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ACADEMIC SENATE
OF
CALIFORNIA STATE UNIVERSITY
SACRAMENTO

MINUTES

Issue #6

December 14, 1983

ROLL CALL

Present: Anderson, Bossert, Brackmann, Cavaghan, Collins, Currier, Dillon, Ferrand, Haq, Hill, Huff, Kelly, Kingman, Kostyrko, Kramer, Maxwell, McGillivray, Morrow, Nelson, O'Connor, Ramey, Raske, Shattuck, Spray, Stillabower, Swanson, Urone, Wade

Absent: Beckwith, Beelick, Busick, Duran, Elfenbaum, Glenn, Hitchcock, Jakob, Phillips, Steward, Stroumpos, Tanaka, Thornton, Torzyn, Winters

ACTION ITEMS

AS 83-80/Flr. MINUTES

The Minutes of November 9, 1983, are approved.

Carried unanimously.

*AS 83-81/Ex. COMMITTEE APPOINTMENTS

CSU Foundation Board of Directors: KENNETH OWENS or JOSEPH MORROW, 1984 (repl. S. Arvizu)

Carried unanimously.

*AS 83-82/Ex. GRIEVANCE/DISCIPLINARY EXECUTIVE COMMITTEE

The Academic Senate approves the following resolution:

WHEREAS, Past practice has been to allow release time to the chair of the Grievance/Disciplinary Executive Committee; and

WHEREAS, We have adopted for purposes of this grievance cycle the provisions of Executive Order 301; therefore, be it

RESOLVED, That the Academic Senate urges the President, or other appropriate authority, to look favorably on granting release time to the chair of the Grievance/Disciplinary Executive Committee.

Carried unanimously.

*AS 83-83/GPPC, Ex. POLICY ON WRITING PROFICIENCY FOR GRADUATE STUDENTS

The Academic Senate approves the policy relating to writing proficiency for graduate students as follows [reconsideration of AS 83-41/GPPC, Ex.]:

Policy Relating to Writing Proficiency
for Graduate Students

All entering graduate students (those classified in degree programs effective Fall Semester, 1982, and thereafter) are expected to have demonstrated writing proficiency at the undergraduate level as prescribed by California State University. Students applying for admission to graduate programs who have not fulfilled this requirement because of having graduated from a non-CSU institution or having completed undergraduate degree requirements prior to the imposition of the writing standard shall be required to demonstrate writing proficiency as an admission requirement or before becoming fully classified in a graduate degree program. The University's writing proficiency requirement for graduates may be met by one of the methods described below:

1) Passing the CSUS Writing Proficiency Examination with a score of three or better, or passing an equivalent standard, as approved by the appropriate committee of the English Department and by the Dean of Graduate Studies. (Equivalent standards will apply only to those students who are admitted with baccalaureate degrees from non-CSU institutions, and have demonstrated writing proficiency at the former University.)

2) achieving a satisfactory score on the CLEP General Examination in English Composition (Essay Edition), or achieving a satisfactory score (as determined by the Graduate Policies and Programs Committee and the appropriate committee of the English Department) on an equivalent standardized test as recommended by the Graduate Policies and Programs Committee and approved by the Dean of Graduate Studies and the appropriate committee of the English Department.

Any department may, with concurrence of the Graduate Policies and Programs Committee, require other evidence of writing proficiency in addition to the minimum prescribed in either 1 or 2 above.

[The above sections were approved by the Academic Senate (AS 83-32) on 4/13/83 and the President on 5/16/83. Below is the final portion of the policy approved by the Academic Senate on 12/14/83.]

Title 5 now requires that applicants for graduate programs who have not attended, for at least three years, secondary or postsecondary educational institutions where English is the principal language of instruction possess a score of 550 on the Test of English as a Foreign Language (TOEFL) prior to admission to CSUS. In addition, the immigration laws require that international students on non-immigrant visas be admitted only as fully classified graduate students. ESL international students required to take the TOEFL may demonstrate writing proficiency by the following method:

3) achieving a score of 550 on the TOEFL which shall be validated during the first two weeks of enrollment on this campus by taking the CSUS English Diagnostic Test, which is designed primarily for assessing the writing skills of ESL students. If lack of writing proficiency is demonstrated through this test, the Graduate Coordinator of the department in which the student is classified and the student's departmental advisor will design, in consultation with the Writing Proficiency Exam Coordinator (or designee), a plan for the student to achieve writing proficiency. This plan must be acknowledged by the student in writing, signed by the Graduate Coordinator, Advisor and Department Chair, and submitted to the Dean of Graduate Studies for approval. The student must have achieved writing proficiency as outlined in the plan before advancement to candidacy. Failure to demonstrate proficiency in a timely fashion may result in the student's declassification.

