

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 #14

February 14, 1991

ROLL CALL

Present: Al-Kazily, Bach, Barnes, Barrena, Bauerly, Bourg, Brackmann, Brown, Burger, Carlson, Cook, Cooper, Curry, Decious, Elfenbaum, Fryer, Gelus, Gonzalez, Harriman, Hayashigatani, Holl, Huff, Jakob, Jensen, Johnson, Kando, Kornweibel, Lonam, Martell, D. Martin, L. Martin, Mattos, Maxwell, McClure, Meier, Miller, Mrowka, Muller, Navari, Novosel, Pacholke, Palmer, Quade, Reinelt, Schuster, Serrano, Shannon, Steward, Toder, Wade, Wheeler, White, Wright, Yousif

Absent: Amos, De Haas, Glovinsky, Hernandez, Michael, Mitchell, Olson, Pyne, Shek, Straukamp, Summers, Tooker, Weissman, Whitesel, Winters

INFORMATION

1. Spring 1991 Academic Senate Meetings (Tentative Schedule)
Thursdays, 2:30-4:30 p.m.
Forest Suite, University Union (unless noted otherwise)

February 21 (ad hoc Committee on Scholarship) REDWOOD ROOM	May 2 2:30-3:00, '91-92 Nominations 3:00-4:30, '90-91 Senate
February 28	May 9
March 7	May 16
March 14	2:30-3:00, '91-92 Elections
March 21	3:00-4:30, '90-91 Senate
April 4 (CLS 1003)	
April 11	
April 25	

2. A Moment of Silence was observed in memory of:

JUNE HORRIGAN Professor of Business Law Department of Organizational Behavior and Environment 1972-1990	SYLVIA LARK Associate Professor Art Department Fall 1972 - Spring 1981
--	--

ACTION ITEMS**AS 91-02/Ex. COMMITTEE APPOINTMENTS--SENATE**Affirmative Action Committee:

LEONARD "STAN" WILSON, Educ, 1993 (S'91 repl. C. Hasegawa)

Curriculum Committee:

JACK MROWKA, Senator, 1992 (repl. G. Campbell)

Military Studies Advisory Board (reconstituted per AS 90-123):

VIVIAN FUEYO, At-large, 1992

BOB PHILLIPS, At-large, 1993

ROBERT PLATZNER, At-large, 1993

Carried unanimously.

***AS 91-03/Ex. COMMITTEE APPOINTMENTS--UNIVERSITY**Center for Small Business, Review Team for:

GILBERT HAMILTON, At-large

Cost Recovery Committee (per AS 91-04):

SCOTT FARRAND, At-large

Persons with Disabilities, Committee for:

MARILYN MERRITT, Library, 1992 (S'91 repl. M. Snow)

WILLIAM HARRIS, Instructional Faculty, 1992 (repl. M. Pearson)

Student Health Advisory Committee:

PATRICIA ACKERMAN, At-large, February 1991-92

Carried unanimously.

***AS 91-04/FisA, Ex. COST RECOVERY PROGRAMS (CHARGEBACKS)--
PROPOSED REVISIONS TO**

The Academic Senate endorses the establishment of a Cost Recovery Committee with the membership and charge outlined in the January 11, 1990, memorandum from President Gerth (Attachment A, February 14, 1991, Academic Senate Agenda) with the stipulation that the faculty representative be recommended by the Academic Senate rather than the Senate Chair. Further, the Academic Senate endorses the procedures outlined in the January 11, 1990, memorandum regarding cost recovery programs and the recommendations of the Fiscal Affairs Committee for the following additional procedures: 1. That units which establish cost recovery programs are required to publish a schedule of charges for all commonly provided services; and,

2. In cases where a department chooses the option of bidding for services with an outside agency, all university requirements as well as safety considerations must be met and, where practicable, bidding must give priority to vendors employing unionized labor.

Carried unanimously.

*AS 91-05/Ex. UNIVERSITY ARTP POLICY--AMEND SECTION 5.05.B
(responds to AS 90-95)

The Academic Senate recommends amending Section 5.05.B of the University ARTP policy, as follows [underscore=proposed addition to current policy]:

5.05 Criteria for Retention, Tenure, and Promotion

A. ...

B. The following criteria are set by the university for retention, tenure, and promotion. Each primary evaluation level shall, and each secondary evaluation level may, establish a value for each criterion in relation to the values it establishes for the other criteria. It may do so by means of a qualitative or a quantitative statement. The first criterion, "Competent Teaching Performance," shall be the primary and essential, but not sufficient, criterion in the evaluation process at each review level.

