

A C A D E M I C S E N A T E
O F
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 #13

December 7, 1989

ROLL CALL

Present: Bach, Barrena, Cooper, Cross, Decious, Dillon
 (Parliamentarian), Figler, Freund, Hallinan,
 Harriman, Haq, Hayashigatani, Herman, Holl, Huff,
 Kando, Kelly, Kornweibel, Lewis, D. Martin, L.
 Martin, Joan Maxwell, John Maxwell, McClure,
 McGeary, McGowan, Miller, Moore, Moorehead,
 Pacholke, G. Shannon, W. Shannon, Toder, Tooker,
 Torcom, Wade, Wheeler, White, Winters, Wright

Absent: Amos, Campbell, Clark, Glovinsky, Gonzalez, Jakob,
 Johnson, Kho, Kutchins, Marsh, Mattos, Meyer,
 Morrow, Nicola, Olson, Palmer, Platzner, Pyne,
 Reinelt, Stroumpos, Summers, Swanson, Tzakiri,
 Urone, Whitesel, Yousif

INFORMATION

A Moment of Silence was observed in memory of the women killed at the University of Montreal.

ACTION ITEMS

AS 89-137/Flr. MINUTES

The Minutes of the meetings of November 2, November 9 and November 16, 1989, are approved.

Carried.

*AS 89-138/FisA, CC, GPPC, Ex. PROGRAM CHANGES

a. The Academic Senate recommends approval of the program changes in **Counselor Education (Attachment A, 12/7/89 Senate Agenda)**, which include:

- 1) Unit changes, course additions/deletions, and course number/catalog description changes for the courses identified in **Attachment A, 12/7/89 Senate Agenda**, and

- 2) reduction of the number of courses in the "core" with some of the courses being transferred into appropriate specialization areas.

The Academic Senate further recommends that the EDCAPS department be requested to submit a report to the Graduate Policies and Programs Committee by September 15, 1991 (prior to the next catalog deadline) regarding the status of the newly revised graduate program. The report should give special emphases to the program meeting quality standards and having effective field placements.

- b. The Academic Senate recommends approval of the program change in the **English M.A.--TESOL Option** which deletes ENGL 40A and ENGL 50A as admission requirements for the TESOL Option of the English M.A. (No fiscal impact--FisA, November 14, 1989.)
- c. The Academic Senate recommends approval of the program revisions in **Management** as follows:
 - 1) "Production Operations and Systems Management" concentration--changes title to "Operations Management" concentration and changes electives as follows:
 - a) changes MIS 116 to MIS 125, and b) adds MGMT 170. (No fiscal impact--FisA, October 17, 1989.)
 - 2) "Management" concentration--changes title to "Strategic Management" concentration. (No fiscal impact--FisA, October 17, 1989.)
- d. The Academic Senate recommends approval of the program revisions in **Organizational Behavior and Environment** as follows (see attached Fiscal Impact Evaluation--**Attachment B, 12/7/89 Senate Agenda**):
 - 1) Business Education concentration: Deletes Business Education concentration and related courses (**Attachment B, 12/7/89 Senate Agenda**).
 - 2) Administrative Services concentration: Deletes Administrative Services concentration and related courses (**Attachment B, 12/7/89 Senate Agenda**).
 - 3) Public Management concentration: Deletes Public Management concentration and related courses (**Attachment B, 12/7/89 Senate Agenda**).
- f. The Academic Senate recommends approval of the revision of the **Physical Science Waiver Program** with the recommendation that statement 2 in the description of requirements

(Attachment C, 12/7/89 Senate Agenda) be amended as follows (strikeover=deletion; underscore=addition):

2. Completion of a baccalaureate degree in an appropriate major ~~other than education~~ (examples include a B.A. or B.S. in Chemistry, Geology, Physics, or Physical Science).

