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OF CALIFORNIA STATE UNIVERSITY SACRAMENTO

Minutes

Issue #4

September 9, 1993

ROLL CALL

- Present: Amer, Baldini, Bennett, Burgess, Cahill, Carter, Chopyak, Cintron, Cleveland, Cook, M. Dillon, W. Dillon (Parliamentarian), Eden, Ernst, Fitzgerald, Giles, Goldstene, Gonzalez, Gunston-Parks, Jacobs, Jakob, Kando, Klucas, Koester, Lewis, McGowan, Meyer, Miller, Mitchell, Moore, Mulira, Navari, Noble, Olson, Ostiguy, Pearson-Rounds, Plummer, Schulte, Seid, Serrano, Smith, Swanson, Tobey, Tooker, Tucker, Wheeler, Wilcox, Work, Zhou
Absent: Dokimos, Driesbach, Heffernan, Jensen, Meier, Metzger, Michael, Nelson, Pyne, Rice, Shoemaker, Swift, Tsai, Ware

INFORMATION

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

VIRGINIA WELLS KOONTZ
1950 Graduate CSUS
First Manager, Hornet Bookstore

- 2. Please mark your calendars: Tentative Schedule--Fall 1993 Academic Senate Meetings, Thursdays, 2:30-4:30 p.m., Forest Suite (unless otherwise indicated in bold), University Union:
September [16 (Redwood Room)--CANCELLED] and 23
September 30 (Library 11)
October 7--John C. Livingston Annual Faculty Lecture, University Theatre
October 14, 21 and 28
November 4 (Mendocino Hall 1003), 11 and 18
December 2, 9, 16

**ACTION ITEMS**

**\*AS 93-45/CC, Ex. CENTER FOR COMMUNICATION STUDIES AND SERVICES, ESTABLISH**

The Executive Committee, on behalf of the Academic Senate, subsequent to revision of the proposal and approval by the Curriculum Committee, Academic Council and Dean of the School of Arts and Sciences, recommends approval of the proposal to establish a Center for Communication Studies and Services (see September 9, 1993, Academic Senate Agenda Attachment D) with the condition specified by the Dean of the School of Arts and Sciences in his January 28, 1993, memorandum to Vice President Burger that no budgetary support will be provided from the School.

Carried unanimously.

**\*AS 93-46/Ex. COMMITTEE APPOINTMENTS--UNIVERSITY**

Interim Vice President for Academic Affairs, Advisory Selection Committee for:

- CYNTHIA GUNSTON-PARKS (Teacher Education)
- MARY JANE LEE (Computer Science)
- SUSAN MCGOWAN (Economics)
- MICHAEL SHEA (Physics/Astronomy)
- LAURENCE TAKEUCHI (Management)

Carried unanimously.

**\*AS 93-47/Ex. COMMITTEE APPOINTMENTS--UNIVERSITY**

Interim Associate Vice President for Research and Graduate Studies, Advisory Selection Committee for:

- FRED BALDINI (Health and Physical Education)
- RORY COOPER (Electrical and Electronic Engineering)
- CHRISTINE MILLER (Communication Studies)
- PAUL NOBLE (Chemistry)
- THERESA ROBERTS (Teacher Education)

Carried unanimously.

**\*AS 93-48/Ex. COMMITTEE APPOINTMENTS--UNIVERSITY****Interim Associate Vice President for Academic Affairs, Advisory Section Committee for:**

CHARLOTTE COOK (Special Education, Rehabilitation, and  
School Psychology)  
CHRISTINE MILLER (Communication Studies)  
JACK MROWKA (Geography)  
ANNE-LOUISE RADIMSKY (Computer Science)  
MARY ANN REIHMAN (Biological Sciences)

Carried unanimously.

**AS 93-49/Flr. MINUTES**

The Minutes of the meetings of April 29 (#1) and May 13 (#2), 1993 (organizational meetings of the 1993-94 Academic Senate) and the meeting of May 13 (#15), 1993, are approved as published.

Carried.

