

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

Issue #13

Wednesday, April 17, 1985

ROLL CALL

Present: Addicott, Beckwith, Bess, Chmaj, Collins, Cowden, Deaner, Farrand, Figler, Gelus, Glenn, Harriman, Holl, Huff, Jensen, Kelly, Koester, Kostyrko, Knepprath (Parliamentarian), Kramer, Madden, Maxwell, McGillivray, Nelson, Pettay, Pucci, Radimsky, Shattuck, Small, Spray, Stroumpos, Swanson, Torcum, Wade, Wheeler, Winters

Absent: Aichele, Alexander, Anderson, Good, Hernandez, Hitchcock, Robbins, Scott, Wilson

ACTION ITEMS

AS 85-17/Flr. MINUTES

The Minutes of the regular meeting of March 13 and the special meeting of March 20, 1985, are approved.

Carried unanimously.

AS 85-18/Ex. COMMITTEE APPOINTMENTS

ad hoc Committee on Hispanic Underrepresentation:

JOE AIELLO, Learning Skills Center
DUANE CAMPBELL, Teacher Education
OLIVIA CASTELLANO, English
ROBERTA CHING, English
ERLINDA CLARK, Accountancy
ISABEL HERNANDEZ-SERNA, Student Affirmative Action
SAM RIOS, Ethnic Studies
RICH ORTEGA, Engineering
Two students appointed by the Student Senate
One administrator, ex officio

Committee on Committees:

Convenor:

PATRICK MCGILLIVRAY, Vice Chair
Academic Senate

Student Senate:

JAN HELDER - Pending (TINO
ARREDONDO - Alternate)

AS 85-18/Ex. COMMITTEE APPOINTMENTS (continued)

Social Science:	ROBERT JENSEN
Humanities/Fine Arts:	BETTY CHMAJ
Sciences & Math:	ELAINE ALEXANDER
Education:	GARY SPRAY
Business & Public Admin.:	STOAKLEY SWANSON
Engineering:	SUSAN HOLL
Social Work:	ALAN WADE
Health & P.E.:	STEPHEN FIGLER
Nursing:	MINA ROBBINS
Library:	JOSEPH KRAMER
Student Affairs:	CHRIS GLENN
Ethnic Studies:	OTIS SCOTT

Search Committee - Dean School of Education:

HERBERT BLAKE, Management
 BARBARA ARNSTINE, Teacher Education
 KALIL GEZI, Counseling, Administration, and Policy Studies
 DAVID RASKE, Special Services
 SAM RIOS, Ethnic Studies

Search Committee, Associate Provost for Faculty and Staff Affairs:

HERBERT PERRY, Economics
 STOAKLEY SWANSON, Management
 VIRGINIA KIDD, Communications Studies

University Meritorious Performance and Professional Promise Committee:

LEE KAVAJIAN, Biological Sciences
 PATRICK MCGILLIVRAY, Sociology
 WILLIAM SCHUSTER, Organizational Behavior and Environment

Carried unanimously.

*AS 85-19/CC, GPPC, Ex. CURRICULUM REVIEW - LEARNING SKILLS CENTER

The Academic Senate approves the recommendation of the Curriculum Committee and the Graduate Policies and Programs Committee that the continuation of the Learning Skills Center be endorsed for a period of five years or until the next scheduled program review. [The Academic Program Review is available for review in the Academic Senate Office, Adm. 264.]

Carried unanimously.

AS 85-20/AP, AP, Ex. LIBRARY SUBCOMMITTEE CHARGE

The Academic Senate approves revision of the charge to the Library Subcommittee. [Attachment A]

Carried unanimously.

AS 85-21/AP, Ex. OUTREACH AND RECRUITMENT POLICY

The Academic Senate endorses the recommendations contained in the California State University Admissions Advisory Council's "Proposed Policy on Outreach and Recruitment." [Attachment B]

Carried unanimously.

*AS 85-22/FisA, CC, Ex. BACHELOR OF ARTS - INTERIOR DESIGN

The Academic Senate recommends approval of the proposed Bachelor of Arts in Interior Design major program. [Attachment C]

Carried unanimously.

*AS 85-23/Ex., Flr. SMOKING, CAMPUS POLICY ON (supersedes AS 82-24)

The Academic Senate approves the proposed campus policy on smoking as amended [Attachment D].

Carried.

*AS 85-24/AP, Ex. POLICY ON CENTERS AND INSTITUTES

The Academic Senate approves the draft policy on "Centers/Institutes" as amended [Attachment E].

Carried unanimously.

The meeting was adjourned at 4:00 p.m.


Janice McPherson, Secretary

JM/CD

*President's response requested.

