

1997-98  
FACULTY SENATE  
California State University, Sacramento

AGENDA

Thursday, February 26, 1998  
Forest Suite, University Union  
3:00-5:00 p.m.

**INFORMATION**

1. Spring Senate meeting dates (tentative):  
March 5, 12, 19, 26  
April 2, 16, 23, 30  
May 7, 14, 21
2. Senate Home Page (<http://www.csus.edu/acse/> or CSUS Home Page then Departments then Faculty Senate)

**CONSENT CALENDAR**

FS 98-09/CPC, Ex. PROGRAM CHANGE PROPOSALS

The Faculty Senate recommends approval of the following program change proposals:

1. Professional Administration Services Credential: Addition of an **Induction Seminar and an Assessment Seminar**. This provides students with an option **which includes the involvement** of non-university activities in the preparation of school administrators. The program could be reduced from 24 units to 16-24 units, depending on the students' background. This credential is being modified in order to comply with the new requirements from the state's Commission on Teaching Credentialing.
2. Single Subject Credential Program: Creates a new course, EDTE 480D-Single Subject Internship, to designate internship student teaching in Phase III in the Single Subject Credential Program.
3. Single Subject Credential Program: Creates a new course, EDTE 480E-Internship in Single Subject-Phase III-CLAD, to provide more intensive supervision to interns who will be assuming full responsibility for multilingual classrooms at the single subject level.
4. Multiple Subject Credential Program: Creates a new course, EDTE 421D-Multiple Subject Internship, to designate internship student teaching in Phase III in the Multiple Subject Credential program which will provide more intensive supervision to interns who will be assuming full responsibility for classrooms at the multiple subject level.

5. Multiple Subject Credential Program: Creates a new course, EDTE 421E-Multiple Subjects Internship-Phase III-CLAD, to designate CLAD intern student teaching in Phase III in the Multiple Subject Credential Program which will provide more intensive supervision to interns who will be assuming full responsibility for multilingual classrooms at the multiple subject level.

FS 98-10/CPC, Ex. JOINT PH.D. PROGRAM IN PUBLIC HISTORY (Request to Negotiate, AS 95-82)

*Carried*  
The Faculty Senate recommends approval of a joint Ph.D. in Public History (Attachment [complete documentation available on request]) in cooperation with the University of California at Santa Barbara. This program will train students in advanced historical research skills and systematic thinking about professional issues.

## REGULAR AGENDA

### FS 98-01/Flr. MINUTES

Approval of the Minutes of December 4 (#6), December 11 (#7) and December 18 (#8), 1997.

### Old Business

### FS 97-22/APC, Ex. COURSE REPEAT/GRADE REPLACEMENT POLICY

*{Note: The Executive Committee, in its discussion of this item, was divided over the issues of 1) whether there should be a cut-off grade above which repeats should not be allowed, and 2) whether there should be a limit to the number of times a student may attempt to repeat a course. It therefore offers no recommendation on these questions.}*

The Faculty Senate recommends amendment of the policy on Repeating Courses (pages 79-80 of the 1996-98 CSUS Catalog, shown in **October 30, 1997, Faculty Senate Agenda Attachment E-1**; see **October 30, 1997, Faculty Senate Agenda Attachment E-2** for Academic Policies Committee rationale), as follows:

Any course taken at CSUS may be repeated one time at CSUS without departmental approval. The number of additional times a student is allowed to repeat the same course may be limited by some academic departments. If a student exceeds the repeat limit established by a department, the department may administratively drop the student from the course, and/or disallow the course if it is presented in fulfillment of graduation requirements. Students intending to repeat a course more than one time should discuss this with their academic advisor and the Chair of the department offering the course to determine whether specific departmental repeat limits exist and if there are provisions for exceptions.

In the case of a first repeat, only the grade earned in the second attempt (even if it is lower) will be used in the CSUS calculation of grade point average. However, it should be noted that the grade earned in the first attempt remains on the student's transcript and may be used in grade point calculations by other institutions (e.g., medical schools and law schools). Grades earned in repeats after the second attempt (first repeat) will be averaged with the second and subsequent attempts in grade point calculations, even if the student was granted departmental permission to enroll in the course a third or subsequent time.

If the original course attempt and first repeat were both courses taken at CSUS, students should file a "Repeat Grade Replacement Petition" with the Office of Admissions and Records in order to initiate a unit and grade point adjustment. In this case, department approval is not required. If a "Repeat Grade Replacement Petition" is not submitted by the student, the unit and grade point adjustment will not be made until the student's graduation evaluation is completed.