**AS 93-50/ConC COMMITTEE APPOINTMENTS****Academic Policies Committee:**

ANITA HALL, Professional Services-Student Affairs, 1996  
NANCY OSTIGUY, Senator, 1995  
PAUL CAHILL, At-large, 1996  
MELINDA SEID, Professional Schools, 1996

**Committee on Diversity and Equity/AA:**

LILA JACOBS, Senator, 1995  
BONNIE WALKER, At-large, 1996  
JOSE CINTRON, Education, 1996  
RONALD ERNST, Senator, 1995

**Curriculum Committee:**

NANCY TOOKER, At-large, 1996  
VINCE PANTALONE, Professional Services, 1996  
THOMAS SCHULTE, Senator, 1995

Elections Committee

- MARTHA DUKES, At-large, 1995
- BETTE POLKINGHORN, At-large, 1995
- BRENDA HANSON-SMITH, At-large, 1995
- DONALD TAYLOR, At-large, 1995
- JOSEPH DIGIORGIO, At-large, 1995

Faculty Affairs Committee:

- MARJORIE GELUS, A&S, 1996

Faculty Endowment Fund Committee:

- MARTHA DUKES, At-large, 1996
- ERWIN KELLY, At-large, 1996

Faculty Professional Development Committee:

- GERRI SMITH, A&S, 1994
- MARILYN HOPKINS, H&HS, 1996
- SHEREE MEYER, Senator, 1995
- KAY MOORE, Education, 1996

Fiscal Affairs Committee:

- JOHN CORLESS, Professional Schools, 1996
- MARCOS SANCHEZ, Professional Services, 1996
- ROBYN NELSON, Senator, 1995
- ELIZABETH HANSON-SMITH, At-large, 1996
- THOMAS KANDO, Senator, 1995

General Education Committee:

- CID GUNSTON-PARKS, Senator, 1994

Graduate Policies and Programs Committee

- CHARLOTTE COOK, Senator, 1994
- ERNEST UWAZIE, At-large, 1996
- CANDELARIA PEREZ-DAVIDSON, At-large, 1996

International Programs Committee:

- ROBERT CURRY, A&S, 1996
- PETER SHARP, At-large, 1996

Library Committee:

- GERALD CARR, A&S, 1996

Military Studies Advisory Board:

PAUL CAHILL, At-large, 1996  
ERWIN KELLY, At-large, 1996

Research and Creative Activities Committee:

FRED BALDINI, H&HS, 1995  
ELIZABETH STRASSER, A&S, 1995

University Writing Committee:

JULIE YEN, English Faculty, 1996  
ARLINE PRIGOFF, At-large, Prof Sch, 1996

Visiting Scholars Committee:

KATHRYN HOHLWEIN, A&S, 1996  
MARGARET CLEEK, SBA, 1996

Carried unanimously.

\*AS 93-51/Ex. COMMITTEE APPOINTMENTS--UNIVERSITY

Administrative Performance Review Committee:

ARTHUR JENSEN, At-large, 1996

AIDS Advisory Committee:

THOMAS PHELPS, Senate Chair Designee, 1994

ASCUS Children's Center Parents Advisory Board:

DEBORAH METZGER, At-large, 1994

ASI Appellate Council:

DANIEL DECIOUS, At-large, 1994

ASI Budget Review Board:

MARY JANE LEE, Academic Senate Representative, 1994

ASI Elections Complaints Committee:

MELANIE LOO, At-large, 1994

Athletic Advisory Board:

MARCUS MARSH, Faculty Representative, 1995

CSU Governmental Affairs Specialist:

CRISTY JENSEN, At-large, 1994

CSUS Alumni Board:

ROBERT CURRY, Faculty Alumnus, 1994

Campus Educational Equity Committee:

JESSIE MULIRA, Senator, 1995

DONALD TAYLOR, A&S, 1996

Cost Recovery Committee:

RICHARD KORNWEIBEL, Consumer/Teaching Faculty, 1994

Copyright and Patent Committee, University:

JAMES RITCHEY, At-large, 1996

Council for University Planning:

LOU CAMERA, Non-Instructional Faculty, 1995

Carried unanimously.

AS 93-52/Ex. PARLIAMENTARIAN

William Dillon shall serve as Parliamentarian for the 1993-94 Academic Senate.

Carried unanimously.

\*AS 93-53/CC, GPPC, Ex. CURRICULUM REVIEW--DEPARTMENT OF SOCIOLOGY

The Academic Senate receives the commendations and recommendations of the Curriculum Committee and the Graduate Programs and Policies Committee on the program review of the Department of Sociology (September 9, 1993, Academic Senate Agenda Attachment A) and recommends that:

1. The Bachelor of Arts degree in Sociology be approved for six years or until the next program review.
2. The Master of Arts degree in Sociology be approved for six years or until the next program review.

Carried unanimously.

