. That in the future the Academic Policies Committee be presented with a complete calendar package for the year, including dates for summer sessions and winter and spring intersessions.
5. That the Academic Policies Committee be advised as to any pertinent restrictions on the calendar caused by pay periods, problems in overlapping between regular semesters and summer sessions, etc.

Carried.

*AS 83-73/AP, Ex. CALIFORNIA COMMUNITY COLLEGE TRANSFERS

The Academic Senate approves the following catalog language describing catalog rights of California Community College transfer students:

CCC/CSU Transfer Catalog:

Students who transfer directly from California Community Colleges or California State University campuses may use the CSUS catalog in effect when they first entered the prior institution provided:

- (a) that the transfer was not delayed for more than one semester or quarter;
- (b) that no break in enrollment at the CCC or CSU campus was of more than one semester's or quarter's duration;
- (c) that the student does not attend a school other than another CSU campus or a California Community College during the break in enrollment.

Carried unanimously.

*AS 83-74/CC, Ex. WAIVER PROGRAM - HEALTH SCIENCE

The Academic Senate approves the Health Science Waiver Program as approved by the Curriculum Committee on May 2, 1983. [Copy of approved program available in Academic Senate Office for review.]

Carried unanimously.

*AS 83-75/CC, Ex. WAIVER PROGRAM - LIBERAL STUDIES

The Academic Senate approves the Liberal Studies Waiver Program as approved by the Curriculum Committee on May 2, 1983. [Copy of approved program available in Academic Senate Office for review.]

Carried unanimously.

*AS 83-76/FacA, Ex. PROFESSIONAL LEAVE COMMITTEE - INTERIM GUIDELINES

The Academic Senate approves the following interim guidelines for the Professional Leave Committee:

PROFESSIONAL LEAVE COMMITTEE GUIDELINES
1983-84

Interim guidelines for the Professional Leave Committee's consideration of question of quality of proposed projects for sabbatical and differential leaves, 1983-84:

1. Guidelines should include questions of the appropriateness of the substance of the proposal and an assessment of the benefits which would ensue from its being undertaken.
 - a. Appropriateness: Consideration by the committee of questions of quality shall include the appropriateness of the proposed activity. Some examples of appropriate activity approved in the past follow:
 1. A course of study
 2. Professionally relevant travel plans
 3. Professional development
 4. Pursuit of a scholarly or research project
 5. Study or experience designed to improve teaching effectiveness
 6. Study or experience designed to improve professional practice
 7. Professional retraining that meets university curricular need
 - b. Benefit: Consideration by the committee of the quality of the project should also include judging whether the proposed activity as outlined in the application would have results which would be beneficial to the students, to the development of the profession or discipline, to the university, and/or to the faculty member as a teacher, scholar, or professional practitioner. (The committee may consider it necessary to ask applicants for supplemental information regarding the beneficial effects of the proposal.)
2. Ranking
 - a. Differential leave: All applicants whose projects, in the committee's judgment, meet the above considerations of quality will be recommended for presidential approval but will be unranked, since in this case fiscal impact has to be a matter of administrative judgment relating to the curricular and budgetary requirements of specific schools and departments.
 - b. Sabbatical leave: All applicants whose projects, in the committee's judgment, meet the above considerations of quality will be recommended for presidential approval and ranked primarily in order of accrued service since the establishment of initial eligibility for sabbatical or differential leave

(M.O.U. articles 27.2 and 28.4). A tie in rank order will be broken by lot. Exceptional merit may be considered in the ranking.

Carried.

