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1995-96 ACADEMIC SENATE
OF
CALIFORNIA STATE UNIVERSITY
SACRAMENTO

Minutes

Issue #12

March 28, 1996

ROLL CALL

Present: Baldini, Barrena, Cajucum, Chopyak, Christenson, Clark, Cleveland, Dixon, Doolittle, DuBray, Dundon, Fitzgerald, Goldstene, Huff, Jensen, Kando, Kirkpatrick, Kostyrko, León, Luk, Marshall, Murphy, Navari, C.G. Nelson, R. Nelson, Noble, Park, Reardon, Redard, Rios Kravitz, Rodriguez, Seid, Steward, Takeuchi, Taylor, Tice, Tobey, Tooker, Valadez, Wilcox, Williams

Absent: Alexander, Bisset-Grady, Castaneda, Dube, Gregory, Hallinan, Hill, Kelley, Mackey, McFadden, Moorehead, Newman, Newsome, Nystrom, Ostiguy, Pickett, Quattrin, Russell, Sanders, Sedycias, Urone, von Meier, Zuhur

INFORMATION

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

DOROTHY A. SEXTER
Professor of History Emeritus
CSUS 1967-1988

EDWARD C. (TED) BRITTON
Professor of Education Emeritus
CSUS 1950-1980

PASCHAL MONK
Professor of Music Emeritus
CSUS 1950-1974

2. Statewide Academic Senators Juanita Barrena and Cristy Jensen reported on the March 7-8, 1996, CSU Academic Senate meeting.
3. Spring 1996 Schedule of Meetings (*tentative):
April 11, 18*, 25
May 2* (1996-97 Nominations), 9, 16* (1996-97 Elections), 23

ACTION ITEMS**AS 96-13/Flr. MINUTES**

The Minutes of the meeting of February 15, 1996 (#11) are approved as published.

Carried.

***AS 96-14/Ex. MISSION STATEMENT, CSU, SACRAMENTO (Amends AS 89-41)**

The Executive Committee, on behalf of the Academic Senate, recommends approval of the reformatting (see March 28, 1996, Academic Senate Agenda Attachment C) of the CSU, Sacramento Mission Statement for inclusion in the 1997-99 Catalog.

Carried unanimously.

***AS 96-15/CPC. Ex. PROGRAM CHANGES-UNDERGRADUATE**

The Executive Committee, on behalf of the Academic Senate, recommends approval of the following program change proposals:

1. B.A. in Communication Studies: Designate units for Area Requirements, Research Methods, and Electives in each area under the General Concentration, with specific lists of electives being deleted; designate units for Area Requirements, Research Methods, and Electives in each option under the Media Communication Concentration; designate Concentration Requirements as 6 units, Research Methods as 3 units, and Electives as 12 units for the Organizational Communication Concentration.
2. B.A. in Economics: ECON 140 alternate for ECON 145 as Required Upper Division Course.
3. B.A. in Home Economics - General Overview: Summary of program changes.
4. B.A. in Home Economics: Add new concentration in Apparel Marketing and Design.
5. B.A. in Home Economics: Addition of new concentration in Family and Consumer Sciences.
6. B.A. in Home Economics: Addition of new concentration in Nutrition and Food.

7. B.A. in Interior Design: Increase total units required for the major from 66 to 68; Required Lower Division Courses increased from 25 to 27 units as ART 20 increases from 2 to 3 units and the "one of the following" ART course increases from 2 to 3 units.
8. Subject Matter Program for the Single Subject Teaching Credential in the Sciences: Additional course work to Biology, Chemistry, Geosciences, and Physics Subject Matter Programs required by new standards.
9. Minor in Human Resources Management: Addition of new minor.
10. Minor in Real Estate and Land Use Affairs: Addition of new minor.
11. B.S. in Business Administration - Real Estate and Land Use Affairs Concentration: Reduce upper division units from 21 to 18; increase lower division units from 0 to 3.
12. B.S. in Physical Education - Exercise Science Option: Decrease required units from option from {83-84} to {80-81 }; decrease Required Upper Division Courses from 35 to 32 units by deleting HUES 170 as a required course.

Carried unanimously.

*AS 96-16/CPC, Ex. PROGRAM CHANGES-GRADUATE

The Executive Committee, on behalf of the Academic Senate, recommends approval of the following program change proposals:

1. MBA in Urban Land Development: Increase Program requirements from 6 to 15 units; decrease concentration requirements from 12 to 9 units; decrease electives from 12 to 6 units; add Culminating Experience, 1-3 units.
2. M.S. in Counseling: Addition of Community Counseling Program.
3. Reading Specialist Credential Program: Decreasing required number of units for the program from 27 to 24 units by deleting EDTE 209 from Strand 1 of current program requirements.
4. M.S. in Computer Science: Changes to the following area requirements: Delete CSC 218 from Artificial Intelligence; delete Mathematical Applications and Robotics Systems options; add CSC 233 and 234 to Software Engineering; add CSC 250 to System Software; add Computer Engineering Area to MS program.