**\*AS 93-54/CC, GPPC, Ex. CURRICULUM REVIEW--SCHOOL OF BUSINESS ADMINISTRATION**

The Academic Senate receives the commendations and recommendations of the Curriculum Committee and the Graduate Programs and Policies Committee on the program review of the School of Business Administration (September 9, 1993, Academic Senate Agenda Attachment B) and recommends that:

1. The Bachelor of Science Degree in Business Administration be approved for a period of six years or until the next program review.
2. The following Master's degrees be approved for a period of six years or until the next program review:
  - Master of Business Administration
  - Master of Business Administration with a concentration in Urban Land Development
  - Master of Science in Accountancy
  - Master of Science in Accountancy with a concentration in Taxation
  - Master of Science in Business Administration with a Management Information Systems option

Carried unanimously.

**\*AS 93-55/CC, GPPC, Ex. CURRICULUM REVIEW--DEPARTMENT OF COMMUNICATION STUDIES**

The Academic Senate receives the commendations and recommendations of the Curriculum Committee and the Graduate Programs and Policies Committee on the program review of the Department of Communication Studies (September 9, 1993, Academic Senate Agenda Attachment C) and recommends that:

1. The Bachelor of Arts degree in Communication Studies be approved for six years or until the next program review.
2. The Master of Arts degree in Communication Studies be approved for six years or until the next program review.

Carried unanimously.

AS 93-56/Flr. EXECUTIVE COMMITTEE MEMBER--ELECTION OF

The Academic Senate elects Michael Fitzgerald to serve as a member of the 1993-94 Academic Senate Executive Committee (replacing Jean-Pierre Bayard).

Carried.

\*AS 93-57/Ex. FACULTY PROFESSIONAL ETHICS, STATEMENT ON (Amends AS 91-50 and PM:FSA 91-15) [AS 93-57 is a revised version of AS 93-38 from the 1992-93 Academic Senate session]

The Academic Senate amends AS 91-50, "Statement on Faculty Professional Ethics," as follows [underscore = addition; strikeover = deletion]:

STATEMENT ON FACULTY RESPONSIBILITIES AND PROFESSIONAL ETHICS

~~It is the purpose of this document to affirm the tenets of ethical professional conduct for faculty at California State University, Sacramento and to provide guidance to faculty in following those tenets.~~

~~The academic community of faculty, students and staff at CSUS shares a dedication to and a responsibility for protecting the right to free inquiry and autonomy, stimulating intellectual growth, and protecting the well being of all its members. At times, a faculty member may need to make a choice between fulfilling a responsibility to him/herself and fulfilling his/her responsibility to the academic community. The decision made in such a circumstance may cause the faculty member's professional ethics to be called into question.~~

~~This statement affirms three main tenets of professional conduct which provide the basis of assessment of an individual's professional ethics. First, a faculty member bases evaluations and judgments regarding students and colleagues on observable evidence and equitable applied standards. Thus, the faculty member avoids exploitation, harassment, or discriminatory treatment of members of the academic community. Second, a faculty member gives priority to the fulfillment of his/her obligation to the academic community over off-campus activities other than those associated with one's ordinary duties and responsibilities. Third, a faculty member honors his/her academic debt to the work of other scholars.~~

~~The responsibility for abiding by these tenets lies with the individual faculty member. It is the responsibility of the University to inform the faculty member if the perception has been created that a possible breach of ethics has occurred.~~

The faculty of CSUS recognize that education is a public service and a public trust. In this document we affirm our responsibilities to the public, to our students, and to our



colleagues. The first section delineates our professional responsibilities; the second section specifies the aspects of these responsibilities that may call professional ethics into question. The "1987 American Association of University Professors Statement on Professional Ethics" was endorsed by the Academic Senate in February 1990 (AS 90-9) and is included as an addendum.

I. Primary areas of responsibility

A. A faculty member must meet all assigned classes as scheduled, unless prior arrangements have been made with the Department Chair. A faculty member must also share the advisement responsibilities of the department, and hold office hours as scheduled. The primary criteria used in scheduling classes, office hours and advising should be based on serving the needs of the students.

B. For each course, faculty will 1) provide a syllabus and adhere to it, 2) provide timely and relevant feedback to students on their performance, and 3) abide by existing campus policy, such as the campus calendar that provides for final examinations to be given during, not prior to, the sixteenth week of each semester.

C. It is expected that faculty will regularly attend department meetings, and will, over the course of a career, provide significant service to a number of department, school or university committees to which they have been elected or appointed.

D. Faculty are expected to remain current in their fields, as evidenced by such endeavors as research, creative/scholarly activity, curriculum development, participation in the professional life of their disciplines, dissemination of the results of research and scholarly activities, and performance in creative endeavors.

E. Faculty membership presumes service in the life of the society of which the University is a part. Discharge of these responsibilities may be evidenced by such activities as ~~servicing as a consultant for industry or government agencies, performing research supported by outside agencies, providing assistance to pre-college educational institutions and to other community organizations,~~ serving as an officer in professional groups, or other service that draws on the faculty's professional expertise.