AS 83-77/Ex. FOREIGN LANGUAGE - PROPOSED REQUIREMENT

The Academic Senate approves the following resolution for transmittal to the CSU Academic Senate:

WHEREAS, The CSU Task Force on Foreign Language Requirement is to be commended for its endorsement of the principle and concept of competency in a foreign language for our graduates; and

WHEREAS, The Academic Senate of California State University, Sacramento, supports the central conclusion of the Task Force, i.e., that "...the study of foreign languages is sufficiently important to the intellectual and cultural maturity of the student and to society as to warrant formal inclusion in the CSU curriculum as an exit (i.e., graduation) requirement;" and

WHEREAS, The Vice Chancellor for Academic Affairs and the Statewide Academic Senate have asked for consultation from this Senate on the impact of the recommended requirement on this campus; and

WHEREAS, A carefully prepared response has been submitted to this Senate for its consideration by the Foreign Language Department; and

WHEREAS, The Director of Admissions of this campus has also prepared and submitted a response to the Report based on the experience and projections of his office; and

WHEREAS, Both of the above reports conclude that the lack of sufficient financial and instructional resources now or in the foreseeable future make it impossible to implement the proposal at this time; and

WHEREAS, The addition of one more mandated program without sufficient resources for support is contrary to the best interest of our campus and its mission in the community; therefore, be it

RESOLVED, That the Academic Senate of CSUS must reluctantly oppose the implementation of the foreign language requirement until the resources for its proper development are assured.

[Note: The following documents are available in the Academic Senate Office (Adm-264) for review: 1) The CSU Report of the Task Force on Foreign Language Requirement, 2) CSUS Foreign Language Department Response to Task Force Report, and 3) Response to Task Force Report by the CSUS Director of Admissions.]

Carried.

AS 83-78/Flr. COMMENDATION OF THE DEPARTMENT OF FOREIGN LANGUAGES

It was moved (Haq) and seconded that the Foreign Languages Department be commended as follows:

It is the sense of the Senate that Professor Claude Duvall and his colleagues in the Department of Foreign Languages are to be commended for their work on the campus response to the Foreign Language Task Force report. Their response, completed under heavy time pressure, was comprehensive, thoughtful, and demonstrated a statesmanlike view of the best interests of the campus as a whole.

Carried unanimously.

AS 83-79/Flr. PCBs ON CAMPUS

It was moved (Hill) and seconded that the Academic Senate direct the Senate chair to make appropriate inquiries about the disposition of PCB-leaking transformers on campus and report back to the Senate.

Carried unanimously.

The meeting was adjourned at 3:35 p.m.


Janice McPherson, Secretary

JM/CD

*President's response requested.

Attachment A
11/9/83 Academic Senate Minutes

FALL SEMESTER 1984

	Computer Assisted Registration Deadline for Fall Semester
Aug. 22, 1984 (Wed)	Academic Year Begins
Aug. 22-24, 1984 (Wed-Fri)	Add/Drop & In-Person Registration
Aug. 27, 1984 (Mon)	Instruction Begins
Sept. 3, 1984 (Mon)	Labor Day (Holiday)
Sept. 10, 1984 (Mon)	Admission Day Observance (Campus Open, Classes Held)
Oct. 8, 1984 (Mon)	Columbus Day Observance (Campus Open, Classes Held)
Nov. 12, 1984 (Mon)	Veterans Day Observance (Campus Open, Classes Held)
Nov. 22-23, 1984 (Thurs-Fri)	Thanksgiving Recess
Dec. 3-7, 1984 (Mon-Fri)	Dead Week
Dec. 7, 1984 (Fri)	Last Day of Instruction
Dec. 10-14, 1984 (Mon-Fri)	Final Examinations
Dec. 17-21, 1984 (Mon-Fri)	Fall Term Grades Due
Dec. 21, 1984 (Fri)	Last Day of Fall Semester
Dec. 17, 1984 - *Jan. 22, 1985 (Mon-Tues)	Winter Recess (Students)
Dec. 24, 1984 - Jan. 1, 1985 (Mon-Tues)	Christmas/New Year's Recess (Campus Closed)
Dec. 24, 1984 - *Jan. 22, 1985 (Mon-Tues)	Winter Recess (Faculty)

*If it becomes necessary to make adjustments to allow for the 12-week break between the end of spring semester and the beginning of fall semester, in order to accommodate summer session, these adjustments shall be made by beginning spring semester a week earlier rather than by beginning fall semester a week later.