The revision establishes a single general core of course requirements plus a B.A. or B.S. in Chemistry, Geology, Physics or Physical Science as satisfying waiver requirement. (Note: There are currently five options to satisfy Physical Science Waiver requirements, each with a different set of lower division requirements.)

Carried unanimously.

*AS 89-139/FisA, CC, Ex. ASTRONOMY MINOR

The Academic Senate recommends approval of a new Minor in Astronomy (Attachment D, 12/7/89 Senate Agenda).

Carried.

*AS 89-140/FisA, CC, Ex. GERONTOLOGY B.S.

The Academic Senate recommends approval of the B.S. in Gerontology (Attachment E, 12/7/89 Senate Agenda).

Carried.

*AS 89-141/AP, Ex., Flr. REPEAT COURSE POLICY

The Academic Senate recommends that the Repeat Course Policy be amended for Fall 1990 to read as follows:

Repeat Course Policy

A student may repeat courses in which he/she has earned C-, D+, D, D-, F, NC, U, or I grades and have the repeated course used to determine the number of units and grade points for the course in the calculation of CSUS GPA under the following conditions:

1. The student has not received credit for a more advanced course (as determined by the department).
2. The student is repeating a CSUS course that he/she has taken one time and has obtained prior approval (before the end of the third week of instruction) of his/her academic adviser.

3. The student is repeating a CSUS course that he/she has taken more than once and has obtained prior approval (before the end of the third week of instruction) of his/her academic adviser and the Chair of the department in which the course is offered (Note: Individual departments may have a restriction on the number of times that a specific course may be repeated).
4. The student is repeating a CSUS course at another accredited college/university or is repeating at CSUS a course taken at another college/university and has obtained prior approval (before the end of the third week of instruction) of his/her academic adviser and the Chair of the CSUS department in which the course is offered (approval by the Department Chair indicates that the course to be taken is equivalent to the original course).

There are circumstances under which it is appropriate for a student to repeat a course in which he/she has received a grade of C or better (e.g., some programs (such as credential or graduate programs) require/recommend that certain courses be passed with grades of B- or better; specific courses may have prerequisites which must be passed with grades of B- or better; grades of C or better may be recommended for good progress toward a degree; the student may have personal compelling reasons; if too much time has passed since the student took a course then, despite, the grade, it may be advisable for the student to repeat the course). If it is appropriate for a student to repeat a course in which he/she received a grade of C or better then the student may do so if he/she receives prior approval (before the end of the third week of instruction) from the Department Chair of the department in which the course is to be repeated.

Important Notes:

1. If a student successfully repeats a course without receiving prior (i.e., before the end of the third week of instruction) approval as specified above, then the repeat will be accepted only if retroactive approval of the Department Chair is obtained. Furthermore, the Evaluations Office will average the grades of all attempts in order to determine the grade points for the course.
2. The repeat grade policy of a transfer institution, if it can be determined, applies to a student's record at the time of transfer. If it cannot be determined, the CSUS policy shall apply.

3. This policy cannot be used to improve the undergraduate GPA of a postbaccalaureate student. Nor can a graduate student repeat courses at another institution since transfer credit is not posted to graduates' records.
4. This policy only applies to the computation of GPA at CSUS (e.g., medical schools and law schools tend to disregard the repeat policy of another university/college, and apply their own repeat policy). It should also be noted that the original grade remains on the transcript with a notation that the course has been repeated in a subsequent semester.
5. If a student seeks an exemption from any aspect of this policy then he/she may petition the Academic Standards Subcommittee.
6. This policy applies to all courses taken in the Fall semester of 1990 or later.

The Academic Senate further recommends that students be informed of this policy by the following: the catalog statement, a statement given in registration packets, asking instructors to read a statement given on the cover sheet of the first day's class roster, The Hornet, academic and major advisers, and programs such as MEP, EOP, CAMP, ASAP.

