

1997-98
FACULTY SENATE
California State University, Sacramento

AGENDA

Thursday, December 18, 1997
Forest Suite, University Union
3:00-5:00 p.m.

INFORMATION

Senate Home Page (<http://www.csus.edu/acse/> or CSUS Home Page then Departments then Faculty Senate)

CONSENT CALENDAR

FS 97-37B/Ex. POLICY ON LEAVES WITH PAY--REFER TO FACULTY POLICIES COMMITTEE

The Faculty Senate requests that the Faculty Policies Committee meet with members of the Professional Leave Committee to review the current policy on leaves with pay for the purpose of identifying the problems that made it impossible for the PLC to implement that part of the policy that stipulates "that the Professional Leave Committee (PLC) designate as 'outstanding and exceptional' at least that number of proposals that equals 25% of the number of awards that CSUS is contractually bound to make." The Faculty Policies Committee is then requested to submit to the Senate in spring 1998 suggested revisions to the policy that will eliminate such problems in the future.

REGULAR AGENDA

Old Business

FS 97-37A/Ex., Flr. POLICY ON LEAVES WITH PAY

The Executive Committee, on behalf of the Faculty Senate, recommends forwarding the sabbatical leave proposals to the Provost and Vice President for Academic Affairs, requesting her, on behalf of the Senate, to implement the policy of assigning 25% of sabbatical leaves based upon merit.

Note: The following proposed substitute motion was under discussion when the Senate adjourned on December 11:

Carried The Faculty Senate recommends that the Professional Leave Committee be asked to review the remaining sabbatical leave proposals and to rank order the proposals to include a number sufficient to meet the 25% requirement as outstanding.

FS-97-38/CPC, Flr. BIOMEDICAL ENGINEERING PROGRAM

[Note: The Executive Committee makes "no recommendation" regarding this action.]

The Faculty Senate recommends that:

1. a final decision on Biomedical Engineering program discontinuation be postponed to Fall 1998;
2. The M.S. degree program in BME be placed on suspension and admissions to the program be closed for Spring 1997, Fall 1998 and Spring 1999; and
3. The Faculty Senate Executive Committee in consultation with the Academic and Administrative Councils of the School of Engineering and Computer Science, the Dean of the School of Engineering and Computer Science and the Associate Vice President of Research and Graduate Studies establish a task force to undertake an intensive effort in 1997/98 to develop a proposal for the continuation of a program in BME that fully addresses the budgetary and enrollment issues that underlie the Engineering and Computer Science Administrative Council's 1996 recommendation to discontinue the program. The work of the BME Task Force must be completed and submitted to the Faculty Senate prior to the beginning of the Fall 1998 semester.

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

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.

JS 97-37

Happy Holidays!!



CALIFORNIA STATE UNIVERSITY, SACRAMENTO

FACULTY SENATE

December 15, 1997

TO: Faculty Senators
FROM: Tom Krabacher, Chair
Faculty Senate
SUBJECT: Thursday's Senate Meeting

A handwritten signature in cursive script, appearing to read "Tom Krabacher".

There will be a meeting of the Faculty Senate this Thursday, December 18, 1997. The agenda is attached.

I realize that finals week is a busy time for everybody but I strongly urge you find the time to attend. There are three items on the agenda, which are very important and time-sensitive. All three need to be addressed before the end of this semester: the Leaves with Pay issue needs to be resolved quickly in order to expedite the awarding of sabbaticals for 1998-99, a Senate recommendation on the future of the Biomedical Engineering Program is also necessary unless we wish Academic Affairs to act on this matter without our input, and we need to complete our revision of the Repeat policy in order to meet the catalog deadline.

Please make time in your schedule to attend.

Thank you!