SPRING SEMESTER 1985

	Computer Assisted Registration Deadline for Spring Semester
Jan. 23, 1985 (Wed)	Spring Semester Begins
Jan. 23-25, 1985 (Wed-Fri)	Add/Drop and In-Person Registration
Jan. 28, 1985 (Mon)	Instruction Begins
Feb. 12, 1985 (Tues)	Lincoln's Birthday (Campus Open, Classes Held)
Feb. 18, 1985 (Mon)	Washington's Birthday (Campus Open, Classes Held)
April 1-5, 1985 (Mon-Fri)	Spring Recess
May 13-17, 1985 (Mon-Fri)	Dead Week
May 17, 1985 (Fri)	Last Day of Instruction
May 20-24, 1985 (Mon-Fri)	Final Examinations
May 25, 1985 (Sat)	Commencement
May 27, 1985 (Mon)	Memorial Day Observance (Holiday)
May 28-30, 1985 (Tues-Thur)	Spring Grades Due
May 30, 1985 (Thur)	Last Day of Academic Year

1984-85 ACADEMIC CALENDAR

<u>Fall 1984</u>	<u>Pay Periods</u>	<u>Instr. Days</u>	<u>Exams</u>	<u>Other</u>	<u>Total Work Days</u>
September	(8/22-9/30)	24		3 (Registration & Orientation)	27
October	(10/1-30)	22			22
November	(10/31-11/29)	20			20
December	(11/30-12/31)	6	5		16
January	(1/1-1/7)	<u>---</u>	<u>---</u>	⁴ <u>5</u> (Grades)	<u>4</u>
	Fall Total	72	5	8	89

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<u>Spring 1985</u>					
February	(1/23-2/28)	24		3 (Registraton & Orientation)	27
March	(3/1-3/31)	21			21
April	(4/1-4/30)	17			17
May	(5/1-5/30)	13	<u>5</u>	4 (Commencement & Grades)	<u>19</u>
	Spring Total	<u>75</u>	<u>5</u>	<u>7</u>	<u>84</u>
ACADEMIC YEAR TOTAL		147	10	15	173

Last day of Fall = 12/21/84

Commencement = 5/25/85

Last day of Spring = 5/30/85

ACADEMIC HOLIDAYS 1984-85

		<u>Campus</u> <u>Open/Closed</u>
Labor Day	September 3, 1984 (Monday)	X
*Admission Day Observance	September 10, 1984 (Monday)	X
**Columbus Day Observance	October 8, 1984 (Monday)	X
**Veterans Day Observance	November 12, 1984 (Monday)	X
Thanksgiving	November 22-23, 1984 (Thurs-Fri)	X
Christmas/New Years	December 24, 1984 - January 1, 1985 (Tues-Tues)	X
**Lincoln's Birthday	February 12, 1985 (Tuesday)	X
**Washington's Birthday Observance	February 18, 1985 (Monday)	X
Spring Recess	April 1-5, 1985 (Mon-Fri)	X
Memorial Day Observance	May 27, 1985 (Monday)	X
*Admission Day to be observed day after Thanksgiving		
**Columbus Day, Veterans' Day, Lincoln's Birthday, and Washington's Birthd to be observed December 24 & 26-31, 1984		