When making its substantive evaluation and final recommendation in a particular case, each secondary evaluation level shall apply the relative values established by the primary unit in which that case has arisen unless it has previously obtained the consent of each and every primary unit in the secondary unit to the uniform application of a single statement of relative values to every case at the secondary level and, furthermore, has obtained from each and every primary unit in the secondary unit before application that unit's approval of the contents of the single statement of relative values to be applied. Each and every primary unit shall give its consent and approval by majority vote of the probationary and tenured faculty of the primary unit acting in their own right in an election called for that purpose and in no other way.

C. ...

Carried unanimously.

AS 91-06/Ex. INDIVIDUAL EXPRESSION AND CONDUCT ON CAMPUS,
AMENDED RULES REGULATING TIME, PLACE AND MANNER OF

The Academic Senate endorses the "Amended Rules Regulating the Time, Place and Manner of Individual Expression and Conduct on Campus," PM 91-04 (Attachment B, February 14, 1991, Academic Senate Agenda).

Carried unanimously.

*AS 91-07/FisA, Ex. SPACE PLANNING AND ASSIGNMENT

The Academic Senate endorses the "Guidelines and Criteria for the Assignment of University Space" and the "Procedures for Space Planning" promulgated in PM 90-09 (Attachment C-1, February 14, 1991, Academic Senate Agenda), with the recommendation that the membership of the Space Planning and Advisory Group (SPAG) be expanded to include one representative of the instructional faculty appointed by the Academic Senate, preferably a Senator or a member of the Fiscal Affairs Committee, whose responsibility will be to act as a representative of the Senate and maintain communication with the Senate. Further, the Academic Senate recommends that the SPAG consider the recommendations of the Fiscal Affairs Committee as identified on page two of its report (Attachment C-2, February 14, 1991, Academic Senate Agenda).

Carried unanimously.

*AS 91-08/Ex. C.A.R., REDUCTION OF MAXIMUM UNITS TO 17

The Academic Senate endorses the following:

Beginning with the Fall Semester 1991, Computer Assisted Registration processing will limit students to a maximum of 17 units. **If you request more than 17 units, the computer will automatically delete course requests at random to 17 units or less before attempting to schedule you for any classes.** If you plan to enroll in more than 17 units, you will need to register for additional units during the add/drop period.

Carried unanimously.

*AS 91-09/Ex. MAJORS, DECLARING OR CHANGING

The Academic Senate endorses the revised procedures for "Declaring or Changing Your Major" (Attachment A, February 14, 1991, Academic Senate Agenda Addendum) with amendments as follows:

- a. Amend the first section to provide an explanation of why students may be kept out of classes if they have an incorrect major code (e.g., "...If your declared major is incorrect your registration forms will be sent to the wrong department, and ~~y~~You may be kept out of classes in your major because some of the classes in it are coded to accept only majors in your field of choice. ...").
- b. Amend the "Differences for Some Majors" section: Include a section on impaction, informing students that enrollment in these programs is limited and that secondary criteria are used for admission to the majors. Within that section, identify that Nursing is a formally impacted program.

Carried unanimously.

*AS 91-10/AP, Ex. WAR IN THE MIDDLE EAST, POLICY ON PROVISIONS FOR CSUS STUDENTS WHO ARE CALLED TO ACTIVE DUTY AS A RESULT OF THE

The Academic Senate recommends the following policy on provisions for CSUS students who are called to active duty as a result of the war in the Middle East:

The grading policy shall be revised to accommodate any student who is called to active duty during the semester and is, therefore, unable to complete his/her courses.

Specifically:

1. Faculty should assign a grade in the course (based on the work completed), or give early exams/final, or give an "I," or in some other way try to cooperate with the student.
2. If the student wishes to withdraw from a course or from the University, then he/she may do so without permission from any instructors.

Furthermore, if a student completely withdraws from the University, then "withdrew (and the date)" shall be posted to the student's transcript for that semester and the courses in which the student was enrolled shall not appear on the transcript.*

3. If a student chooses to receive a grade of "I" for a course, then the "I" grade will remain "frozen" until the student re-enrolls at CSUS, and then the current policy will take effect.

