

Jan

2000-2001
FACULTY SENATE
California State University, Sacramento

AGENDA

Thursday, February 15, 2001
Foothill Suite, University Union
3:00 -5:00 p.m.

OPEN FORUM

DISCUSSION

Whether or not the Faculty Senate should make a statement regarding CFA-CSU contract negotiations. --45 minutes time limit

Academic Senate of the California State University, Resolutions "Urging Outside-of-Bargaining Assessment of Merit Pay Policies" and "Merit Pay Principles and Future Contract Bargaining" (Attachment F-1). [Statewide Senator Cristy Jensen]

Academic Senate, California State University, Stanislaus "Resolution of No Confidence in Chancellor Reed" (Attachment F-2).

Academic Senate of California Polytechnic State University, "Resolution on Status of CFA-CSU Contract Negotiations" (Attachment F-3).

CONSENT CALENDAR

FS 01-06/FPC, Ex. ADMINISTRATORS, POLICY AND PROCEDURES ON APPOINTMENT OF

The Faculty Senate recommends adoption of the policy statement on "Faculty Consultation with the President on the Appointment of Administrators (Attachment A).

FS 01-07/CPC, Ex. REGIONAL AND CONTINUING EDUCATION (RCE) COURSE APPROVAL POLICY (Supersedes AS 82-47)

[Note: Refer to Attachment B for background provided by the Curriculum Policies Committee.]

The Faculty Senate recommends that the following supersede current campus policy (University Manual UME04200; adopted in AS 82-47) entitled "Extended Learning Program":

Policy Name: Regional and Continuing Education

Needs clarification re principles from 2 documents on line

New RCE credit courses must be submitted through the regular curriculum review process.

New RCE courses offered for CEUs will require the approval of the department and the College Dean.

New RCE non-credit courses will be subject only to internal RCE review.

FS 01-08/Ex. YEAR-ROUND OPERATIONS (YRO) COUNCIL WORKGROUPS,
FACULTY APPOINTMENTS TO

[Note: Refer to Attachment C for complete membership of each workgroup.]

Budget Allocation Methodology Workgroup:

1. TED LASCHER, CUP/Executive Committee Member (MPPA)

Compensation Workgroup:

1. KENT MEYER, At-large Faculty (Accountancy)

Facilities and Space Planning Workgroup:

1. JAMES HILL, At-large Faculty (Chemistry)

Marketing and Promotion Workgroup:

1. VAL SMITH, Communication Studies Faculty
2. JOSEPH KILPATRICK, Marketing Faculty

Operations Workgroup:

1. HERB BLAKE, At-large Faculty (Management)

Policy and Long-range Planning Workgroup:

1. DAVE EVANS, At-large Faculty (Geology)
2. SUSAN TAYLOR, At-large Faculty (Social Work) - *pending confirmation*

Student Support Services Workgroup:

1. SUE COTE, At-large Faculty (Criminal Justice)
2. MARILYN KENT, At-large Faculty (Social Work) - *pending confirmation*

FS 01-09/CPC, Ex. PROGRAM CHANGE PROPOSAL

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

Communication Studies M.A.: Reduces the number of primary areas of study in the M.A. Communication Studies program by eliminating Public Affairs and Issue Management.

CONSENT INFORMATION**FS 01-03/Ex. VICE PRESIDENT FOR FACILITIES MANAGEMENT, SELECTION ADVISORY COMMITTEE FOR**

ED DAMMEL, At-large Faculty (Civil Engineering)
JENNIFER WARE, At-large Faculty (Library)

FS 01-04/Ex. DEAN, COLLEGE OF HEALTH AND HUMAN SERVICES, SELECTION ADVISORY COMMITTEE FOR

ROSE CARTER, At-large Faculty (Biological Sciences)
ROBERTO POMO, At-large Faculty (Theatre and Dance)

FS 01-05/Ex. ACADEMIC CALENDAR YEAR-ROUND OPERATION—SUMMER 2001

The Executive Committee on behalf of the Faculty Senate recommends adoption of the “Summer 2001 ‘Semester’ (Term ‘01Y’ on SIS+) Session Dates, Registration Deadlines and Procedures, Grade Cycles” (Attachment D).

REGULAR AGENDA**FS 01-01/Flr. MINUTES**

Approval of the Minutes of December 7 (#7), 2000.

FS 01-02/Flr. 2001-2002 COMMITTEE ON COMMITTEES

The Faculty Senate elects college representatives to the 2001-2002 Committee on Committees, as follows: [see Attachment E for eligibility by college]

FIRST READING

[Discussion only—unless extended by majority vote; no action.]

