

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 #24

May 9, 1991

**ROLL CALL**

**Present:** Al-Kazily, Barrena, Bauerly, Bourg, Brackmann, Brown, Burger, Cajucom, Carlson, Cook, Cooper, De Haas, Decious, Elfenbaum, Fryer, Gelus, Gonzalez, Holl, Huff, Jakob, Jensen, Kelly, Kornweibel, Lonam, D. Martin, L. Martin, Maxwell, McClure, Meier, Miller, Mrowka, Muller, Navari, Novosel, Pacholke, Palmer, Pyne, Quade, Reinelt, Serrano, Shannon, Shek, Steward, Sullivan, Summers, Sutherland, Tobey, Toder, Tooker, Wayne, Weissman, Wright, Yousif

**Absent:** Amos, Bach, Barnes, Curry, Glovinsky, Harriman, Hayashigatani, Hernandez, Johnson, Mattos, Michael, Radimsky, Schuster, Wheeler, White, Whitesel, Winters

**INFORMATION**

1. Spring 1991 Academic Senate Meetings  
Thursdays, 2:30-4:30 p.m.  
Forest Suite, University Union  
May 16  
2:30-2:45, '91-92 Elections  
2:45-4:30, '90-91 Senate

2. President Gerth responded to questions raised at previous Senate meetings about Athletics.

**ACTION ITEMS**

AS 91-38/AP, Ex. COMPLAINT HEARING PROCEDURES FOR STUDENTS

The Academic Senate acknowledges the need for adoption of a University policy on "Complaint Hearing Procedures for Students" and supports the intent of PM 91-03 on this subject (**Attachment A, 4/25/91 Senate Agenda**) distributed by the President on January 22, 1991. However, the Academic Senate shares the concerns expressed by the Academic Policies Committee (**Attachment B, 4/25/91 Senate Agenda**) that the procedures specified may seem formidable and intimidating to

students and recommends that, if possible, procedures be simplified.

With regard to the proposed scope of the policy, the Academic Senate, based on the recommendations of the Academic Policies Committee (**Attachment B, 4/25/91 Senate Agenda**), recommends that its application be limited to complaints of a nature that are not the subject of other campus policies or State and Federal regulation (e.g., Federal Rehabilitation Act, Section 504). Specifically, the Academic Senate recommends that, in addition to complaints of grade appeals (governed by E.O. 320 and AS 87-47 as amended by AS 88-67) and sexual harassment, complaints of harassment or discrimination on the basis of gender, sexual orientation, race or ethnicity, age and physical disability be excluded from the scope of the proposed policy. The Academic Senate recommends that the process for harassment/discrimination complaints of the nature specified be similar to the process for dealing with sexual harassment complaints, and that, in the absence of a policy on this subject, procedures delineated in the Sexual Harassment Policy be adopted as the approved interim policy for dealing with harassment/discrimination complaints of the nature specified.

With regard to the particulars of the proposed policy, the Academic Senate urges that the "Complaint Coordinator" or office responsible for administration of the policy be clearly identified in the policy. In addition, since the policy does not provide for participation of legal counsel, the Academic Senate recommends that provision be included to insure that the process, or the results of the process, cannot be used to seriously prejudice the legally protected interests of the parties to the complaint.

Finally, the Academic Senate urges that a strategy be developed to insure that students are informed of the policy and able to access the process without undue impediment.

Carried unanimously.

\*AS 91-42/Flr.

GENERAL EDUCATION AND OTHER  
COURSE/PROFICIENCY REQUIREMENTS FOR THE  
BACCALAUREATE DEGREE, POLICIES PERTAINING TO  
(Effective Fall 1992)

The Academic Senate receives the document titled "Policies Pertaining to General Education Program and Other Course/Proficiency Requirements for Graduation with the Baccalaureate Degree" (**GREEN Enclosure with May 2, 1991, Senate Agenda and amendments distributed at the May 2 Senate meeting**) and certifies that the document constitutes an accurate and complete compilation of policy revisions and implementation

provisions adopted by the Senate during the course of its review of the General Education Program (initiated in Fall 1989 and ending in May 1991) and unrevised policies that are to remain in effect. The Academic Senate recommends that the document be adopted as the official, comprehensive statement of policies pertaining to general education and other course/proficiency requirements for the baccalaureate degree, that all policies pertaining to the G.E. Program or course/proficiency requirements for the baccalaureate degree contained herein supersede policies on the same subjects adopted previously<sup>a</sup>, and that new policies and policy revisions pertaining to these subjects adopted subsequent to May 1991 be enacted as amendments to the document received and certified by the Academic Senate on this date, May 9, 1991.