In addition, the following policy applies to any student, ESL or otherwise, who has not already demonstrated writing proficiency according to the CSUS criteria by one of the methods above:

4) Graduate students who appear to have an insufficient background in the English language to succeed in graduate study and have not already demonstrated writing proficiency may be required to take the CSUS English Diagnostic Test by the Dean of Graduate Studies after consultation with the Department Chair and Graduate Coordinator. If the test

result is below the acceptable minimum standard, the student may be declassified and required to gain additional English language skills before reapplying for admission to classified graduate standing. In any case, writing proficiency must be demonstrated before advancement to candidacy.

Carried unanimously.

*AS 83-84/CC,GPPC,Ex. PROGRAM CHANGES

The Academic Senate approves the following resolution:

WHEREAS, The Curriculum Committee and the Graduate Policies and Programs Committee have reviewed the attached program changes [see Attachment A] and have recommended their approval, and

WHEREAS, Many of the proposed changes represent responses to recommendations of the program review process, and

WHEREAS, The Fiscal Affairs Committee has found that it cannot at this time with the information provided evaluate the fiscal impact of these changes, therefore be it

RESOLVED, That the Academic Senate approve the changes, and be it further

RESOLVED, That the Academic Senate urge the Fiscal Affairs Committee to devise means by which the fiscal impact of future program changes can be discovered and analyzed.

Carried. (Hand Vote: yes-17; no-7)

*AS 83-85/CC,Ex. POLICY RELATING TO UNDERGRADUATE AND GRADUATE DEGREE PROGRAMS

The Academic Senate approves amendment of the "Policy Relating to Undergraduate and Graduate Degree Programs" (see Attachment B).

Carried.

*AS 83-86/AP,Ex. ENGLISH COMPOSITION REQUIREMENT

The Academic Senate recommends the following revision of catalog copy as recommended by the Academic Policies Committee:

[In view of the recent adoption of the "A, B, C, D, F" grading system to replace the "A, B, C, No Credit" system, the "D" grade will no longer be accepted as satisfying the requirement for successful completion of English 1A. Therefore, the following catalog copy is recommended:]

BACCALAUREATE DEGREE REQUIREMENTS:

4. English Composition. A grade of C or better in a college-level course in English Composition is required for graduation (English 1A or its equivalent). Students wishing to satisfy the requirement by taking English 1A at CSUS must first take the English Placement Test unless qualified for exemption (see page).

Carried.

*AS 83-87/AP, Ex. DEANS' HONOR LIST

The Academic Senate approves the following revision of catalog copy as recommended by the Academic Policies Committee:

RECOGNITION OF ACADEMIC ACHIEVEMENT:

Beginning Fall, 1984, to be eligible to earn Deans' Honor, students must 1) achieve a 3.00 g.p.a. or better if they are freshmen or a 3.25 or better if they are sophomores, juniors, or seniors; 2) complete a minimum of 12 letter graded units; and 3) complete all courses attempted with a grade of "C" or better; that is, no NC, I, U, D, or F grades regardless of g.p.a. (Deans' Honor may be granted retroactively if the student completes any I grades in the following year with a grade that results in the appropriate g.p.a. for the semester in question.)

Carried.

AS 83-88/Ex. MANAGEMENT PERSONNEL PLAN

The Academic Senate urges the President, in implementing the Management Personnel Plan (scheduled to become operative January 1, 1984) to consult with the Senate in giving special attention to development of a process for evaluation of administrators, and to involve a broad range of faculty in such an evaluation process.

Carried unanimously.

AS 83-89/Ex. MANAGEMENT PERSONNEL PLAN

The Academic Senate urges the President to consult with the Senate in examining the impact of the new Management

Personnel Plan on established academic offices and ranks, including its impact on the status and role of department chairs.