FS 01-10/Ex. 120 SEMESTER UNIT REQUIREMENT, RESOLUTION ON

[BACKGROUND: In ^{July} ~~May~~ 2000 the Board of Trustees of the California State University approved changes to the Bachelor's Degree requirements by setting a new minimum of 120 units (the old minimum was 124 units). With this change, students must still fulfill all of their graduation requirement, however if after doing so they have accumulated at least 120 units, they can graduate. The change goes into effect beginning with the 2000-01 academic year.*

** California Code of Regulations, Title 5 Education, Division 5 Board of Trustees of the CSU, Chapter 1 California State University, Subchapter 2 Educational Program, Article 6*

Undergraduate Degrees, §40508 The Bachelor's Degree: Total Units (http://ccr.oal.ca.gov/cgi-bin/om_isapi.dll?clientID=1429158&infobase=ccr&softpage=Browse_Frame_Pg42)

This proposed resolution is intended to modify the information contained in the CSUS 2000-2002 Catalog (page 77) and all related advising sources of information.

For many programs, the combination of 51 units of General Education (GE) and the unit requirements in the major exceed 120. The proposed resolution/policy does not mandate that these programs reduce their unit requirements.]

RESOLUTION ON THE 120 MINIMUM UNIT GRADUATION REQUIREMENT

- WHEREAS: The Board of Trustees of the California State University have set 120 as the minimum number of semester units required for awarding the Baccalaureate degree, and
- WHEREAS: The faculty of the California State University, Sacramento have primary responsibility for academic programs and policies; therefore be it
- RESOLVED: That, student graduation requirements shall include 1) completing the University's General Education requirement - 51 semester units, 2) completing the course/unit requirement in the major, and 3) completing a total of at least 120 units (inclusive of GE and major unit requirements); and be it further
- RESOLVED: That students with majors that require fewer than 69 units shall be required to accumulate additional units to reach the 120 unit minimum; and be it further
- RESOLVED: That students with majors that require greater than 69 units are unaffected by this change and will still be required to complete all the required units in the major; and be it further
- RESOLVED: That the application deadline for spring and summer 2001 graduation should be extended without penalty to allow students that have completed their GE and major requirements and accumulated the minimum of 120 units to apply for graduation this academic year; and be it further
- RESOLVED: That the University Catalog and all student advising information be updated to reflect the change in the minimum semester unit requirement.

INFORMATION

1. Request of CSU Academic Senate to recommend that CSU report periodically to the statewide Senate and the Campus Senates on the status of CMS implementation (Attachment G).
[Bob Buckley]
2. Brief report on the February 8 meeting of Campus Senate chairs.
[Bob Buckley]

3. Tentative S'2001 Senate Meetings—Thursdays, 3:00-5:00 p.m., in the Foothill Suite, University Union, unless otherwise noted:

Spring 2001		April 5	<i>tentative</i>
		April 12	Spring Recess
February 22	<i>Tentative</i>	April 19	No Meeting
March 1	<i>Tentative</i>	April 26 3:00-3:30 3:30-5:00	2001-02 Senate Nominations 2000-01 Senate Meets
March 8	<i>Tentative</i>	May 3	<i>tentative</i>
March 15	Meet	May 10 3:00-3:30 3:30-5:00	2001-02 Senate Elections 2000-01 Senate Meets
March 22	<i>Tentative</i>	May 17	<i>tentative</i>
March 29	<i>Tentative</i>	May 24	<i>tentative (Finals Week)</i>

4. Senate Home Page: <http://www.csus.edu/acse/> or CSUS Home Page *then* Administration and Policy *then* Administration *then* Faculty Senate



CALIFORNIA STATE UNIVERSITY, SACRAMENTO

TO: Executive Committee
FROM: Sylvia Navari, Chair *SN*
Faculty Policies Committee
DATE: November 15, 2000

California State University, Sacramento
6000 J Street
Sacramento, California 95819-6036

NOV 15 2000

Faculty Senate Received
413

ISSUE/ITEM: Policy and Procedures on Appointment of Administrators

The Faculty Policies Committee met on November 1, 2000, and recommends the Executive Committee's approval of the attached document, "Policy Statement—Faculty Consultation with the President on the Appointment of Administrators."

The committee believes it is important to articulate in writing the policy regarding faculty involvement in the appointment of administrators.

Attachment
SN/CD

POLICY STATEMENT

FACULTY CONSULTATION WITH THE PRESIDENT ON THE APPOINTMENT OF ADMINISTRATORS

Policy

Responsibility for the appointment of college and university administrators rests with the President. Faculty will be consulted in the selection of the CSUS administrators who are most directly involved in making decisions affecting the quality of academic programs.

Procedures

- I. The Selection Advisory Committee for positions listed on Attachment A shall normally be constituted as shown below. The Executive Committee of the Faculty Senate will be consulted if a modification of these procedures is needed.