However, under the following conditions, students must file with the Office of Admissions and Records, a "Repeat Grade Replacement Petition" approved by the Chair of the department offering the course to initiate unit and grade replacement: 1) the repeated or original course is taken at another accredited institution, 2) the repeated course differs in number or title from the original course. Students are strongly urged to obtain petition approval prior to enrollment in the repeated course since it is possible that the courses may not be considered equivalent.

The repeat grade replacement policy of a transfer institution, if it can be determined, applied to a student's record at the time of transfer to CSUS. If it cannot be determined, CSUS policy will apply.

**Note to Graduate Students:** Grades earned in courses repeated as a postbaccalaureate student may not be used to replace grades earned in a course as an undergraduate student. In addition, grades earned at another institution will not be counted in the postbaccalaureate GPA.

In addition, the Faculty Senate recommends:

Any department that chooses to limit the number of times a student may repeat courses must include such policy in the catalog.



**PROPOSED SUBSTITUTE under discussion [Bold, underscored materials show changes from original motion (FS 97-22). Strikeovers in lines 1-2 = amendments made at November 20, 1997, Senate meeting]:**

FS 97-22A/APC.EX. COURSE REPEAT/GRADE REPLACEMENT POLICY

*Carried*  
Any course taken at CSUS, ~~in which the student earned a grade of C+, C, C-, D+, D, D-, F, NC, U, or I,~~ may be repeated one time at CSUS without departmental approval. The number of **additional** times a student is allowed to repeat the same course may be limited by some academic departments. **[Academic Departments with limits on course repeats will clearly publicize their specific repeat policy.]** If a student exceeds the repeat limit established by a department, the department may administratively drop the student from the course, and/or disallow the course if it is presented in fulfillment of graduation requirements. Students intending to repeat a course more than one time should discuss this with their academic advisor and the Chair of the department offering the course to determine whether specific departmental repeat limits exist and if there are provisions for exceptions.

In the case of a first repeat, only the grade earned in the second attempt (even if it is lower) will be used in the CSUS calculation for grade point average. However, it should be noted that the grade earned in the first attempt remains on the student's transcript and may be used in grade point calculations by other institutions (e.g., medical schools and law schools).

Grades earned in repeats after the second attempt (first repeat) will be averaged with the second and subsequent attempts in grade point calculations, even if the student was granted departmental permission to enroll in the course a third or subsequent time.

If the original course attempt and first repeat were both courses taken at CSUS, students should file a "Repeat Grade Replacement Petition" with the Office of Admissions and Records in order to initiate a unit and grade point adjustment. In this case, departmental approval is not required. If a "Repeat Grade Replacement Petition" is not submitted by the students the unit and grade point adjustment will not be made until the student's graduation evaluation is completed.

However, under the following conditions, students must file a **"Repeat Grade Replacement Petition," approved by the Chair of the department offering the course, with the Office of Admissions and Records** to initiate unit and grade replacement if:

- 1) the repeated or original course is taken at another accredited institution, or
- 2) the repeated course differs in number or title from the original course.

**Under these conditions,** students ~~must~~ **are strongly urged to** obtain petition approval prior to enrollment in the repeated course since it is possible that the courses may not be considered equivalent.

The repeat grade replacement policy of a transfer institution, if it can be determined, **will be** applied to a student's record at the time of transfer to CSUS. If it cannot be determined, CSUS policy will apply.

**Note to Graduate Students:** Grades earned in courses repeated as a postbaccalaureate student may not be used to replace grades earned in a course as an undergraduate student. In addition, grades earned at another institution will not be counted in the postbaccalaureate GPA.

FS 98-06/APC, Ex. UNDERGRADUATE ACADEMIC ACTION CATEGORIES--  
DEFINITIONS

*[Refer to Academic Policies Committee chart on February 19, 1998, Faculty Senate Agenda Attachment B. Current Catalog copy in February 19, 1998, Faculty Senate Agenda Attachment C.]*

The Faculty Senate recommends that undergraduate academic action categories be defined as:

**Good Standing**

Continuing CSUS students with no overall or CSUS grade point deficiency and new CSUS students with no transfer grade point deficiency are in good academic standing. Students who are in good standing at the end of the semester will be eligible to enroll in the subsequent semester.

**Academic Probation**

Students whose semester GPA, or CSUS GPA or overall GPA falls below 2.0 will be placed on probation.

**Continued Academic Probation**

Probationary students whose CSUS GPA and overall GPA are **above** 2.0 but who again fail to earn a semester GPA of 2.0.

Probationary students who have earned a 2.0 in the current semester but whose CSUS and overall GPA remain below a 2.0.

**Academic Disqualification**

Probationary students whose CSUS GPA or overall GPA are **below** 2.0, and who fail to earn a 2.0 semester GPA in the subsequent semester are academically disqualified.