LIBRARY SUBCOMMITTEE
CHARGE

MEMBERSHIP

The Library Subcommittee is composed of 13 voting members:

- 8 Faculty members
 - 2 Health and Human Services
 - 3 Arts and Sciences
 - 1 each from Business, Education, Engineering
- 1 Library faculty member
- 1 Library support staff member
- 1 Academic Policies Committee liaison
- 1 Student representative
- The University Librarian (ex officio)

CHARGE

The function of the Library Subcommittee is to provide liaison between the University and the Library. The Subcommittee will review and recommend policies regarding the role of the Library in the academic community. The Subcommittee will:

1. review and evaluate library services, policies, and long range plans to the extent that they affect the academic goals, missions, and programs of the University.
 - (a) in particular, the Subcommittee will provide the Library with information as to how the faculty views the level and quality of library services and
 - (b) develop processes that will increase communication between the Library and the faculty.
2. identify problems and initiate policy recommendations which will improve services provided to the campus community and promote the excellence of the Library and the goals and mission of the University.
3. provide faculty input to the Library with respect to its long-range planning concerning collection development and services and allocation of Library budgetary resources.
4. before implementation, routinely review for comment, recommended policies, procedures and long-range plans proceeding from the Library faculty, the Public Service Heads, the Administrative Council, the Library Administration, the Library Budget and Planning Committees, if these proposed actions would potentially affect any element(s) of the academic community.

ACCOUNTABILITY

The Library Subcommittee is a subcommittee of the Academic Senate's Academic Policies Committee. All actions and policy recommendations are to be referred to the Academic Policies Committee and the Executive Committee of the Academic Senate for final disposition.

CALIFORNIA STATE UNIVERSITY
ADMISSIONS ADVISORY COUNCIL
PROPOSED POLICY ON OUTREACH AND RECRUITMENT

DRAFT

Summary

The Admissions Advisory Council proposes a new outreach policy for the California State University which constitutes a major revision of the policy which has been in effect since 1973.

The Council recommends that this new outreach policy, and the enrollment planning that is its most important component, include the following:

- o Increased use of campus mission and goals statements in developing outreach programs
- o Closer coordination among outreach services, public information activities, and academic planning
- o A more active approach to outreach
- o More aggressive and concentrated efforts to attract students from underrepresented groups, prospective teachers, honors students, community college transfers, and students with disabilities
- o Development of recruitment approaches that are sensitive to different cultures, languages, and socioeconomic levels
- o Targeted recruiting of students based on current demographic data showing where they are concentrated
- o Faculty involvement in planning outreach and conducting school visitations
- o Greater use of media to advance CSU interests
- o Improvement of services provided to all service area schools and colleges.



Memorandum

To University Curriculum Committee
Marsha Dillon, Chair

June Stuckey, Associate Provost ✓
Academic Affairs

Date February 15, 1985

Subject Interior Design Major
Proposal

From Cecilia D. Gray, Chair
Home Economics *cg*

The faculty in Interior Design wish to reaffirm their desire to propose a B.A. in Interior Design. Attached please find a revised description of the major. It includes 48 units of coursework in art and interior design and 18 units of co-requisite supporting courses in related disciplines. It is our understanding that these changes will be acceptable to the University Curriculum Committee and that they meet university guidelines for the B.A. degree.

*Approved by
Curriculum Committee
2-25-85*

RECEIVED

FEB 18

California State University, Sacramento
Office of the Assoc. Vice President
for Curriculum

1. Definition of Proposed Degree Major Program in Interior Design

- a. California State University Sacramento requests approval to offer a Bachelor of Arts in Interior Design to be implemented commencing with the 1985-86 academic year.
- b. The Home Economics Department at CSUS will offer the program.
- c. Individuals primarily responsible for drafting the Interior Design major program:

Associate Professor Lee Anderson, M.A. Interior Design
Professor Jo A. Lonam, M.A. Art History;
M.A. Home Economics
Professor Cecilia Gray, Ph.D., Department Chair

d. Objectives of the Interior Design major program are to:

- 1) provide a background in interior design that includes design theory and aesthetics, history, analysis, space planning and programming and specifications.
- 2) prepare students to secure employment in the field of interior design as a designer, pursue advanced academic work in interior design and provide consultation to individuals and groups.

Upon completion of the major, students should:

- 1) understand the psychological, social and economic factors that relate to the design of interior spaces.
- 2) be able to identify, research and creatively solve problems relative to the function and quality of the human environment.

