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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 #7

November 21, 1991

**ROLL CALL**

Present: Barrena, Bauerly, Burger, Carlson, Cecil, Chopyak, Cook, De Haas, Decious, Elfenbaum, Farrand, Fitzgerald, Gelus, Goldstene, Goldsworthy, Gonzalez, Gunston-Parks, Holl, Huff, Jacobs, Jakob, Jensen, Kelly, Kornweibel, Lam, Lee, Lo, Lonam, Martell, McClure, Meier, Michael, Mogull, Mrowka, Navari, Nelson, Ostiguy, Palmer, Pugh, Pyne, Quade, Schuster, Serrano, Shannon, Tooker, Wayne, Weissman, White, Whitesel

Absent: Barnes, Bourg, Cloughley, Colberg, Ernst, Giles, Hernandez, D. Martin, L. Martin, Maxwell, Merritt, Miller, Mitchell, J. Moore, S. Moore, Morrow, Novosel, Olson, Scott, Seglund, Wheeler, Wiggins, Yousif, Zucker

**INFORMATION**

Tentative Schedule--Fall 1991 and Spring 1992 Academic Senate Meetings, Thursdays, 2:30-4:30 p.m., Forest Suite, University Union:

Fall: December 5 and 12, 1991

Spring: February 13 and 27, 1992  
March 12 and 26, 1992  
April 9 and 23, 1992  
May 7, 14 and 21, 1992

**ACTION ITEMS**

AS 91-98/Ex.    COMMITTEE APPOINTMENTS--SENATE

Faculty Professional Development Committee:

SHARIE MEYER, At-large, 1993 (repl. R. Platzner)

Fiscal Affairs Committee:

TERRY THOLMAS, At-large, 1992 (repl. P. Kearly)

General Education Course Review Committee:

KAYLENE RICHARDS-EKEH, Prof Sch At-large, (through S'92)

Carried unanimously.

\*AS 91-99/Ex. COMMITTEE APPOINTMENTS--UNIVERSITY

Campus Educational Equity Committee:

JAMES CHOPYAK, A&S, 1993 (repl. B. Gonzalez)

Director of Career Center and Testing Services, Advisory Committee on the Selection of the:

DAVID RASKE, At-large  
PETER SHATTUCK, At-large

Director of Financial Aid, Advisory Committee on the Selection of the:

JUANITA BARRENA, At-large  
NANCY TOOKER, At-large

Public Safety Advisory Committee:

MARINA SNOW, At-large, 1993  
JOAN BAUERLY, At-large, 1992

Satisfactory Progress Appeals Board:

MARDA WEST, At-large, 1993

Telephone Registration Planning Committee:

VERNON HORNBACK, At-large, 1992  
JUDITH NG, At-large, 1992

Carried unanimously.

\*AS 91-100/FisA, GPPC, Ex. PROGRAM CHANGES

The Academic Senate recommends approval of the following programs change proposals:

School of Engineering and Computer Science

- a. M.S. in Computer Science: Revises CSc 202 and rennumbers it as CSc 205; revises CSc 220 and rennumbers it as CSc 206; revises CSc 203 and rennumbers it as 230 which then becomes an elective in the Software Engineering area; adds CSc 204 to replace CSc 203 as a core requirement (making new core CSc 201, 204, 205, 206, and 209) (as described in 11/21/91 Senate Agenda Attachment A).

School of Education

- b. Special Education M.A.: [Refer to Attachment for description of program changes.]

Carried unanimously.

*omitted*

\*AS 91-95/AP, Ex., Flr. STUDENT COMPLAINT HEARING POLICY AND PROCEDURES--PM 91-11

The Academic Senate endorses the revised "Student Complaint Policy and Procedures" specified in PM 91-11 (11/14/91 Academic Senate Agenda Attachment K) with the following recommendations (underlined) for amendment:

Page 4, 4.B: 5. The written findings and recommendations, including dissenting opinions, if any, are to be signed...

Page 5, 4.C: 8. The written finding, and recommendation(s), including dissenting opinions, if any, are to be signed...

Carried.

\*AS 91-97/Flr. SABBATICAL LEAVES, FUNDING OF

The Academic Senate recommends that the administration of CSUS implement a system for funding paid leaves whereby departments and schools are reimbursed fully or in part, as necessary, for sabbatical leaves taken by members of the unit, in order to avoid significant programmatic impact that might result from an unusual number of leaves within a single department or school in an academic year.

Carried.

AS 91-101/CODE, Ex., Flr. DEPARTMENTAL DIVERSITY PLANS-- EVALUATION CHECKLIST (AS 90-134)

The Academic Senate approves the evaluation checklist [see Attachment] for use by the Committee on Diversity and Equity (formerly the Affirmative Action Committee) in reviewing departmental diversity plans in accordance with the "Guidelines for Developing Faculty Diversity Goals" (AS 90-134).

Carried.

The meeting was adjourned at 3:45 p.m.

  
Janice McPherson, Secretary

\*President's approval requested.

Attachment  
Academic Senate Minutes  
November 21, 1991

Department \_\_\_\_\_

DEPARTMENTAL DIVERSITY PLANS  
Evaluation Checklist

	<u>Included/ Satisfactory</u>	<u>Included/Needs Clarification</u>	<u>Not Included</u>
1. Statement of Philosophy			
a. statement of commitment to affirmative action	---	---	---
b. acknowledgement of different aspects of diversity (e.g., ethnic, racial, sexual, religious, physical, age, etc.)	---	---	---
c. awareness of diversity issues as they impact departments/schools/University	---	---	---
2. Current Department/School Profile of Faculty by Ethnicity, Race, Gender and Age			
a. description in graphic/narrative of the actual number of individuals from each ethnicity, the percentage of that number relative to the total number of departmental faculty, and the desired proportional percentage of that underrepresented group in the national availability of candidate pools	---	---	---
b. profile of department faculty by age, rank, gender, disability, race and ethnicity	---	---	---
c. profile of departmental student population locally and nationally	---	---	---
3. Statistical description of what a unit should attain, with timetables			
a. parity (Work force analysis to determine the minimum number of diverse faculty appropriate for the unit, based on national availability data; goals provided by Affirmative Action Officer.)	---	---	---
b. goals beyond parity, based on current and projected student diversity in California	---	---	---
c. activities and outcomes pursuant to achieving goals	---	---	---
4. Strategies of Recruitment			
Description of appropriate discipline-based recruitment strategies including:			
a. statements in advertisements	---	---	---
b. efforts to advertise and recruit early	---	---	---
c. networking activities	---	---	---
d. effort to work with Affirmative Action Office	---	---	---

	<u>Included/ Satisfactory</u>	<u>Included/Needs Clarification</u>	<u>Not Included</u>
5. Description of Department's Appointment Process			
a. demonstration of sensitivity to the importance of diversity in the appointment process, including appointment criteria relevant to departmental diversity goals and interview questions pertaining to diversity issues.	---	---	---
b. description of resources the department is willing to commit to attracting diverse faculty to this University	---	---	---
6. Plan for Periodic Evaluation, including			
criteria and methodology for evaluating effectiveness of the plan	---	---	---
7. Affirmative Action Representatives			
a. description of role of representative	---	---	---
b. assessment of effectiveness of role of representative	---	---	---

Comments: \_\_\_\_\_  
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