EP Membership on the faculty is a full-time position. (Article 35 of the faculty bargaining agreement specifies regulations governing outside employment.) Meeting the responsibilities involved in being a faculty member requires that the major portion of the faculty member's time and energies will be devoted to University work.

II. At times a faculty member may need to make a choice that could cause his/her professional ethics to be called into question. It is the responsibility of the University to inform a faculty member if the perception has been created that a possible breach of ethics has occurred.

Listed below are some examples of situations in which the choice made by a faculty member could make him/her vulnerable to the accusation that he/she has committed a breach of professional ethics.

1. Making decisions regarding other members of the academic community with whom there is an intimate relationship or when there is unresolved conflict regarding scholarly, pedagogical or other matters between the faculty member and the other individual. Such decisions may include but are not limited to:
  - Evaluating or influencing the evaluation of performance;
  - Assigning or influencing the assignment of work, including faculty teaching loads, schedules, staff responsibilities, and student assignments;
  - Awarding compensating time off to faculty and staff, including "assigned time";
  - Distributing professional development funds, including travel money.
2. ~~Persistently failing to honor obligations of the teaching profession, such as meeting classes, being accessible to students during office hours, providing a course syllabus for students and adhering to it, providing students with timely and relevant feedback, or violating existing campus policy such as giving a final examination during the last week of instruction.~~
3. ~~Undertaking off-campus commitments other than those associated with one's ordinary duties and responsibilities when these commitments conflict with one's obligations to meet classes, hold office hours, and fulfill responsibilities to department and campus committees and projects.~~
42. Establishing a significant financial or contractual obligation with another member of the academic community when the possibility exists that one member may have influence over the other's evaluation.
53. Choosing whom to credit for significant contributions to one's research/scholarly activity.
64. Revealing confidential, sensitive or negative information regarding any member of the academic community.

A member of the faculty who is found, after an investigation, to be in violation of the tenets of professional ethics is subject to an oral or written reprimand, and/or the appropriate disciplinary action as described in the Agreement Between the Board of Trustees of the California State University and the California Faculty Association, Unit 3-- Faculty.

Addendum: "1987 American Association of University Professors Statement on Professional Ethics"]

Carried.

**\*AS 93-58/CODE, Ex. INDIGENOUS PEOPLES' DAY**

Whereas, 1992 was the 500th Anniversary of the voyages of Christopher Columbus; and

Whereas, Many myths and erroneous assumptions regarding the voyages of Christopher Columbus, and subsequent events resulting from those voyages, persist in our society; and

Whereas, Some of those myths and assumptions are inaccurate and offensive to the indigenous peoples of the Western Hemisphere; and

Whereas, California State University, Sacramento is dedicated to the principles of free inquiry and the search for knowledge; and

Whereas, The CSU, Sacramento Academic Senate supports efforts which will urge California State University, Sacramento to be culturally sensitive in its observances of historical events; therefore, be it

Resolved: By the Academic Senate of California State University, Sacramento, that, in the spirit of free inquiry and the search for knowledge regarding the voyages of Christopher Columbus and subsequent events resulting from those voyages, that the Academic Senate of California State University, Sacramento endorse the observance of "INDIGENOUS PEOPLES' DAY" on the day commonly celebrated as Columbus Day; and be it also

Resolved: That by endorsing "INDIGENOUS PEOPLES' DAY" the Academic Senate of California State University, Sacramento encourages offering the opportunity to provide a variety of programs and cultural events to allow students, faculty and community members to explore American history from a broadened perspective that includes the views and contributions made by all cultures involved in the evolution of the Americas.

Carried.

**AS 93-59/Ex. CSUS STRATEGIC PLAN--ACADEMIC PROGRAMS THEME**

AS 93-59 received a first reading. Based on the comments received, the Executive Committee will modify the proposed theme. The revised theme will then be placed on the Senate Agenda for a second reading at which time action may be taken.

The meeting was adjourned at 3:50 p.m.

*Janice McPherson*  
Janice McPherson, Secretary

\*Presidential approval requested.

Resolved: That the Academic Senate of California State University, Sacramento, endorse the observance of "INDIGENOUS PEOPLES' DAY" on the day commonly celebrated as Columbus Day, and be it also

Resolved: That the Academic Senate of California State University, Sacramento, encourage offering the opportunity to present a variety of programs and cultural events to allow students, faculty and community members to explore American history from a broadened perspective that includes the views and contributions made by all cultures involved in the evolution of the Americas.