<sup>a</sup>While an effort has been made to incorporate into this document all policies relevant to G.E. and other University course/proficiency requirements for the baccalaureate degree, some may have been omitted. Omitted policies, or portions thereof, that are not in conflict with those contained herein, shall remain in effect.

Carried.

AS 91-42A/Flr. COMMENDATION OF SENATE CHAIR

The Academic Senate commends the Chair for the very difficult task of integrating the host of variously worded Senate actions on General Education into a coherent, complete document.

Carried.

AS 91-45/Flr. MINUTES

The Minutes of the meeting of April 25 (#22), 1991, are approved as published.

Carried.

\*AS 91-46/CC, GPPC, Ex. COMPUTER PROFICIENCY, CATALOG DEFINITION OF

The Academic Senate recommends approval of the Academic Telecommunications Advisory Committee's resolution regarding computer proficiency:

WHEREAS, Computer-based exercises and services are becoming more prominent in the curriculum; and

WHEREAS, The applications of this technology tend to be disciplined-based; and

- WHEREAS, The tools used to implement this technology differ somewhat in the procedures for access; and
- WHEREAS, Students need to be aware of the specific expectations involved in classes they take; and
- WHEREAS, The CSUS Catalog represents the official description of the classes on this campus; therefore, be it
- RESOLVED: That the following language be included in the "Definition of Key Terms" section of the 1992-94 CSUS Catalog:

**Definition of Key Terms (page 84 of current catalog)**

**Computer Proficiency.**

Courses using the various forms of computers and labeled as such will include a notice within the catalog description identifying the specific knowledge requirement as listed below:

- MAC-OS** - start-up procedures, icon usage, file management, mouse input, print, backup, formatting and copying.
- PC-DOS** - Start-up procedures, disk formatting and copying, print, directory listing and program access
- UNIX** - Log-in procedures, directory navigation, print, copy, run programs and file management.
- VMS** - Log-in procedures, directory navigation, print, copy, run programs, and file management.

;and, be it further

- RESOLVED: That departments may request additions or deletions to the above list as changes in curriculums occur; and, be it further

RESOLVED: That course descriptions, where appropriate, be revised as shown below:

Proficiency in PC-DOS is recommended (see page ?).
(MAC-OS)
(UNIX )
(VMS )

Carried unanimously.

\*AS 91-47/CC, FisA, Ex. PROGRAM CHANGES

- a. **B.S. in Nursing:** The Academic Senate recommends approval of the revision of the B.S. in Nursing (i.e., move upper division courses Nurs 111, 112, and 140 to lower division courses Nurs 11, 12, and 40 and add three new upper division courses Nurs 111.2, 128 and 150). (FisA: "No fiscal impact.")
- b. **Art Waiver Program:** The Academic Senate recommends approval of the revisions to the Art Waiver Program as summarized in **Attachment B, 5/9/91 Senate Agenda**. (FisA: "No significant fiscal impact.")
- c. **General Physical Education Option:** The Academic Senate recommends approval of the Department of Health and Physical Education's request to 1) change the existing "General Option" to the "Credential Option," and 2) create a new "General Option" with the requirements specified in **Attachment C, 5/9/91 Senate Agenda**. (FisA: "The additional .3 faculty position required does not appear significant and, unless funding is not provided for the new building, the equipment necessary to support the program should be available. However, the committee has some concern about the enrollment estimates given and about the real impact that a lower enrollment in the program would have on the department. At a time of restricted funds, multiplying the number of programs in a department reduces this department's ability to respond to decreased funding. The committee also recommends that the department review its decision to classify as C2 a course where the enrollment is limited to 30 students; C4 might be a better choice.")
- d. **Mechanical Engineering Technology:** The Academic Senate recommends approval of the proposed revision of the B.S. in Mechanical Engineering Technology (i.e., replace MET 176 and 177 which are both C4/C16 courses with MET 178 which is a C4 course and MET 179 which is a C4/C16 course). (FisA: "No significant fiscal impact.")

Carried unanimously.

AS 91-48/AP, Ex. INTERNATIONAL PROGRAMS COMMITTEE, ESTABLISH

The Academic Senate amends its committee organization structure as follows:

1. An International Programs Committee with the membership and charge specified below shall be established as a standing committee of the Academic Senate.
2. The International Programs Subcommittee shall be transferred from the Academic Policies Committee to the newly established International Programs Committee.
3. The subcommittee shall be renamed the Study Abroad Programs Subcommittee and its membership and charge revised as specified below.

**INTERNATIONAL PROGRAMS COMMITTEE**Membership

Membership shall be in accordance with the general provision on standing committee membership<sup>1</sup>, except that 1) student membership shall be increased from one to two students, one of whom shall be an international student (defined as having F-1 or J-1 visa status), and 2) the campus designee to the CSU Academic Council on International Programs if not included in the regular membership, shall be added to the membership as an ex-officio non-voting member.