For all positions listed on Attachment A, a voting majority of the committee shall be faculty. Except for searches for College Deans and the Director and Dean of the Library, tenured faculty members will be recommended for committee membership by the Executive Committee of the Faculty Senate, subject to confirmation by the Faculty Senate. Normally, each of the faculty members shall be selected from a different college.

In the case of the selection of a College Dean or Director and Dean of the Library, a majority of the tenured faculty members on the committee shall be recommended from the college or library faculty by the duly constituted faculty consultative body of the college or library. Other faculty shall be recommended by the Executive Committee of the Faculty Senate from the faculty-at-large. These other members shall not be from the college conducting the search. The at-large membership shall be confirmed by the Faculty Senate.

Other Committee Members

- One (1) or two (2) members selected by the President. One of these may be a representative of the community.
- One (1) member of the staff recommended by the University Staff Assembly and approved by the President.
- One (1) or two (2) student members, normally recommended by the President of the Associated Students or, in the case of the colleges, by the duly constituted student organization.

Page 2
Proposed Policy Statement on
Faculty Consultation with the President
On the Appointment of Administrators

II. Consultative Procedures for the Selection of Associate/Assistant Deans/Librarians

The policies and procedures stated in PM 86-03, dated April 8, 1986, will be followed.

III. Consultative Procedures for Other Vice Presidential/Program Center Level Positions

Composition of the Selection Advisory Committee for these other positions may include faculty. The number of faculty on the committee will be appropriate to the centrality of the position to the academic mission of the university and/or the extent of faculty expertise in the area of responsibility of the position. The Executive Committee of the Faculty Senate will be consulted concerning the number of faculty nominated to serve on search committees for other Vice Presidential and Program Center level positions.

IV. When the scope of the search process for filling acting or interim positions encompasses time frames that occur during non-academic work days, the Faculty Senate Executive Committee shall be consulted regarding the selection process for constituting the voting majority of the faculty (see Section 1, paragraph 2).

V. Membership of the Selection Advisory Committee should reflect the diversity of the campus. The individuals selected to serve on the committee should have knowledge of the competencies needed in the particular position. Members of the Selection Advisory Committee will not be candidates for the position. The committee will select its chair.

11/1/00—Approval recommended by the Faculty Policies Committee

ATTACHMENT A

Provost and Vice President for Academic Affairs
Assistant/Associate Vice Presidents in Academic Affairs
Director and Dean of the Library
Deans of Colleges

**TRANSMITTAL FORM
RECOMMENDATION FROM SENATE COMMITTEE
TO EXECUTIVE COMMITTEE**

TO: Executive Committee

California State University, Sacramento
6000 J Street
Sacramento, California 95819-6036

FROM: Tom Kando, Chair
Curriculum Policies Committee

DEC 12 2000

DATE: December 12, 2000

Faculty Senate Received
413

ISSUE: RCE Course approval policy

BACKGROUND: The 1998 RCE Program Review recommended the following course approval policy for RCE:

- (1) courses offered for academic credit should fall under the same review as the regular University curriculum.
- (2) programs offered for CEUs (e.g. *some* certificate programs) should fall under an intermediate level of review.
- (3) non-credit activities (e.g. "Wine tasting") should be subject to internal RCE review only.

On March 8, 2000, the CPC, chaired by Ann Haffer, passed a resolution approving these recommendations, and forwarded the resolution to Senate Chair Bob Buckley for Executive Committee and Senate approval.

However, no subsequent action was taken by the Executive Committee.

Therefore, the CPC placed this matter on its December 5, 2000 agenda once again. This time, the Committee rephrased the recommendation in policy language, so as to insert it into and revise the University Manual Policy on Extended Learning Program, Ref.: AS 82-47, last revised July 1, 1987.

The Committee then approved, on December 5, 2000, the following language for RCE course approval policy, to replace the existing language in AS 82-47:

"New RCE credit courses must be submitted through the regular curriculum review approval process."

"New RCE courses offered for CEUs will require the approval of the department and the College Dean."

"New RCE non-credit courses will be subject only to internal RCE review."

In addition, the name of the policy under AS 82-47 will have to be editorially changed from "Extended Learning Program" to "Regional and Continuing Education."

RECOMMENDATION: unanimous approval. The people consulted include RCE Dean Alice Tom, with whom CPC Chair Kando met again on December 11. Dr. Tom was under the impression that the new policy was already in effect. RCE has *de facto* already been operating under the new rules. Other people consulted over the past two years include dozens of RCE staff and administrators, the RCE Program Review Team, and many RCE clients, students and instructors. Documents consulted include:

The University Manual (Policy File Number UME04200, Reference AS 82-47)

The "Blue books" (Section II -- Course Proposals -- and VII -- Certificate Programs)

The RCE self study, including its proposed RCE Policy in Appendix H

Memos between Ann Haffer, Alice Tom and Bob Buckley on 3/8/00, 3/15/00, 3/23/00, and 3/27/00

The 3/8/00 CPC Resolution approving the Program Review Recommendations.