FS 98-07/APC, Ex. UNDERGRADUATE ACADEMIC ACTIONS--REINSTATEMENT  
FROM ACADEMIC DISQUALIFICATION

*[Refer to Academic Policies Committee chart on Attachment B. Current Catalog copy in Attachment C.]*

The Faculty Senate recommends approval of the following:

**Reinstatement of Academically Disqualified Students**

Students who have been academically disqualified may petition for reinstatement. Reinstated students must be placed on a special contract. An academically disqualified student may obtain a petition for immediate reinstatement from the Admissions and Records Office. Failure to meet the conditions of the reinstatement contract will result in academic dismissal.

The completed petition including the students' statement of circumstances, significant changes and necessary documentation are submitted to the student's major department chair or advisor as determined by department procedures. If the department recommends continuation in the major, unit maximum, specific courses and achievement levels may be stipulated. Reinstated students on academic contract are subject to Academic Dismissal in the subsequent semester if they fail to achieve a semester GPA of 2.0 or fail to meet other conditions specified in the contract.

The petition is then carried back to the Admissions and Records Office where an admissions counselor interviews the student and acts on the request based on the following information: past academic problems, test scores, outside workload, vocational interests and goals, competing time obligations and any extenuating circumstances. Students not recommended by their academic department for continuation in the first choice of major may be considered for

University reinstatement into a different major when sponsored by the department offering that major or as an undeclared student.

Students whose petitions are approved are subject to review each semester until they improve their overall and CSUS GPA's to minimum standards.

Deadlines to petition for immediate reinstatement are as follows: (except for the School of Engineering and Computer Science and the School of Business Administration):

Spring semester

Third week of January

Fall semester

End of the first week in July for CASPER registration

Third week of August for late registration

Students with majors in the School of Engineering and Computer Science and the School of Business Administration should refer to the section on special reinstatement procedures pertaining to their schools.



NOTE: Catalog statement must be revised from academically dismissed to academically disqualified students in the Special Reinstatement Procedures for the School of Engineering and Computer Science and the School of Business Administration in order to become consistent with the overall policy. Language needs to reflect that schools can only deal with academic disqualification and reinstatement, not academic dismissal and readmission.

FS 98-08/APC, Ex. UNDERGRADUATE ACADEMIC ACTIONS--ACADEMIC DISMISSAL AND ADMINISTRATIVE DISMISSAL AND PROBATION

*[Refer to Academic Policies Committee chart on Attachment B. Current Catalog copy in Attachment C.]*

The Faculty Senate recommends the following:

**Academic Dismissal**

**Disqualified students**

who fail to earn a semester GPA of 2.0 or meet other requirements specified in the reinstatement contract will be academically dismissed. "Academic Dismissal" means that enrollment privilege has been withdrawn, and that based on the student's achievement it does not appear that he or she is able to profit from further educational opportunity at this time. Academically dismissed students are not eligible for readmission without at least one semester out of enrollment. Dismissed students are not eligible to use the immediate reinstatement process.

**Administrative Probation and Administrative Dismissal**

Undergraduate students are subject to Administrative Probation for the following reasons:

1. Withdrawal from all or a substantial portion of their courses in two successive terms or in any three terms.
2. Repeated failure to progress toward a degree or other program objective, when such failure is due to circumstances within the control of the student.
3. Failure to comply, after due notice, with an academic requirement or regulation.

Students who do not meet the conditions for removal of administrative probation may be subject to further administrative actions including administrative dismissal.

**Readmission of Academically or Administratively Dismissed Students**

Students who are dismissed shall not be considered for readmission to the University for at least one semester following dismissal. Academically dismissed students should meet with an academic advisor for advice on developing a plan for remedying the conditions which led to dismissal so that return to the University is possible. Former CSUS students dismissed but

seeking readmission after an interruption in enrollment must submit an Appeal for Readmission following dismissal including a recommendation from the student's major department to the University Academic Action Committee. Students whose appeals for readmission are approved are subject to review each semester until they improve their overall and CSUS GPA's to minimum standards. Readmitted students who fail to meet conditions specified for readmission will be academically dismissed.

**Notification**

Students will be notified of their academic status (Academic Probation, Continued Academic Probation, Academic Disqualification and Subject to Academic Dismissal) on C@sper.NET and by letter at the end of each semester.





CALIFORNIA STATE UNIVERSITY, SACRAMENTO

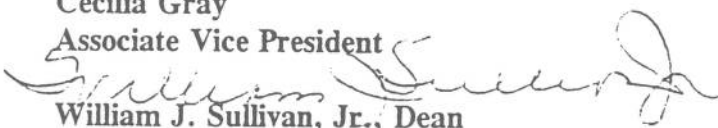
SCHOOL OF ARTS AND LETTERS  
OFFICE OF THE DEAN



October 10, 1997

**Memorandum**

**To:** Cecilia Gray  
Associate Vice President

**From:**   
William J. Sullivan, Jr., Dean  
School of Arts and Letters

**Concerning:** Proposed Joint Ph.D. Program in Public History

Attached is the Department of History's Joint Ph.D. Program proposal, which has been approved by the School's Budget/Curriculum Committee. I endorse their approval and forward the Program to Academic Affairs and the University Curriculum Committee for their consideration. I hope that the Program can receive a timely approval in order that the History Department and UC Santa Barbara can begin implementation for the Fall, 1998.


