

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 #18

March 29, 1990

**ROLL CALL**

Present: Amos, Bach, Barrena, Brackmann, Burger, Cajucom, Campbell, Clark, Cooper, Decious, Dillon (Parliamentarian), Freund, Glovinsky, Hallinan, Harriman, Hag, Holl, Huff, Jakob, Kelly, Kornweibel, Kutchins, Low, D. Martin, L. Martin, Mattos, Joan Maxwell, John Maxwell, McClure, McGeary, McGowan, Miller, Nicola, Pacholke, Palmer, Reinelt, G. Shannon, Swanson, Toder, Tooker, Torcom, Tzakiri, Wade, Wheeler, White, Winters, Yousif

Absent: Barnes, Figler, Gonzalez, Hayashigatani, Herman, Johnson, Kando, Kho, Lewis, Marsh, Meyer, Moore, Pyne, W. Shannon, Shek, Stroumpos, Summers, Whitesel, Wright

**ACTION ITEMS**

AS 90-37/FPDC, Ex. 1990-91 MINI-GRANT PROGRAM

The Executive Committee, on behalf of the Academic Senate, approves the 1990-91 Mini-Grant Program as prepared by the Faculty Professional Development Committee (distributed to Faculty on March 15, 1990).

Carried unanimously.

AS 90-38/Flr. MINUTES

The Minutes of the meetings of March 8 and March 15, 1990, are approved.

Carried.

AS 90-39/Ex. COMMITTEE APPOINTMENTS--SENATE

Affirmative Action Committee:

JANIE LOW, 1991, Senator (repl. S. Jakob)

Carried unanimously.

\*AS 90-40/Ex. COMMITTEE APPOINTMENTS--UNIVERSITY

Campus Educational Equity Committee:

MARJORIE LEE, Education, 1991 (repl. H. Murai)

Student Academic Development Committee:

LORI ALDEN, Instructional Faculty, 1990 (repl. T. Shoemaker)

Student Economic Support Committee:

WALLY AMER, SBA, 1991 (repl. D. Brecht)

Carried unanimously.

AS 90-41/Ex. COMMITTEE APPOINTMENTS--CSU

Academic Council on International Programs (ACIP):

RICHARD SHEK, 1993 (repl. K. Smith)

CSU Governmental Affairs Specialist:

CRISTY JENSEN, 1991 (repl. J. Syer)

Carried unanimously.

\*AS 90-42/Ex. ADMINISTRATIVE FELLOWS PROGRAM REVIEW COMMITTEE

The Academic Senate endorses expansion of the Administrative Fellows Program Review Committee as proposed by President Gerth in his March 1, 1990, memorandum (Attachment A).

Carried unanimously.

\*AS 90-43/FPDC, Ex. MINI-GRANT FUNDS, ALLOCATION OF 1990-91

The Academic Senate recommends approval of the allocation of 1990-91 mini-grant funds (Attachment B) as recommended by the Faculty Professional Development Committee.

Carried.

AS 90-44A/Ex. UNIVERSITY ARTP DOCUMENT--AMEND SECTION 9.01

The Academic Senate recommends amending Section 9.01 of the University ARTP policy document, by adding:

9.01.S In any instance of evaluation, the written text of the committee's evaluation report and recommendation as it will appear in the candidate's file shall be approved by the evaluation committee. Each member of the committee shall be given the opportunity to approve or disapprove the same text. No amendment of the text shall be made except by the agreement of a simple

majority to it after each member of the committee has had the opportunity to consider the amendment and to vote either to adopt or reject it. (See Section 9.07.P of this document.)

Defeated.

\*AS 90-44B/UARTP UNIVERSITY ARTP DOCUMENT--AMEND SECTION 9.01

The Academic Senate recommends amending Section 9.01 of the University ARTP policy document, by adding:

9.01.S In any instance of evaluation, the written text of the committee's evaluation report and recommendation as it will appear in the candidate's file shall be approved by a simple majority of the evaluation committee in a meeting called for that purpose. (See Section 9.07.P of this document.)