ARGUMENTS FOR: The chief argument for the proposed policy is that RCE needs to speed up the time-to-market for new offerings, so as to capture the demand that prompts a new offering in the first place. The proposed policy in no way alters or waters down the approval process for for-credit courses. It merely eliminates needless delay and bureaucracy for the other two types of courses -- those taken merely for CEUs, and self-enrichment classes taken for no credit or certification at all.

ARGUMENTS AGAINST: none



University Manual

California State University, Sacramento

Policy Name: Extended Learning Program

Ref: AS 82-47

Effective:

Last Revision Date: July 1, 1987

Policy Administrator: Vice President, Academic Affairs

Index cross-references: Continuing Education

Policy File Number: UME04200

RCE
~~Extended Learning~~ credit courses must be submitted through the regular curriculum review approval process each time they are offered.

RCE
~~Extended Learning~~ non-credit courses will be required to follow the same initial procedures as credit courses. However, once approved they may be offered four times without further review unless there is a change of instructor or content, or unless otherwise requested by the supporting academic unit(s).



Return to [University Manual Index](#), [CSUS Home Page](#).

DRAFT
YRO Council
Membership, Charge and Suggested Workgroups
November 27, 2000

Charge

- Set overall goals, objectives, and policies for YRO
- Set enrollment goals for summer
- Direct the overall planning and implementation of a state-supported summer semester by Summer 2002
- Address campus YRO policy issues in relation to CSU system policy and ensure that broad input is considered from the campus community
- Ensure that the campus community is well informed as YRO plans are defined
- Define and oversee workgroups to address specific implementation issues
- Respond to policy issues identified by workgroups
- Coordinate assessment of YRO

Membership

- Co-Chairs
 - President (Gerth)
 - Senate Chair (Buckley)
 - ASI President (Bryant)
- One Community College representative
- One K-12 representative
- One Senate Executive Committee member (in addition to Senate Chair)
- One Student representative in addition to ASI President
- One College Dean
- One Department Chair
- Two staff representatives

Committee Staff

- Associate Vice President for Academic Affairs (Shulock)
- Director of YRO/Evening/Weekend (Glasmire)
- Associate Vice President for Enrollment Management (Gravenberg)

Meeting Schedule

- Monthly
- Special meetings may be scheduled as needed to address important, time sensitive policy issues identified by various workgroups

WORKGROUPS: MEMBERSHIP AND ISSUES

1. Operations

Chair: Glasmire

Members: Registrar (Hall), Asst. to Registrar (Trigales), RCE Registration Coordinator (Jimenez), Assoc. Director of Financial Aid (Yi), Administrative Computing (Barrick), Academic Services (Favila), Coordinator Space Management (Ramos), Director of Student Financial Services (Tapella), Graduate Studies (Entrican), one faculty, one student

Issues:

- Class Schedule
- Final Exam schedule
- Admission policies and procedures
- Registration policies and procedures
- Fee policies and procedures
- Financial aid policies and procedures
- Grading Cycles
- Criteria for Enrolling in YRO
- Administrative system modifications

2. Associate Deans Group

Chair: Shulock

Members: All Associate Deans

Issues:

- Course criteria
- Schedule coordination
- Faculty assignments
- Resource issues
- Use of distance and distributed learning in summer
- Other common issues where deans can share ideas

3. Compensation

Chair: David Wagner

Members: Glasmire, Shulock, Self, College Dean, Department Chair, one faculty, Orman, Sato, Gravenberg, CFA representative, CSEA representative

Issues:

- Faculty compensation policies and practices
- Faculty workload
- Staff Compensation
- Staff workload and scheduling
- Fee Waivers

4. Budget Allocation Methodology

Chair: Shulock

Members: Noble, Halbrook, Sullivan, Pittman, Wagner, Gravenberg, Gillott-Monsoor, one CUP faculty, one CUP staff

Issues:

- Costs of summer programs and activities
- Requests for summer funding
- Funding priorities and principles
- Method for distribution of marginal cost funding to instructional and support units

5. Facilities and Space Planning

Chair: Brown

Members: Associate VP for Facilities Management, Braverman, Cockrill, Ramos, Davis, Shea, Glasmire, one faculty, one student, one staff

Issues:

- Building usage during summer
- Costs for utilities, maintenance, custodial services
- Maintenance
- Displacement of current summer activities (e.g., NYSP, Boys/Girls State, Academic Talent Search, Sports Camps)
- Classroom assignment issues (e.g., concentrating classrooms in specific buildings during summer to minimize utility and maintenance costs)
- Faculty office space
- Library utilization
- Food service venues