WJS/hc

CALIFORNIA STATE UNIVERSITY, SACRAMENTO  
DEPARTMENT OF HISTORY

MEMORANDUM

October 9, 1997

TO: William J. Sullivan, Jr., Dean  
School of Arts and Letters

FROM: George S. Craft, Chair   
Department of History

CONCERNING: Proposed Joint Ph.D. Program in Public History

As you know, the Arts and Letters Budget/Curriculum Committee formally approved yesterday the Department of History's proposal for a joint Ph.D. in Public History in cooperation with the University of California at Santa Barbara. We are now seeking your approval; if you do approve, we would appreciate it if you would forward the proposal to Academic Affairs and the University Curriculum Committee for further consideration. As we have previously indicated, we would like to pursue final university approval by the end of the Fall 1997 semester.

In response to several helpful comments made by committee members, I would like to make the following observations:

-- P. 39 of the "thick" document erroneously indicates that CSUS intends to increase its enrollment in Public History to about 25 students annually. In fact, we admit 12-15 students every two years, and we have no plans to change this. We will address this misunderstanding with Santa Barbara at the end of the semester.

-- The document is not specific about the fee structure of the joint program. Our plans are that students will pay University of California fees when enrolled at Santa Barbara, and CSU fees when enrolled at CSUS.

-- The committee observed that the proposal is not specific about enrollment procedures for Ph.D. students engaged in dissertation research at CSUS. Since History 500 is restricted to masters students, we will have to create a new rubric, say History 600, to accommodate this purpose.

-- Questions were also raised about the nature of the one-year residency at CSUS for students who go into the Ph.D. program after completing our masters program in Public History. We believe that, since these students will already have completed most of the coursework available at CSUS, it would be reasonable for them to spend most of the time of their CSUS residency in dissertation research and writing.

Accommodating these observations should not be difficult. In some cases we will need to negotiate minor changes with UC Santa Barbara at the end of this semester. More commonly, we will be able to implement them administratively during the startup of the program (we hope beginning Fall 1998).


CALIFORNIA STATE UNIVERSITY, SACRAMENTO  
DEPARTMENT OF HISTORY

FILE COPY

MEMORANDUM

September 24, 1997

TO: William J. Sullivan, Dean  
School of Arts and Letters

FROM: George S. Craft, Chair  
Department of History 

CONCERNING: Proposal for Joint Ph.D. in Public History

I am forwarding to you the proposal for a joint Ph.D. in Public History between the CSUS Department of History and the Department of History at the University of California at Santa Barbara.

You may recall that both campuses approved the request for permission to negotiate back in Spring 1995. The CSU endorsed the idea in Summer 1996. Meanwhile, the two institutions hammered out a detailed program that was submitted to the UC Santa Barbara academic approval process in 1996-97; it was approved at the end of the spring semester. In response, the CSUS Department of History considered it in its fall retreat in August of this year, and after considerable discussion, approved it unanimously with much praise for the hard work and hard thinking of the principals at CSUS, Professors Owens and Castaneda. We have now assembled all important materials, and are forwarding it to you for consideration by yourself and by the Arts and Letters Budget/Curriculum Committee.

Enclosed you will find the following:

- The detailed proposal approved at the department's last meeting.
- A memorandum from Chris Castaneda and Ken Owens addressing important issues not covered in the proposal, such as the social need for the program, the integration of Ph.D. students into CSUS' existing public history program, and the possible need for additional funding (there is none).
- A letter from Professor Shirley Moore expressing her commitment to participate actively in the joint Ph.D. program.
- A summary document on "Program Specifics."
- The History Department's policy on Graduate Assigned Time for support of graduate supervision. Note that we have not yet assigned specific point totals for supervision of Ph.D. dissertations, but that we are committed to assigning superior totals for this purpose compared to M.A. supervisions. This policy should help generate periodic assigned time for faculty supervising Ph.D. dissertations under the joint program.

Many thanks. I hope these materials are sufficient. Professors Owens, Castaneda and myself stand ready to meet with you and/or the committee upon request. We hope to be able to expedite the approval process so that the proposal might move to the level of CSU, UC and CPEC approval by the end of the fall semester. We hope to admit the first students into the program for Fall 1998.