NOTE: See Appendix A for definition of a professional interior designer.

e. Total number of units required for the major: 66

REQUIRED COURSES: 39 UNITS

Lower Division:

H.E. 20 Design (3)
H.E. 31 Textiles (3)
Art 1A Stone Age to End of Middle Ages (3)
Art 1B Renaissance to Present (3)
Art 20A Drawing (2)
Art 70 Three Dimensional Materials and Methods (2)

Upper Division:

- H.E. 121 Interior Design (3)
- H.E. 122A Graphics for Interior Design (3)
- H.E. 122B Presentation Techniques for Interior Design (3)
- H.E. 123A Historic Interiors (3)
- H.E. 123B Contemporary Interiors (3)
- H.E. 126A Advanced Interior Design I (Residential) (3)
- H.E. 126B Advanced Interior Design II (Commercial) (3)
- H.E. 129A Business Practices for Interior Design (2)

f. Minimum of 9 units electives are required

- H.E. 120 Housing (3)
- H.E. 124 Asian Design (3)
- H.E. 128 Household Equipment and Energy Management (3)
- H.E. 129B Design Portfolio (2)
- 129C Kitchen Design (3)
- 129D Detailing Interior Design (2)

18 elective units from the following co-requisite supporting courses are required:

- Art 118 Modern Architecture (3)
- Art 127 Color (3)
- Art 134 Fibers (3)
- Art 196 Computer Graphics in the Visual Arts (3)
- Com. S. 136 Intro. to Communication Graphics (3)
- Drama 122 Lighting Design (3)
- Env. S. 116 Ecology of Shelter (3)
- Env. S. 110 Contemporary Environmental Issues (3)
- Photo 40 Photography (2)
- Physics 81 Solar Energy (3)
- Departmental 195, 199 and 196 when appropriate (1-6)

NOTE: Additional elective and/or supporting courses
e.g. graphic arts, may be considered for inclusion
as they are developed.

New elective courses needed to initiate the program: none

New elective courses needed during the first two years
after implementation:

H.E. 125 Lighting. Exploration of the aesthetic and
technical aspects of lighting design in both residential
and commercial installations. Prerequisite: H.E. 122B.
Lecture-laboratory, 3 units.

H.E. 129 Space Planning. Exploration of the relationships
between the built environment and human interaction with
emphasis on open and private office layout in corporate
design. Prerequisite: H.E. 122B. 3 units.

DRAFT

SMOKING
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1. Smoking is not permitted in classrooms, laboratories, theatres, elevators ~~or~~, gymnasiums, or enclosed stairways. Lobbies adjacent to these areas are designated smoking areas, except where posted "No Smoking." All hallways adjacent to faculty offices are designated "No Smoking" areas.
2. Smoking is not permitted in the Library, except in designated smoking areas.
3. In eating/drinking areas seating fifty (50) or more people (excluding dormitory dining halls), at least twenty (20) percent of the area must be set aside and posted for non-smokers no smoking will be permitted. Smoking will be permitted in fifty (50) percent of the Pub and the Coffee House.
4. Smoking is not permitted during formal meetings, which includes office hours. A formal meeting is defined as an assembly of two or more persons by prior announcement for the purpose of conducting business. Individuals responsible for conduct of a formal meeting will, if possible, arrange for breaks at least every two hours to accommodate those who smoke. If the meeting is small (no more than four) and everyone agrees, an exception may be made. No exceptions are permitted during interviews.
5. Smoking may be permitted during informal meetings (gatherings of two or more persons in the course of daily work) provided no objection is made by any one of those present.
6. Supervisors/managers will pursue various options in an effort to accommodate everyone's needs in their respective work areas.
7. Each employee is encouraged to identify his/her individual work space as either a non-smoking or a smoking area.
8. The Environmental Health and Safety Officer or designee shall administer this policy and resolve conflicts which may arise.

Policy Administrator: Environmental Health and Safety Officer
Index cross-references:

Ref:

D R A F T

CENTERS/INSTITUTES

Purpose:

Centers or institutes are intended to enhance and extend the university's academic programs by focusing attention and effort on a specific programmatic objective. Centers shall

- enhance the conduct of faculty research and scholarship
- promote the instructional programs of the university
- enhance the university's ability to obtain external funding
- provide for and coordinate public service programs

Instructional programs are not normally offered by a center although the activities of a Center may be related to a department's or school's instructional program.

Procedure for the Establishment of a Center/Institute

Any CSUS faculty member or group of faculty members may purpose the establishment of a center or institute. (For this purpose faculty includes librarians and student affairs officers.) All proposals are reviewed by the relevant department(s), division(s), and school(s) committees; the appropriate dean(s); the Director of Research and Sponsored Programs; and by the University Resources and Planning Council; and by the Academic Senate for recommendation before being recommended prior to the final action of the President. All proposals shall be forwarded to the Academic Senate with an invitation for comment prior to final action by the president.

Organization

Each center/institute shall

- have a clearly stated set of objectives
- have a clear relationship to the mission of an existing university program
- be housed administratively in an existing educational unit (department, division, school, library, or student affairs unit)
- have a faculty governance structure
- have a unit administrative officer who is a probationary or tenured CSUS faculty member

Support

The amount, duration, and nature of funding required to establish and maintain a center/institute shall be determined at the time of establishment and reviewed as part of the normal university budget process thereafter. It is anticipated that the majority of centers/institutes will become substantially self-supporting within two to three years of establishment. The bulk of university support is regarded as seed money.

Disestablishment

Centers/institutes may be disestablished by the same mechanism through which they are created.