6. Academic Calendar

Chair: Gray

Members: Glasmire, Buckley, two faculty, two students, Don Taylor, college dean, department chair, Hall, Taniguchi, Favila

Issues:

- Length of terms
- Trimester
- Intersession
- Grading dates and policies
- Catalog issues
- Curriculum issues

7. Student Support Services

Chair: Glasmire

Members: Braverman, J. Harris, Cockrill, Griffith, Camera, Ackerson, Davis, Taniguchi, two faculty, three students, one staff

Issues:

- Expanding summer staffing of services
- Availability of on-campus housing and impact on summer events
- ASI operation
- Student Activities
- Food service
- Library
- Advising
- Retention programs

8. Marketing and Promotion

Chair: Ann Reed

Members: Welch, two department chairs, one Communications Studies faculty, one Marketing faculty, two students, Hall, Favila, RCE marketing staff

Issues:

- Communication plan to keep campus community informed about YRO plans
- Consistency of messages
- Communication among workgroups
- Marketing plan targeted to audiences
- YRO Website

Summer 2001 "Semester" (Term "01Y" on SIS+)
Session Dates, Registration Deadlines and Procedures, GradeCycles
(Approved by the Executive Committee on behalf of the Faculty Senate)

General Principles

We have defined the registration procedures, add/drop dates, refund dates, Census dates, etc. to parallel the Fall/Spring semester policies and procedures as closely as possible. Because the session lengths and structure are different from an ordinary 15-week semester, some adjustments are necessary.

The Sessions have been defined as follows:

- Session A, Early Summer – June 4 through July 15**
- Session B, Mid Summer – July 16 through August 26**
- Session C, Full Summer – June 4 through August 26**

For Sessions A and C, students may add a course after the first day of instruction but before the registration deadline of June 15. However, decisions on class cancellations due to low enrollment will be made prior to the first day of instruction. Consequently, students are encouraged to register prior to the first day of class.

For Session B, decisions on class cancellations due to low enrollment will be made based on registrations received by June 15. Consequently, students are encouraged to register prior to this date. If the course is not cancelled and has room to accommodate students, adds will be accepted from June 16 through the July 27 add deadline for Session B.

The add and drop deadlines have been defined for each of the three sessions and will be in effect regardless of when course begins within the session. This means that shorter courses within a specific session must adhere to the same add/drop deadlines as all courses offered within that session, as is true in Fall/Spring.

Grade cycles are also defined by session, which means that grades will be reported by faculty and recorded on SIS+ at the end of each session regardless of when a course ends.

The attached charts show the registration, add, drop, refund, Census and grade cycle dates for each session.

Session A, Early Summer – June 4 through July 15

CASPER	May 14 – 25	Students may register via CASPER for courses once fees have been paid. A CASPER Fee Statement form will be provided in Summer 2001 section of the Annual Schedule. Disabled student and class level priority order is the same as Fall/Spring. If the class is closed because of enrollment limits, an Add Permit or the Summer "semester" registration form with instructor approval will be required. Students may obtain an Add Permit from the department office or use the Summer "semester" registration form in the Annual Schedule.
CASPER Plus	May 30 – June 4	Students may register for courses via CASPER Plus until the class begins as long as space is available in the course and the course remains available for telephone/web registration (VRU Flag = Y). Once the class begins or if the class is closed because of enrollment limits, an Add Permit or the Summer "semester" registration form with instructor approval will be required. Students may obtain an Add Permit from the department office or use the Summer "semester" registration form in the Annual Schedule.
Class cancellations	First day of instruction	To require instructor approval once a class has started, Departments will need to set the VRU flag for the course to "D" (drop only) as they do during the Fall/Spring semesters. Students may add a course after the first day of instruction but before the registration deadline of June 15. However, decisions on class cancellations due to low enrollment will be made prior to the first day of instruction. Consequently, students are encouraged to register prior to the first day of class.
Add deadline and Census date	June 15	Once the class begins or if the class is closed because of enrollment limits, an Add Permit or the Summer "semester" registration form with instructor approval will be required. Add permits will be processed in department offices through June 15, after which access to SIS+ will be turned off. Students may obtain an Add Permit from the department office or use the Summer "semester" registration form in the Annual Schedule.
Drops	CASPER: May 14 – 25 and CASPER Plus: May 30 – June 15	Adds after June 15, will require instructor or department chair approval. The student must bring the approved Add Permit to the Registrar's Office for processing Students may call CASPER to drop courses just like they do during the first two weeks of the Fall/Spring semesters. Departments may also drop students on-line.
Refund deadline and Census date.	June 15	No refunds will be given for drops after June 15.
Drops after the Census date	June 15	After June 15, drops will require instructor, department chair and dean approval, similar to drops after the sixth week in Fall/Spring semester (June 15 is about the same proportion of the 6-week session as the end of the sixth week is for a Fall/Spring semester). A grade of "W" will be assigned. Drop petitions with appropriate signatures must be submitted to the Registrar's Office for processing.
Adds/Drops during last week of the session	After July 6	No adds or drops will be accepted (similar to final week of Fall/Spring semester)
Grade rosters for all Session A courses distributed to faculty	July 11	CasperWeb grading will be available
Grades due from faculty	July 18	
Grades posted on SIS+ and available to students	July 20	