Carried unanimously.

AS 83-90/Ex. SALARY INCREASES FOR PRESIDENTS AND OTHER ADMINISTRATORS

The CSUS Academic Senate approves the following resolution:

- WHEREAS, The California State University has faced severe budgetary limitations in recent years, and
- WHEREAS, Representatives of the CSU will be attempting during the current year to persuade the legislature to begin more adequate funding for the CSU, and
- WHEREAS, CSU faculty salaries have steadily fallen behind the cost of living and below salaries paid at comparable institutions, and
- WHEREAS, Despite these circumstances, the Board of Trustees at its meeting of November 18-19 approved major and substantial salary increases and allowances for 17 presidents, four vice chancellors, and the chancellor, therefore be it
- RESOLVED, That the Academic Senate, California State University, Sacramento, regrets and deplors these salary increases as unwise, unwarranted, and untimely.

Carried unanimously.

AS 83-91/Flr. CLASSROOM ARRESTS BY UNIVERSITY POLICE

It was moved (Haq) and seconded that the Academic Senate send the issue of a campus policy on classroom arrests by campus police to the Executive Committee for referral to the appropriate Senate committee for discussion and development of a policy.

Carried.

*AS 83-92/Flr. PROFESSIONAL LEAVE COMMITTEE GUIDELINES

It was moved (McGillivray) and seconded that the Academic Senate amend the Professional Leave Committee Interim Guidelines, approved November 9, 1983 (AS 83-76), to read as follows:

2. Ranking

a. ...

- b. Projects will be recommended and alternates ranked on the basis of the following three criteria: quality of project, benefit of project to the university, and accrued service of applicant since initial eligibility.

Carried.

The meeting was adjourned at 3:47 p.m.


Janice McPherson, Secretary

JM/CD

*President's response requested.

SUMMARY OF SUBSTANTIAL PROGRAM CHANGES
FOR INCLUSION IN 1984-86 CSUS CATALOG

SCHOOL OF ARTS AND SCIENCES

- Anthropology --increase from 45 to 47 units in BA major to include a 2-unit Laboratory in Ethnographic Techniques.
- Biological Sciences -- increase from 59-71 to 62-72 units in BA major program to include a 3-4 units co-requisite in mathematics.
- California Studies -- addition of an 18-unit Certificate Program in California Studies (core courses in History, Geography, Government, Economics plus six additional units from a list of selected courses).
- Chemistry -- 1) increase from 64-69 to 67-72 units in BA major to include a 3-unit Physical Chemistry Laboratory
2) increase from 75-76 to 78-79 units in BS major to include a 3-unit course in senior research.
- Communication Studies -- increase from 33 to 36 units in BA major to include an expanded core and the addition of two 18-unit concentrations in Media Communication and in Organizational Communication.
- English -- 1) add to the MA degree program in English options in Teaching English to Speakers of Other Languages and in Creative Writing. 2) add an 18-unit Certificate Program in Teaching English to Speakers of Other Languages.
- Environmental Studies -- increase from 40 to 46 units in BA major including an additional 5 units of co-requisites in Chem 6A and adjustments in co-requisites in Biological Sciences, Geology, and Economics.
- French -- increase from 31 to 34 units in BA major to include an additional course in literature and adjust units in language and culture.
- Government-Journalism -- decrease form 57 to 51 units in BA major by requiring 3 fewer units of lower division and 3 fewer units of upper division course work.
- History -- add a Public History option of 18 units to the MA Degree in History.
- Home Economics -- increase from 42 to 48-50 units in some areas of study in the BA major to include additional co-requisites in sciences (Nutrition and Foods area) or economics (Home Management, Family Economics, and Consumer Studies area).

Summary of Substantial Program Changes
For Inclusion in 1984-86 CSUS Catalog
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Humanities -- increase from 36 to 39 units in BA major to include an expanded core and a 24-unit concentration in Religious Studies.

Immunohematology and Blood Transfusion -- allow 9 units of transfer credit from an approved School of Blood Banking to count toward the development of a MS Special Major.

Mathematics -- increase from 42-48 to 47-48 units in BA major to include a 3-unit lower division course in differential equations and a 3-unit upper division course in formal mathematics. Delete MS Degree; Retain MA Degree.