The Academic Senate further recommends that when the programming capability exists (two or three years), then the above policy will be amended so that "Important Note 1." reads:

1. A student will not be able to register for a course in which he/she has previously earned credit unless he/she obtains the necessary approvals and submit the necessary forms to the Registrar's Office before the end of the third week of instruction.

If a student successfully repeats a course at another institution without receiving prior (i.e., before the end of the third week of instruction) approval of his/her major or academic adviser and Department Chair of the department in which the course is to be repeated, then the repeat will be accepted only if retroactive approval of this Department Chair is obtained. Furthermore, the Evaluations Office will average the grades of all attempts in order to determine the grade points for the course.

Carried.

*AS 89-142/AP, Ex., Flr. ACADEMIC ADVISING POLICY [Amends AS 89-13]

The Academic Senate recommends approval of amendment of the Academic Advising Policy (AS 89-13; PM 89-13) to provide the following:

1. As part of their departmental/school advising policy, each department/school will be required to provide advising to any student who is put on academic probation at the end of his/her first semester. Furthermore, this advising must be provided no later than the end of the second week of the student's second semester.
2. As part of their departmental/school advising policy, each department/school must require advising for all students in the major who are on academic probation.

[Adoption of the above policy revision shall require amendment of PM 89-13 policy language as shown in Attachment A.]

Carried.

*AS 89-143/FisA, CC, GPPC, Ex. PROGRAM CHANGES

a. Asian Studies B.A.:

The Academic Senate recommends approval of the program change which adds nine courses (MUSIC 124, ETHNC 111, HUM 147, and CHIN 5A, 102, 103, 105, 110, and 120) to a list of 45 electives from which 18 units must be taken. [FisA, 11/28/89: No fiscal impact.]

b. Communication Studies Major, Media Communication Concentration:

The Academic Senate recommends approval of the program change which adds a one unit lab (COM S 20B) to the lower division requirement in the Media Production option of the Media Communications concentration. Increases total number of units from 43 to 44. [FisA, 11/28/89: Adds 1.5 wtu's which will be accommodated within present faculty allocation.]

c. Drama Major:

The Academic Senate recommends approval of the program change which 1) adds a new course (DRAMA 4) as a lower division requirement; and 2) deletes DRAMA 30 as an option to DRAMA 10A and deletes Drama 11A as a specific requirement but provides it as a option to DRAMA 10A. No

change in the number of units required in the major.
[FisA, 11/28/89: No fiscal impact.]

d. Geology B.A. and B.S.:

The Academic Senate recommends approval of the program change which involves a course change in GEOL 115 from a single four-unit course to two courses--a three unit GEOL 115 (Stratigraphy) and a one unit GEOL 188 (Geowriting).
[FisA, 11/28/89: No fiscal impact.]

e. Music M.A.:

The Academic Senate recommends approval of the program change which includes the following: 1) revision of the basic core; and 2) modification of the five concentrations (Performance; Composition; Music History and Literature; Music Education; and Choral Conducting) to respond to the National Association of Schools of Music requirements. The Academic Senate further recommends approval of deviation from the nine-unit core, since six common units will be taken by all master's students and the remaining three units will be chosen from six courses all having in common that they are music history courses. [FisA, 11/7/89: No fiscal impact.]

f. Organizational Behavior and Environment, Real Estate and Land Use Concentration:

The Academic Senate recommends approval of the program change which adds two courses (CM 10 and CM 20) to the list of electives from which six units must be taken. [FisA, 11/15/89: No fiscal impact.]

Carried unanimously.

AS 89-144/Ex. EARTH WEEK

The Academic Senate joins with the CSUS Earth Week Coalition in supporting the events marking the 20th anniversary of Earth Day (April 20, 1990) and encourages departments, faculty and students to become involved in the curricular and extracurricular activities during Earth Week which will be celebrated April 16-19, 1990.

Carried.