Session B, Mid Summer – July 16 through August 26

CASPER	May 14 – 25	Students may register via CASPER for courses once fees have been paid. A CASPER Fee Statement form will be provided in Summer 2001 section of the Annual Schedule. Disabled student and class level priority order is the same as Fall/Spring. If the class is closed because of enrollment limits, an Add Permit or the Summer "semester" registration form with instructor approval will be required. Students may obtain an Add Permit from the department office or use the Summer "semester" registration form in the Annual Schedule.
CASPER Plus	May 30 – June 15	Students may register for courses via CASPER Plus as long as space is available in the course and the course remains available for telephone/web registration (VRU Flag = Y). If the class is closed because of enrollment limits, an Add Permit or the Summer "semester" registration form with instructor approval will be required. Students may obtain an Add Permit from the department office or use the Summer "semester" registration form in the Annual Schedule.
Class cancellations	June 15	Students may add a course from June 16 through the July 27 add deadline. However, decisions on class cancellations due to low enrollment may be made on or before the June 15 date. Consequently, students are encouraged to register prior to the registration deadline.
Adds after June 15 but before July 16	June 18 through July 13	Students submit Add Permits or the Summer "semester" registration form to the Registrar's Office. No signatures will be required if the course is open and the student meets all registration prerequisites. The Registrar's Office will add the student once fee payment is verified. If the class is full, the student must obtain instructor approval on the Add Permit or Summer "semester" registration form and then submit it to the Registrar's Office for processing. Students may obtain an Add Permit from the department office or use the Summer "semester" registration form in the Annual Schedule.
Adds after Session begins and prior to Census date	July 16 through July 27	Students must obtain instructor approval to add once the session begins. After obtaining approval, Add Permits or Summer "semester" registration forms must be submitted to the Registrar's Office for processing.
Add deadline and Census date	July 27	Adds after July 27 will require instructor or department chair approval. The student must bring the approved Add Permit to the Registrar's Office for processing.
Drops	CASPER: May 14 – 25 and CASPER Plus: May 30 – June 15	Students call CASPER to drop courses just like they do during the first two weeks of the Fall/Spring semesters. Departments may also drop students on-line.
Drops after CASPER Plus and prior to drop deadline	June 15 through July 27	Students may drop without penalty by submitting a drop petition to the Registrar's Office. No signatures required.
Refund deadline and Census date.	July 27	No refunds will be given for drops after July 27.
Drops after the Census date	July 27	After July 27, drops will require instructor, department chair and dean approval, similar to drops after the sixth week in Fall/Spring semester (July 27 is about the same proportion of the 6-week session as the end of the sixth week is for a Fall/Spring semester). A grade of "W" will be assigned. Drop petitions with appropriate signatures must be submitted to the Registrar's Office for processing.
Adds/Drops during last week of the session	After August 17	No adds or drops will be accepted (similar to final week of Fall/Spring semester)
Grade rosters for all Session B courses distributed to faculty	August 22	CasperWeb grading will be available.
Grades due from faculty	August 29	
Grades posted on SIS+ and available to students	August 31	