Psychology -- increase from 31 to 36 units in BA major to include an expanded core.

Sociology -- increase from 36 to 42 units in BA major program to include an expanded core and five areas of study.

Speech Pathology and Audiology -- delete 3 units of co-requisite (Music 186) in Audiology option of BA major. No net unit change in degree requirements. Change degree designations from BA to BS and MA to MS.

Theatre Arts -- increase from 45 to 47 units in BA major in Drama to include 2 units in performance.

SCHOOL OF BUSINESS AND PUBLIC ADMINISTRATION

Accountancy -- delete 3 units of co-requisite (Phil 2). No net unit change in degree requirements.

SCHOOL OF EDUCATION

Education -- 1) combine the MA in Education options in Elementary and in Secondary Education into one option titled Curriculum and Instruction, 2) add a MA in Education specialization of 30 units in English Language Development.

SCHOOL OF ENGINEERING AND COMPUTER SCIENCE

Civil Engineering -- increased from 127 to 134 total units in BS degree program to meet 1980/81-1982/83 and 1983/84 general education requirements.

Summary of Substantial Program Changes
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Electrical and Electronic Engineering -- increased from 127 to 132 total units in BS degree program to meet 1980/81-1982/83 and 1983/84 general education requirements.

Engineering -- delete the BS and MS degrees in Engineering. No programs currently offered under these degrees.

Engineering Technology -- 1) Construction Technology increase total degree units from 126 to 136 units to meet 1980/81-1982/83 and 1983/84 general education requirements and to offer on this campus lower division units formerly taught only at community colleges, 2) degree program includes a supporting field of 24 units in Business Administration, 3) change Construction Technology option name to Construction Engineering Management.

Mechanical Engineering -- increase from 126 to 132 total units in BS degree program to meet 1980/81-1982/83 and 1983/84 general education requirements.

SCHOOL OF HEALTH AND HUMAN SERVICES

Criminal Justice -- 1) change BA degree designation in Criminal Justice to BS, 2) reduce from 86 to 82 units in Forensic Science BS major, 3) add a formal concentration of 18 units in Forensic Science (rather than current area of study) within the MA Degree in Criminal Justice.

Nursing -- delete co-requisite requirement (Physics 2) to meet general education requirements and to respond to recommendations from National League for Nursing. No net unit change in degree requirements.

Social Work -- substitute a new specialization of Family and Children's Services for existing specialization of Poverty and Minorities. No net increase in unit requirement MSW Degree program.

[A complete file copy of the above changes and additions is available for review in the Academic Senate Office, Adm. 264]

POLICY RELATING TO UNDERGRADUATE AND GRADUATE DEGREE PROGRAMS

The University structures its academic degree programs in such a way that sufficient breadth and depth experiences are required to ensure maintenance of degree objectives. In the Bachelor of Arts programs, primary degree objectives are 1) to provide the student with a balanced and coherent liberal arts education that expands one's knowledge and appreciation of the world and enhances his or her ability to deal constructively with life's experiences; 2) to provide the student with appropriate content, methodology, applications in a recognized discipline sufficient to support entry into related vocations or advanced study, or to enhance one's own personal knowledge or skill. The liberal arts function is provided through the University's general education program and related liberal arts electives. The second function is provided by academic major and minor requirements.

Bachelor of Arts Degree majors require a minimum of 24 upper division units and are limited to 48 units in the major field, including lower division prerequisites. The comprehensive liberal studies degree program which includes both major and general education requirements is currently exempt from the 48 unit limitation. Exemptions to the unit limitation are granted only upon the recommendation of the Academic Senate's Curriculum Committee and approval of the School Dean and the Vice President for Academic Affairs.

The Bachelor of Science Degree has the same primary objectives as the Bachelor of Arts Degree but is grounded in scientific methodology and emphasizes applications in a wide range of technical and professional fields. Bachelor of Science majors require a minimum of 36 upper division units, and are limited to no more than one half the total degree unit requirements in the major field, inclusive of both lower and upper division units, but exclusive of co-requisite requirements. Exemptions to the unit limitation of Bachelor of Science programs are made in the same fashion indicated for Bachelor of Arts programs.