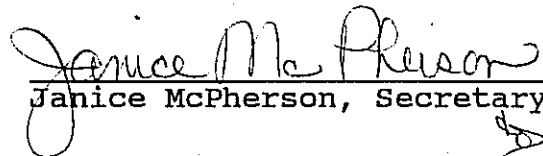
AS 89-145/Flr. RACISM FORUMS ISSUES, RECEIPT OF REPORT ON

The Academic Senate receives the panel report on the "Summary of Forum Activities" which was presented by the President to the Senate on November 28, 1989. In the spirit of Academic Senate resolution AS 89-124 on Racism Issues on Campus, the Academic Senate shall take up for consideration in Spring 1990 the recommendations in the report that pertain to matters within the purview of the Academic Senate and refers the report to the Executive Committee for referral of specific report recommendations to appropriate Senate committees.

[Note: The Affirmative Action Committee asked to go on record to commend the forum panel members and their thoughtful documentation of the activities, endorse the forum panel report and note that it is similar to a report sent forth by the Affirmative Action Committee to the Executive Committee. The Affirmative Action Committee looks forward to the President's response and will review the report and suggest other initiatives based on the President's response.]

Carried.

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


Janice McPherson, Secretary

*Presidential approval requested.

Proposed Amendments to PM 89-13, "Policy on Academic Advising":

III. Responsibilities of Students

- ...
B. Because of the relationship of effective advising and academic success, students are expected to attend the University's orientation program before enrolling, and are required to meet with advisers in their major as stipulated in their departments' advising policy.
- ~~1. Compliance with departmental policies requiring students to meet with advisers. (See the attached interim implementation plan for details of handling this process.)~~
 - 2.1. Students who have declared a major shall comply with the policy of their major department; undeclared majors shall follow the Academic Advising Center plan for undeclared students. Students who do not comply with policies requiring meetings with advisers will, according to the discretion of the department for majors or the Advising Center for undeclared students, be assigned the lowest registration priority or denied access to CAR.
 2. All students on academic probation are required to meet with an academic adviser as specified in their major department's advising policy or in the case of undeclared majors, as specified in the Academic Advising Center Policy.

VI. Responsibilities of Academic Departments

- A. Each academic department, major program, and the Academic Advising Center shall, by Spring Semester 1990, develop and publicize to their students a comprehensive plan defining the department's advising policies and procedures. (In some cases advising programs may be developed at the school, rather than department level.) Departments may wish to consider the advising models suggested in the Addendum to this policy statement. Copies of departmental plans shall be conveyed to appropriate deans and the office of the Registrar. Departments requiring advising will notify the Office of the Registrar whether students who fail to get an adviser's approval are to be granted the lowest registration priority for CAR or denied access to CAR. Policy/procedures statements shall inform students of the department's expectations concerning: (See attached

interim implementation plan for details of handling this process.)

1. Participation in University orientation programs.
2. Procedures for adviser selection or assignment.
3. Required advising meetings with departmental advisers.
4. Additional requirements for special student populations, such as probationary students or preprofessional students. Note: Each department must require advising for all students on academic probation. Departments are required to provide advising to students placed on academic probation at the end of their first semester no later than the end of the second week of the student's second semester.
5. Consequences of failure to comply with mandatory advising requirements (e.g., low registration priority or denied access to CAR).

...

IX. Additional Areas of Support

A. The Office of Admissions and Records shall:

1. Provide the mechanisms for enforcing required advising as defined by departmental advising policies by Spring Semester 1990. The consequence for non-compliance is assignment to the lowest registration priority or denial of access to CAR (according to departmental policy) until the student is in compliance. (See attached interim implementation plan for details of handling this process.)
2. Provide in a timely manner the student data needed to maintain departmental advising files. In addition, at the end of each semester the Office of Admissions and Records shall provide each department a list of majors placed on academic probation. A list of undeclared students placed on academic probation shall be provided to the Academic Advising Center. A list of all students placed on academic probation shall be provided to the Academic Achievement Center.

...