Session C, Full Summer – June 4 through August 26

CASPER	May 14 – 25	Students may register via CASPER for courses once fees have been paid. A CASPER Fee Statement form will be provided in Summer 2001 section of the Annual Schedule. Disabled student and class level priority order is the same as Fall/Spring. If the class is closed because of enrollment limits, an Add Permit or the Summer "semester" registration form with instructor approval will be required. Students may obtain an Add Permit from the department office or use the Summer "semester" registration form in the Annual Schedule.
CASPER Plus	May 30 – June 4	Students may register for courses via CASPER Plus until the class begins as long as space is available in the course and the course remains available for telephone/web registration (VRU Flag = Y). Once the class begins or if the class is closed because of enrollment limits, an Add Permit or the Summer "semester" registration form with instructor approval will be required. Students may obtain an Add Permit from the department office or use the Summer "semester" registration form in the Annual Schedule.
Class cancellations	First day of instruction	To require instructor approval once a class has started, Departments will need to set the VRU flag for the course to "D" (drop only) as they do during the Fall/Spring semesters.
Add deadline and Census date	June 15	Students may add a course after the first day of instruction but before the registration deadline of June 15. However, decisions on class cancellations due to low enrollment will be made prior to the first day of instruction. Consequently, students are encouraged to register prior to the first day of class. Once the class begins or if the class is closed because of enrollment limits, an Add Permit or the Summer "semester" registration form with instructor approval will be required. Add permits will be processed in department offices through June 15, after which access to SIS+ will be turned off. Students may obtain an Add Permit from the department office or use the Summer "semester" registration form in the Annual Schedule.
Drops	CASPER: May 14 – 25 and CASPER Plus: May 30 – June 15	Adds after June 15, will require instructor or department chair approval. The student must bring the approved Add Permit to the Registrar's Office for processing. Students call CASPER to drop courses just like they do during the first two weeks of the Fall/Spring semesters. Departments may also drop students on-line.
Refund deadline and Census date.	June 15	No refunds will be given for drops after June 15.
Drops after Census date and prior to fifth week.	June 16 through July 6	Drops will require instructor and department chair approval, similar to drops during the third through sixth week period of a Fall/Spring semester). A grade of "W" will be assigned. Drop petitions with appropriate signatures must be submitted to the Registrar's Office for processing.
Drops after fifth week	After July 6	Drops will require instructor, department chair and dean approval (similar to drops after the sixth week in Fall/Spring semesters). Drop petitions with appropriate signatures must be submitted to the Registrar's Office for processing.
Adds/Drops during last week of the session	After August 17	No adds or drops will be accepted (similar to final week of Fall/Spring semester)
Grade rosters for all Session C courses distributed to faculty	August 22	CasperWeb grading will be available.
Grades due from faculty	August 29	
Grades posted on SIS+ and available to students	August 31	

**ACADEMIC SENATE
of
THE CALIFORNIA STATE UNIVERSITY**

AS-2516-01/FA
January 18-19, 2001

Urging Outside-of-Bargaining Assessment of Merit Pay Policies

RESOLVED: That the Academic Senate of the California State University (CSU) urge the Office of the Chancellor and the California Faculty Association (CFA) to begin immediately

- an “outside of bargaining” assessment of the system’s experience with merit pay and
- consultation with other CSU constituencies and experts on the goals of the merit pay systems.

These out-of-bargaining discussions should focus on such considerations as goals and outcomes in an academic setting, Academic Senate principles, fairness, workload implications, implementation costs, and faculty diversity. The process should draw upon the experiences of comparable institutions, professional literature on the goals and outcomes of merit pay policies, and include a third-party facilitator. The report resulting from these discussions should be made available to the Academic Senate CSU and to the campuses, as well as to the CFA and to the CSU administration.

APPROVED - January 18-19, 2001

ACADEMIC SENATE
of
THE CALIFORNIA STATE UNIVERSITY

AS-2523-01/FA
January 18-19, 2001

Merit Pay Principles and Future Contract Bargaining

RESOLVED: That the Academic Senate of the California State University (ASCSU) conclude that, in the words of neutral fact-finder, Richard B. Danehy, the current FMI program "appears to be ill-conceived and poorly administered"; and be it further

RESOLVED: That the Academic Senate CSU reaffirm its commitments to the following principles stated in the report of the Merit Pay Task Force of the ASCSU, 1999:

PRINCIPLES

1. No merit pay plan shall be implemented until the CPEC faculty salary gap between the CSU and comparison institutions...is eliminated through across-the-board salary increases. Competitive salaries shall be maintained through across-the-board increases.
2. The purpose of merit pay shall be clearly stated.
3. Merit awards shall not exceed two steps on the applicable salary schedule.
4. Merit pay may be awarded in the form of bonuses, additions to base pay, or both.
5. Criteria used to decide merit awards must be clear to all parties. All members of the University community must understand how merit is defined. Faculty members eligible for awards must be informed of the criteria that will be used in making decisions, and the committees or individuals who evaluate and recommend regarding merit awards must be informed about the criteria they are to use in making decisions.
6. Decisions about who receives merit pay awards shall be by faculty at the department, school, or college level. Final decisions shall be made by the faculty, and individuals' due process shall be protected by the university president.
7. A merit pay system must be characterized by openness. The names of those recommended, those who receive awards, and the size of the awards must be public knowledge. Reasons for denial of awards shall be communicated to those denied.