Bachelor's degrees in designated disciplines such as Bachelor of Music or Bachelor of Vocational Education carry the same primary objectives as the other baccalaureate degrees, but are more structured and prescribed in major content in order to meet specific vocational or professional goals. Major requirements including all prerequisites and corequisites may not exceed the difference between the units specified in the general education program, other all-university requirements, and the total number of units required for the Bachelor's degree.

Graduate study is designed to advance knowledge and competencies in specific content areas of individuals holding baccalaureate degrees. It is presumed those engaging in graduate education possess the requisite undergraduate preparation in the liberal arts and appropriate discipline areas to support scholarly discourse and activity. Students found deficient in undergraduate foundation preparation may be denied graduate admission or required to take additional undergraduate work to qualify for classified graduate standing.

The Master of Arts Degree, an extension of the Bachelor of Arts Degree, is grounded in liberal traditions and directed toward the mastery or application of specific content material. Degree programs are designed to prepare individuals for entering related career fields, doctoral programs or other professional areas of study. Master of Arts programs are limited to a 30-unit requirement, exclusive of qualifying undergraduate prerequisites, including units associated with the culminating experience.

The Master of Science Degree, an extension of the Bachelor of Science Degree, is grounded in liberal traditions, scientific methodology, and is directed toward the mastery or application of scientific or technological principles in specific content areas. Degree programs are designed to prepare individuals for entering related career fields, doctoral programs or other professional areas of study. Master of Science programs are limited to a 30-unit requirement, exclusive of undergraduate prerequisites, including units associated with the culminating experience.

Master's degrees in designated professional fields such as Business Administration (MBA), and Social Work (MSW) are designed to prepare individuals to enter specific career fields. These degree programs commonly considered training for practitioners in the field are grounded in liberal traditions, with appropriate foundation study in related arts and science curricula necessary to support the acquisition of professional knowledge and skill in the specific content area. Master's programs in designated professional areas are limited to a 60-unit requirement, exclusive of undergraduate prerequisites, including units associated with the culminating experience.

Exemption from the unit limitation for Master's Degrees are made only upon the recommendation of the appropriate school/division, university review bodies, School Dean/Division Chair, Vice President for Academic Affairs, approval of the President with the concurrence by the Chancellor. Current exceptions are the interdisciplinary Master of Arts program in International Affairs with a limitation of 48 units, the Master of Science program in Counselor Education with a limitation of 60 units, and the Master of Arts program in Speech Pathology and Audiology which exceeds the maximum by 1-3 units.

Policy Relating to Undergraduate and
Graduate Degree Programs

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Students seeking a second master's degree must offer at least 51 units total for both degrees when each degree is a 30-unit program. Comparable totals may apply proportionately when degrees of more than 30 units are involved. Basic requirements for level of courses, culminating requirements, residency, and other university rules apply to all second master's students.

Undergraduate degree programs are expected to include at least five courses with no fewer than fifteen units that are common to the degree program. Graduate degree programs are expected to include at least three courses with no fewer than nine units, excluding independent study, field work, and the culminating experience, that are common to the degree programs.

To maintain program viability, graduate programs are to be scheduled so that enough courses are offered to insure completion of a 30-unit program within two academic years. As a standard, graduate programs shall offer each year the nine units common to the degree program and at least nine units of degree applicable course work. Over a two year period, 18 units of 200 level courses shall be offered, exclusive of supervisory units, and these units shall not include repeated offerings of the same course. The offerings should be varied enough to allow, and the scheduling pattern should permit, students to take at least 27 units of degree applicable course work, exclusive of supervisory units, over a two year period. Consideration shall be given to the diverse nature of programs and courses when evaluating program and enrollment viability. Graduate programs whose enrollments do not support consistently the offering of this scheduling pattern may be discontinued or admission to the program may be suspended upon the recommendation of the Graduate Policies and Programs Committee after a formal review of the program. Such program reviews, unless otherwise scheduled, normally take place every five years.

Developed by University Planning Committee: Spring, 1980

Approved by President: Summer, 1980

Approved by Chancellor's Office: 12-2-80

Revised and Approved by GPPC: 10-11-82

Revision Approved by Academic Senate: 11-10-82