Carried.

\*AS 90-45/Ex. UNIVERSITY COMMITTEE FOR DIVERSITY AWARDS PROGRAMS

The Academic Senate endorses establishment of a University Committee for Diversity Awards Programs with the membership and charge as set forth in President Gerth's memorandum of March 1, 1990 (Attachment C).

Carried.

AS 90-46/FisA, Ex., Flr. FACULTY ALLOCATION MODEL

The Academic Senate rescinds AS 88-103A which endorsed the Faculty Allocation Model, and, further, the Academic Senate withholds endorsement of the revised Faculty Allocation Model (September 1989).

Carried.

\*AS 90-47/AP, Ex. TRANSFER EVALUATIONS

WHEREAS, The Academic Senate, in AS 89-13, recommended and the President approved a new academic advising policy to improve the quality of advising to all CSUS students; and

WHEREAS, Community College transfer students constitute the majority of students at CSUS; and

WHEREAS, It is the intent of the California Master Plan for Higher Education and other legislation (e.g., AB

1725) that students who attend Community Colleges and transfer to CSU campuses shall not be delayed in their progress toward completion of a baccalaureate degree; and

WHEREAS, Timely availability of transfer evaluations is a service that CSUS is obligated to provide and is essential to advising of transfer students; and

WHEREAS, Currently, transfer students often do not receive their transfer evaluations until their second semester at CSUS, a situation that may result in inappropriate selection of courses and delay in completion of degree requirements; and

WHEREAS, Production of accurate transfer evaluations is a time-consuming, personnel-intensive task; and

WHEREAS, The workload of the Evaluations Office is directly affected by enrollment increases; and

WHEREAS, There are now two fewer positions in Student Services than there were in 1986 despite the fact that enrollment has increased by almost 2,000 students; therefore, be it

RESOLVED, The Academic Senate recommends that a study be conducted, in Spring 1990, to determine the factors that contribute to delays in production of transfer evaluations; and, be it further

RESOLVED, The Academic Senate recommends that, by the end of Spring 1990, a plan be developed to improve the timeliness of production of transfer evaluations. Specifically, the plan should provide that students entering in Fall 1990 shall receive transfer evaluations prior to CAR registration for the Spring semester and that, by Fall 1992, students shall receive transfer evaluations prior to their first semester of enrollment at CSUS; and, be it further

RESOLVED, The Academic Senate recommends that the total resource allocation to Student Affairs and its internal distribution be examined and adjusted, as necessary, to insure that there is adequate funding to implement the plan to provide timely transfer

evaluations and provide other basic services to students.

Carried.

The meeting was adjourned at 4:32 p.m.

*Danice McPherson*  
Danice McPherson, Secretary

\*Presidential approval requested.



# California State University, Sacramento

6000 J STREET, SACRAMENTO, CALIFORNIA 95819-2694

## MEMORANDUM

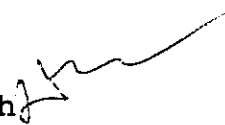
March 1, 1990

California State University, Sacramento  
6000 J Street  
Sacramento, California 95819

MAR 5 1990

Academic Senate Received  
413

TO: Juanita Barrena, Chair  
Academic Senate

FROM: Donald R. Gerth 

SUBJECT: Administrative Fellows Program Review Committee

By this memorandum I am eliciting formal consultation of the Academic Senate in expanding the size of the Administrative Fellows Program Review Committee.

Over the past seven or eight years, the committee that has recommended candidates for the Administrative Fellows Program consisted of one faculty member, one staff member, and a former Fellow. Several applicants over the years have felt a bias - either not enough faculty and therefore a staff bias (from faculty applicants), or not enough staff and therefore a faculty bias (from staff applicants).

I am proposing that the committee be expanded by two persons, an extra faculty member and an extra staff member. This provides a small committee (5) yet should address the issues raised.