5. M.S. in Recreation Administration: Decrease units of Required Courses from 12 to 9 by deleting RLS 201; increase Elective units from { 14- 18} to { 18-21 }; change units for Culminating Requirement from {0-4} to {1-3}. Insert additional narrative information under Degree Requirements.

Carried unanimously.

*AS 96-17/CPC. Ex. MASTER PLAN PROJECTION-MASTER'S DEGREE IN PHYSICAL THERAPY

The Executive Committee, on behalf of the Academic Senate, recommends approval of the proposal to project a Master's Degree in Physical Therapy by converting the current B.S. Degree, effective Fall 1998.

Carried unanimously.

*AS 96-18/Ex. COMMITTEE APPOINTMENTS-University

Campus Educational Equity Committee:

Rhonda Rios Kravitz, Senator, 1996
Ruth Wang, SBA, 1996

Committee on Administrative Review:

STEVE GREGORICH, At-large, 1998 (repl. R. Rodriguez)

Selection Advisory Committee, Dean, School of Social Sciences and Interdisciplinary Studies:

ANNE COWDEN, At-large
OLIVIA CASTELLANO, At-large (w/diversity expertise)

Selection Advisory Committee, Dean, School of Natural Sciences and Mathematics:

SUSAN HOLL, At-large
SAM RIOS, At-large (w/diversity expertise)

Carried unanimously.

AS 96-19/Ex. COMMITTEE APPOINTMENTS-Senate

Academic Policies Committee:

THOMAS KANDO, Executive Committee Member, 1996 (repl. N. Ostiguy)

ad hoc Library Self Study Committee:

MARK STONER
A. R. GUTOWSKY
ROBERT KLOSS

Carried unanimously.

*AS 96-20/CC, GPPC, Ex. CURRICULUM REVIEW-DIVISION OF SOCIAL WORK

The Academic Senate receives the commendations and recommendations of the Curriculum Committee and the Graduate Policies and Programs Committee on the program review of the Division of Social Work (March 28, 1996, Academic Senate Agenda Attachment A) and recommends that: 1) the Bachelor of Arts and Minor programs be approved for a period of six years or until the next review, and 2) the Master of Social Work program be approved for a period of six years or until the next program review, conditional on University approval of the proposed revision of the program.

Carried unanimously.

*AS 96-21/Ex. CONVOCAATION, REQUEST FOR

The Academic Senate requests that a convocation be called for the presentation "Cyberspace and Academic Freedom," to be given by Robert O'Neil, on Thursday, April 18, 4:00 p.m., in the University Theatre.

Carried unanimously.

*AS 96-22/UARTP, Ex. UNIVERSITY ARTP POLICY, AMEND SECTION 6.12
(ADJUNCT FACULTY)

The Academic Senate recommends that Section 6.12, Appointment of Adjunct Faculty, of the University ARTP policy document be amended as shown below (strikeover = deletion; underscore = addition):

In addition, the Academic Senate recommends that 1) the Vice President for Academic Affairs review on an annual basis each school's compliance with Section 6.12.C of the policy, and 2) that during the fifth full semester following the approval of this policy, the Vice President for Academic Affairs shall report in detail to the Academic Senate and the University ARTP Committee on the circumstances, use and compliance with the authority created by Section 6.12.C of this policy.

6.12 Appointment of Adjunct Faculty

A. ...

B. ...

C. The University welcomes the participation of adjunct faculty as instructors of record in selected circumstances. Adjunct faculty may possess special and unique expertise not possessed by currently or recently employed part-time and full-time temporary faculty or currently employed full-time probationary and permanent faculty. Adjunct faculty may be appointed as instructors of record under the following conditions:

1. That appointees shall possess special and unique expertise directly and immediately related to all of the topics defining the course to be taught.
2. That each appointment shall in general be limited to a single class per semester during the year of appointment.
3. That each recommendation for an appointment shall be considered and adopted by the part-time hiring committee, if any, and the Chair of the Primary unit in which the appointee will serve.
4. That prior to reappointment an evaluation of performance shall be conducted and the results reviewed by the pertinent primary unit under the standards and procedures that the primary unit applies to the evaluation to part-time temporary faculty.
5. That the recommendations to appoint or reappoint shall be accompanied by a written statement of reasons, including an evaluation of performance in the case of subsequent appointment.
6. That the authority to appoint shall not be exercised in a way that results in the appointment as volunteers of persons whose qualifications are ordinarily available among those seeking part-time or full-time employment.
7. That appointments or reappointments shall be made to only those persons who cannot or will not accept a compensated appointment.

eD. ...

eE. ...