In each of the above cases, the student will notify the Academic Advising Center and it will act on the student's behalf.

*Note: This action is not provided for in Executive Order 268.

Carried.

AS 90-129/AP, Ex., Flr. LIBRARY COMMITTEE

The Academic Senate amends Senate statute 3.08.01, membership and charge of Academic Policies Committee, to delete the Library Subcommittee from the list of Academic Policies' subcommittees and enacts a new Senate statute which establishes a Library Committee as a standing Senate committee, as follows:

LIBRARY COMMITTEE

Charge:

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

- a. 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. In particular, the committee will
 1. provide the Library with information as to how the faculty views the level and quality of library services, and
 2. develop processes that will increase communication between the Library and the faculty.
- b. 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.
- c. Provide faculty input to the Library with respect to its long-range planning concerning collection development and services and allocation of Library budgetary resources.

Membership:

Ten faculty members appointed by the Academic Senate, to include representatives as follows:

- 3 Arts and Sciences faculty members

- 1 Business Administration faculty member
- 1 Education faculty member
- 1 Engineering and Computer Science faculty member
- 1 Health and Human Services faculty member
- 1 Library faculty member
- 2 Academic Senators

One staff member from the Library recommended by the University Staff Assembly and appointed by the President

Two ex-officio administrators appointed by the Vice President for Academic Affairs

One student appointed by the Associated Students, Inc.

Carried unanimously.

The following was a **FIRST READING** item. It will appear as an action item on the February 21, 1991, Academic Senate Agenda.

AS 91-11/Ex. GRADUATE STUDIES AND RESEARCH AND SPONSORED PROJECTS, PROGRAMS AND FUNCTIONS OF OFFICES OF

[Responds to ad hoc Committee on Scholarship recommendation (Attachment B, February 14, 1991, Academic Senate Agenda Addendum).]

Whereas, The Academic Senate is concerned about the proposed merger of the Office of Graduate Studies and the Office of Research and Sponsored Projects in relation to how the merger would provide adequate support for the continuation of current programs and functions; and, furthermore,

Whereas, The Academic Senate is concerned that a merger at this time and creation of a new position description may, de facto, define relative priorities and policy direction for graduate programs and research and sponsored projects at CSU, Sacramento. Such definition, prior to completion of the task of the ad hoc Committee on Scholarship and subsequent Senate consideration of the ad hoc Committee's recommendations and adoption of a policy statement on scholarship at CSUS would be premature; therefore, be it

Resolved, The Academic Senate recommends that, if the offices are merged, priorities, functions and definitions of programs currently supported by the offices be maintained and that no permanent appointment to any newly created administrative position be made until

the Senate has had the opportunity to act on the recommendations of the ad hoc Committee.

The hour of adjournment having arrived, the following items were postponed to a future agenda:

AS 90-130/AA, Ex. AFFIRMATIVE ACTION COMMITTEE, REVISE NAME AND CHARGE OF (Revises Senate Statute 3.08.02)

AS 90-124B/Flr. MINUTES

AS 90-132/GE G.E. PROGRAM, RACE AND ETHNICITY REQUIREMENT--IMPLEMENTATION

AS 90-132A/Ex. G.E. PROGRAM, RACE AND ETHNICITY REQUIREMENT--IMPLEMENTATION

AS 90-133/GE, Ex. G.E. PROGRAM, RACE AND ETHNICITY REQUIREMENT--CRITERIA STATEMENT (Translates AS 89-91)

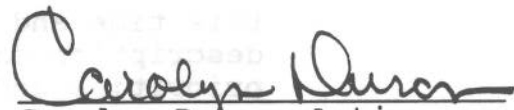
AS 90-134/AA, Ex. DIVERSITY GOALS, GUIDELINES FOR DEVELOPING FACULTY

AS 90-135A/FPDC FACULTY PROFESSIONAL DEVELOPMENT PLAN--PARTICIPATION OF ADMINISTRATORS

AS 90-136/UARTP, FA, Ex. ENDOWED PROFESSORSHIPS, ADMINISTRATIVE GUIDELINES FOR CAMPUS IMPLEMENTATION OF CSUS POLICY ON

AS 91-01/Flr. MINUTES

The meeting was adjourned at 4:30 p.m.


Carolyn Duran, Acting
Secretary

*President's approval requested.