/sjr



# California State University, Sacramento

California State University, Sacramento  
Sacramento, California 95819

FEB 22 1990

SACRAMENTO, CALIFORNIA 95819-2694

SCHOOL OF BUSINESS ADMINISTRATION  
DEPARTMENT OF MANAGEMENT

Academic Senate Received  
413 413

## M E M O R A N D U M

February 22, 1990

To: Juanita Barrena, Chair  
Academic Senate

From: Art Jensen, Chair  
Academic Senate Faculty Professional Development Committee

Subject: Allocation of 1990-91 Mini-Grant funds

Since the exact allocation of available funds for the next cycle of the Mini-grant program is still unknown, the Senate Faculty Professional Development Committee requests that the dollars expected to be available for mini-grant funding during the 1990-91 academic year be allocated to the eligible program centers in the following manner:

1. The Student Affairs and Athletics program centers receive 3.5% of the total allocation. These funds are to be administered through the office of the Vice President for Academic Affairs.
2. The Library receive 4.5% of the total allocation. These funds are to be administered by the Library's Faculty Professional Development Committee.
3. The remaining dollars be allocated to the five schools, based on the proportional FTEF for each school.
4. Recommendations regarding funds not allocated or expended from any of the above categories will be made by the University Faculty Professional Development Committee to the Vice President for Academic Affairs according to the following schedule. A report will be prepared by the FPD committee by May 11, 1990, of the allocation of funds for the 1990-91 cycle, to determine whether there are allocated funds available for redistribution. A second report will be prepared by the FPD committee by January 30, 1991, of the allocation of funds for the 1990-91 cycle, to determine whether any funds allocated for the Fall, 1990 semester were not expended and are available for redistribution. A third report will be prepared by the FPD committee by April 1, 1991, of the allocation of funds for the 1990-91 cycle, to determine whether any funds allocated will not be expended and are available for redistribution.



# California State University, Sacramento

6000 J STREET, SACRAMENTO, CALIFORNIA 95819-2694

## MEMORANDUM

March 1, 1990

TO: Juanita Barrera, Chair  
Academic Senate

California State University, Sacramento  
6000 J Street  
Sacramento, California 95819

MAR 5 1990

Academic Senate Received  
413

FROM: Donald R. Gerth 

SUBJECT: Committee for Diversity Awards Programs

Over the past few years there have been several systemwide programs developed whose purpose is to increase the number of women and underrepresented minorities in our faculty, staff and administration. These programs currently include:

- Affirmative Action Faculty Development Grants
- Doctoral Incentive Forgivable Loans
- Minority Graduate Fellowships
- Pre-Doctoral Program

Each of these programs has in the past used an ad hoc committee structure to review applications and/or proposals and to recommend candidates or proposals for funding. While each committee has attempted to be fair and thorough, it is an understatement that this lack of coordination can create an atmosphere of confusion and a lack of linkage between similar programs.

In order to resolve this problem, I propose a university committee to provide oversight to these special programs. This committee would have a membership of:

7 faculty recommended by the senate, [3 faculty-at-large, (one of whom should be a student affairs professional), 1 member of the Affirmative Action Committee, 1 member of the Faculty Professional Development Committee, 1 member of the Graduate Policies and Programs Committee, 1 member of the campus Educational Equity Committee]



Juanita Barrena  
March 1, 1990  
page two

1 staff member, appointed by USA

2 students, appointed by ASI (recommend that at least one be a graduate student)

A designee of the Vice President of Academic Affairs,  
Dean of Graduate Studies, ex officio

Affirmative Action Officer, ex officio

Director of University Outreach, ex officio

The recommendations and reports of the over-sight committee will be made to me through the Vice President of Academic Affairs. It's charge would be: to develop guidelines for the programs; to coordinate the implementation of the various programs; to recommend participants or proposals; and, to evaluate the program's effectiveness, making recommendations for change when necessary.

By this memorandum I am eliciting formal consultation of the Academic Senate in establishing this committee for Diversity Awards Program.

My hope is that the committee would be in place as quickly as possible because at least one of these programs, the doctoral incentive forgivable loan program, is ready to begin the 1990-91 cycle.

/sjr

cc: Dr. Burger