4. Except for appointments made pursuant to Section 6.12.C, Appointments

may be made for terms ranging from one semester to a maximum of two years. Appointments will be renewed only after review and by mutual consent.

EF. ...

Carried unanimously.

AS 96-25/Flr. FACULTY EVALUATION AND SELF-ASSESSMENT

The Academic Senate receives the report of the Faculty Policies Committee (March 28, 1996, Academic Senate Agenda Attachment H), and directs the Faculty Policies Committee to proceed with its consideration of issues related to problems identified in items 4 and 6 (under "Observations and Assumptions"*) and to develop proposals as appropriate.

**Observations and Assumptions:*

"4. Although there is some consistency among the schools as to the categories of evidence that might be offered to support a candidate for RTP, each school has a different requirement for the 'look' of the WPAF. Even more significantly, there is no documentation at the school level as to precisely what standards the evidence must meet, expressed either in terms of quality or quantity of achievement. It is presumed that primary committees enact their standards in good faith, but these may or may not be documented anywhere in writing or revealed to candidates before an evaluation cycle begins. The fluidity of standards permits flexibility but it also engenders anxiety in those who are being evaluated, contributing to a sense of disempowerment and perhaps even desperation as candidates decide what evidence of their performance may match the unspoken expectation of their evaluators."

"6. Untenured faculty and those not at top rank must undergo evaluation that is far more rigorous than that for tenured full professors if they are to receive certain tangible rewards (e.g., retention, tenure and promotion). Such a system presumably motivates these faculty to make an active and continuing effort to sustain their performance. There is no similar motivation self-evident in the current PTR process for full professors."

Carried.

*AS 96-23A/Flr. PERFORMANCE SALARY STEP INCREASE POLICY (Amends Interim Policy AS 95-76; PM/FSA 96-01)

The Academic Senate recommends the following procedural modifications to the Interim CSUS Performance Salary Step Increase Policy (AS 95-76; PM/FSA 96-01):

B. Page Limit:

Include in item 2 on "INSTRUCTIONS:" page: "... (in three (3) typed, single spaced, single sided. pages or less) ..." [Note: See "Instructions " page (March 28, 1996, Academic Senate Agenda Attachment E) "B" for change).]

The department chair or equivalent shall review each application package for compliance with the three page limit on the narrative section and five page limit on supporting evidence. All pages exceeding these limits shall be physically removed from the application package and returned to the applicant. The "censored" application package shall then proceed, without prejudice, through the evaluation process. [Note. To be incorporated in policy and/or "Instructions, " as appropriate.]

C. Incomplete Applications:

An application package must contain, at a minimum, a completed "Application and Nomination Form: Cover Page." The mere absence of a narrative and/or support materials, however, shall not disqualify an application from continuing through the review process. (The department chair or equivalent shall verify compliance with this minimum.) [Note: To be incorporated in policy and/or "Instructions, " as appropriate.]

D. Abstentions:

Abstentions shall not be interpreted as either a "yes" or a "no" vote, or included in the voting base when determining a simple majority of the votes cast. [Note: To be incorporated in policy and/or "Instructions, " as appropriate.]

E. Committee Formations:

All review or recommending committees shall be established normally by the end of each Spring semester. [Note: To be incorporated in policy and/or "Instructions, " as appropriate.]

G. Tie Votes: [Note: 1 - 3, to be incorporated in policy and/or "Instructions, " as appropriate.]

1. A tie vote on "Outstanding/Meritorious" performance (Item 2. on the Review/Recommendation Page) shall be interpreted as "No Recommendation." In such instances of "No Recommendation," the committee shall proceed to vote on "NOT Recommended for a PSSI

If so elected, the letter shall then be counted as part of the appended materials and its length included in the calculation of the prescribed page limit. [Note: See "Instructions" page (March 28, 1996, Academic Senate Agenda Attachment E) "A" for change].]

F. University Level Review Committees:

The composition of a University level review committee (irrespective of the number of levels of review, and assuming that one exists) should be: 1 librarian, 1 SSP-AR, and 2 faculty from each school. [Note: To be incorporated in policy as appropriate and the "Review Recommendation Page" (March 28, 1996, Academic Senate Agenda Attachment F).]

pending further discussions between the University Level Review Committee and the Faculty Policies Committee.

Carried.

Following a call for adjournment, action items postponed until the April 18, 1996, Senate meeting were:

AS 96-24/Flr. PERFORMANCE SALARY STEP INCREASE POLICY-LEVELS OF REVIEW (Amends Interim Policy AS 95-76; PM/FSA 96-01)

AS 96-24A/Flr. PERFORMANCE SALARY STEP INCREASE POLICY-SCHOOL REVIEW

AS 96-24B/Flr. PERFORMANCE SALARY STEP INCREASE POLICY-UNIVERSITY REVIEW

The meeting was adjourned at 4:20 p.m.


Janice L. McPherson, Secretary

*Presidential approval requested.