Charge

The International Programs Committee shall review and recommend policies concerning the development of internationally-oriented academic courses and programs, including majors, minors, and certificate programs, for credit study abroad programs, faculty and student exchange programs, and international student and visiting scholars programs. The Committee shall have responsibility for assessing the degree to which international

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<sup>1</sup>The general provision on standing committee membership is as follows:

- 1 Professional School faculty
- 1 Arts and Sciences faculty
- 4 At-large faculty
- 2 Senators
- 1 Staff
- 1 Professional Services (SSP)
- 1 Student appointed by ASI

curricular and programmatic proposals advance the goals of internationalizing the University's educational mission. The Committee shall also have responsibility for remaining informed of activities of the CSU Academic Council on International Programs and for reviewing and making recommendations on systemwide programs and proposals pertaining to International Programs.

Committee recommendations shall be forwarded to the Chair of the Academic Senate for placement on the Senate agenda or other appropriate action. In areas where the International Programs Committee does not have final or sole jurisdiction (e.g., program change proposals), the Chair of the Academic Senate shall forward Committee recommendations to other committees or groups, as appropriate.

#### STUDY ABROAD PROGRAMS SUBCOMMITTEE

The Study Abroad Programs Subcommittee (formerly the International Programs Subcommittee of Academic Policies) shall review applications for the CSU study abroad programs and select students for participation. The Subcommittee shall make reports to the International Programs Committee on applications reviewed and students selected. Students may appeal decisions of the Subcommittee to the International Programs Committee.

The membership of the Study Abroad Programs Subcommittee shall be appointed by the International Programs Committee. Members shall serve two-year terms. The Subcommittee shall select its own chair. Membership shall be constituted as follows:

- 5 instructional faculty, at least one of whom must be a member of the International Programs Committee (if possible, the faculty membership shall include faculty who have served as Resident Directors in Study Abroad Programs)
- 1 student support staff member or student service professional with internationally-oriented responsibilities
- 1 Director of International Programs, (ex-officio, voting)

The Academic Senate refers to the newly established International Programs Committee the 1987 Report of the ad hoc Committee on the Internationalization of the Undergraduate Curriculum and requests that the Committee review and make recommendations on the report.

Carried unanimously.

\*AS 91-53/Ex., Flr. G.E. ADMINISTRATOR, APPOINTMENT OF

The Academic Senate recommends that the President initiate in the Spring 1991 semester the search, from within the current administration, for a regular appointment to the G.E. administrator position to be completed in a timely manner.

Carried.

AS 91-54/Flr. RESOLUTION OF COMMENDATION TO JUANITA C. BARRENA

WHEREAS, During the four-year period 1987/88 - 1990/91, Professor Juanita C. Barrena served as Chair of the Academic Senate, California State University, Sacramento, and did so with complete professionalism and dedication; and

WHEREAS, The contributions that Juanita C. Barrena made to the Senate and the University during the past four years included presiding with patience and dignity over spirited debates on general education and other matters crucial to the University's life; and

WHEREAS, Juanita C. Barrena continues to demonstrate her concern for the greater community of the state university system, serving as a member of the statewide Academic Senate from 1990 to the present, a service that she will continue to perform in the future; and

WHEREAS, Juanita C. Barrena's tenure as Senate Chair featured sound leadership, good judgment, enthusiasm, frankness, openness and wit; be it therefore

RESOLVED: That the Academic Senate, California State University, Sacramento, thanks Juanita C. Barrena for her dedicated service to the campus, commends her for her significant and varied contributions to her university, and wishes her many more years of active campus and community service.

Carried unanimously.

AS 91-55/Flr. RESEARCH ASSIGNED TIME PROGRAM, FUNDING OF

The Senate reaffirms its endorsement of the research assigned time program. The Senate wishes the program to be maintained at least at the level of ten faculty positions. But, in light of the budgetary crisis and the direct instructional needs, at



this point the Senate recommends against the restoration (or the increase) to fifteen faculty positions and recommends that those faculty positions be delegated to the Vice President for Academic Affairs to be used to address the vital instructional needs as they are identified by the school deans.

Tabled.

The hour of adjournment having been reached, the following items were postponed to the May 16, 1991, Senate meeting:

AS 91- 49/CODE/AA, Ex. SEXUAL HARASSMENT POLICY [Amends  
PM 85-17]

AS 91-50/Ex. FACULTY PROFESSIONAL ETHICS, STATEMENT OF (In  
response to AS 90-9)

AS 91-51/AP, Ex. ASSESSMENT POLICY, CSUS

AS 91-56/Flr. ATHLETICS, PRIORITIES IN

The meeting was adjourned at 4:45 p.m.

  
Janice McPherson, Secretary

\*President's approval requested.