FALL SEMESTER 1985

	Computer Assisted Registration Deadline for Fall Semester
Aug. 21, 1985 (Wed)	Academic Year Begins
Aug. 21-23, 1985 (Wed-Fri)	Add/Drop & In-Person Registration
Aug. 26, 1985 (Mon)	Instruction Begins
Sept. 2, 1985 (Mon)	Labor Day (Holiday)
Sept. 9, 1985 (Mon)	Admission Day (Campus Open, Classes Held)
Oct. 14, 1985 (Mon)	Columbus Day Observance (Campus Open, Classes Held)
Nov. 11, 1985 (Mon)	Veterans Day (Campus Open, Classes Held)
Nov. 28-29, 1985 (Thurs-Fri)	Thanksgiving Recess
Dec. 2-6, 1985 (Mon-Fri)	Dead Week
Dec. 6, 1985 (Fri)	Last Day of Instruction
Dec. 9-13, 1985 (Mon-Fri)	Final Exams
Dec. 16-20, 1985 (Mon-Fri)	Fall Term Grades Due
Dec. 20, 1985 (Fri)	Last Day of Fall Semester
*Dec. 23, 1985 - Jan. 3, 1986 (Mon-Fri)	Christmas and New Years' (Campus Closed)
Dec. 16, 1985 - Jan. 21, 1986 (Mon-Tues)	Winter Recess (Student)
Dec. 23, 1985 - Jan. 21, 1986 (Mon-Tues)	Winter Recess (Faculty)

*Revise, if necessary, to conform to staff policies

SPRING SEMESTER 1986

	Computer Assisted Registration Deadline for Spring Semester
Jan. 22, 1986 (Wed)	Spring Semester Begins
Jan. 22-24, 1986 (Wed-Fri)	Add/Drop & In-Person Registration
Jan. 27, 1986 (Mon)	Instruction Begins
Feb. 12, 1986 (Wed)	Lincoln's Birthday (Campus Open, Classes Held)
Feb. 17, 1986 (Mon)	Washington's Birthday (Campus Open, Classes Held)
Mar. 24-28, 1986 (Mon-Fri)	Spring Recess
May 12-16, 1986 (Mon-Fri)	Dead Week
May 16, 1986 (Fri)	Last Day of Instruction
May 19-23, 1986 (Mon-Fri)	Final Examinations
May 24, 1986 (Sat)	Commencement
May 26, 1986 (Mon)	Memorial Day Observance (Campus Closed)
May 27-30, 1986 (Tues-Fri)	Spring Grades Due
May 30, 1986 (Fri)	Last Day of Academic Year

1985-86 ACADEMIC CALENDAR

<u>Fall 1985</u>	<u>Pay Periods</u>	<u>Instr. Days</u>	<u>Exams</u>	<u>Other</u>	<u>Total Work Days</u>
September	(8/28-9/30)	20 ²⁵		3 (Registration & Orientation)	23 ²⁸
October	(10/1-10/30)	22			22
November	(10/31-11/30)	20			20
December	(12/1-12/31)	10 ⁵	5	5 (Grades)	19 ¹⁵
Fall Total		72	5	8	84 ⁸⁵

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<u>Spring 1986</u>					
February	(1/22-2/28)	25		3 (Registration & Orientation)	28
March	(3/1-3/31)	16			16
April	(4/1-4/30)	22			22
May	(5/1-5/30)	12	5	5 (Grades & Commencement)	22
Spring Total		75	5	8	88
ACADEMIC YEAR TOTAL		147	10	16	172

Last day of Fall = 12/20/85

Commencement = 5/24/86

Last day of Spring = 5/30/86

ACADEMIC HOLIDAYS 1985-86

		<u>Campus Open/Closed</u>
Labor Day	September 2, 1985 (Monday)	X
*Admission Day Observance	September 9, 1985 (Monday)	X
**Columbus Day Observance	October 14, 1985 (Monday)	X
**Veterans Day	November 11, 1985 (Monday)	X
Thanksgiving	November 28-29, 1985 (Thurs-Fri)	X
***Christmas	December 25, 1985 (Wednesday)	X
***New Years	December 30, 1985 - January 3, 1986 (Mon-Fri)	X
**Lincoln's Birthday	February 12, 1986 (Wednesday)	X
**Washington's Birthday Observance	February 17, 1986 (Monday)	X
Spring Recess	March 24-28, 1986 (Mon-Fri)	X
Memorial Day Observance	May 26, 1986 (Monday)	X

*Admission Day to be observed day after Thanksgiving

**Columbus Day, Veterans' Day, Lincoln's Birthday, and Washington's Birthday to be observed December 30-31 1985, and January 2-3, 1986

***Revise, if necessary, to conform to staff policies.