8. Merit salary increases shall be awarded to individuals who demonstrate meritorious performance in one or more of the 3 recognized areas of professorial responsibility: teaching, scholarship or creative activity, and service. Awardees shall demonstrate satisfactory performance in all 3 areas. Individuals whose assignments do not include these areas shall be eligible for merit pay based on their performance in their own assignments. Determination of what constitutes meritorious and satisfactory performance shall be made by faculty on each campus. Merit pay is usually awarded to individuals, but group awards, i.e., to a program or department or team, also might be considered.
 9. The CSU recognizes and financially rewards merit by its system of ranks, i.e., Assistant Professor, Associate Professor, and Full Professor. Individuals are thoroughly and carefully reviewed for tenure and promotion several times during their career.
 10. Involvement in a merit pay system, both by those seeking awards and those determining awards, shall not require faculty to expend extraordinary amounts of time. The merit pay system should be simple and flexible, with maximum autonomy at the campus level to determine criteria and procedures.
 11. Persons seeking merit pay awards shall not serve on any committee involved in determining who receives awards.
 12. No system of merit pay shall be put into place without a fair and equitable grievance process for those denied awards.
- and be it further

RESOLVED: That the Academic Senate CSU urge the Chancellor and Board of Trustees of the California State University, and the California Faculty Association, to recognize that the Retention, Tenure and Promotion (RTP) process is a merit system that has credibility with the faculty and that any further merit-based compensation program should build upon this model and adapt it to include non-tenure-track faculty.

RATIONALE: The Academic Senate of the California State University Task Force on Merit Pay, which began its work in 1997, did an independent review of existing literature on merit pay programs, and an informal survey to ascertain attitudes of CSU faculty, prior to writing its report. The ASCSU developed a carefully crafted set of principles on which it believed any merit pay program must rest. The report of the neutral fact-finder at the end of impasse in the reopeners bargaining between CSU and CFA in 2000 corroborates much of the content of the Final Report of that task force.

SECOND READING - March 15-16, 2001

2001-2002 COMMITTEE ON COMMITTEES

Committee Meeting Schedule:

- #1: Tuesday, February 27, 3:00-5:00 p.m., SAC 275
- #2: Tuesday, March 13, 3:00-5:00 p.m., SAC 275

Committee Members:

Bob Buckley	Chair, Faculty Senate
Ted Lascher	Vice Chair, Faculty Senate
Sylvia Navari	Member, Executive Committee (FPC Chair)
Joan Bauerly	Member, Executive Committee
Tom Kando	Member, Executive Committee (CPC Chair)
Art Jensen	Member, Executive Committee
Bonnie Raingruber	Member, Executive Committee
Mary Ann Reihman	Member, Executive Committee (GEP/GRC Chair)
Tom Krabacher	Member, Executive Committee (APC Chair)
Ben Amata	Senior Library Senator
Brenda Cager	Senior Student Services Senator
PLUS:	One Senator elected from each college

Eligible College of Arts and Letters Senators

— Cliff Anderson	— Michael Fitzgerald
— Linda Buckley	— Marjorie Gelus
— Andonia Cakouros	— Maria Jaoudi
— Henry Chambers	— Joseph Klucas
— Roberta Ching	— Lorna Peters
— Linda Adair Day	— John Williams

Eligible College of Natural Sciences and Mathematics Senators

— Elaine Alexander	— Donald Hall
— Dave Evans	— James Hill
— Nick Ewing	— Roger Leezer

Eligible College of Social Sciences and Interdisciplinary Studies

— Susan Algert	— Ken DeBow
— Bruce Behrman	— Peter Lund
— Mary Brentwood	— Otis Scott
— Rita Cameron Wedding	— Senon Valadez

Eligible College of Business Administration Senators

— Kent Meyer	— Craig Stanley
— MIS (vacant)	— Laurence Takeuchi

Eligible College of Education Senators

— Guy Deaner	— Nathan Smith
— Janet Hecsh	— Terry Underwood
— Linda Nowell	— Pia Wong
— Francisco Reveles	

Eligible College of Engineering and Computer Science Senators

— Andrew Banta	— George Kostyrko
— Jean-Pierre Bayard	

Eligible College of Health and Human Services Senators

— Jude Antonyappan	— Ernest Uwazie
— Ed Barakatt	— Erik Rosegard
— Marilyn Kent	— Joe Russell
— Louis Elfenbaum	— Celeste Roseberry-McKibbin
— John Maxwell	

ACADEMIC SENATE
California State University, Stanislaus

COPY

RESOLUTION OF NO CONFIDENCE IN CHANCELLOR REED

WHEREAS, CSU Management has taken the unprecedented step in imposing a contract on the Faculty for the second straight year; and

WHEREAS, CSU Management approved imposition in the face of conclusions of the neutral fact-finder, who supported the positions of the Faculty; and

WHEREAS, Chancellor Charles B. Reed's request for these extreme and unfair measures continues a policy of confrontation which disenfranchises the Faculty; and

WHEREAS, the Faculty firmly believe that the Chancellor's Office has dealt in bad faith and has continued to present deceptive information about the bargaining process and faculty compensation both to the faculty and the media, continuing a policy of obfuscation; and

WHEREAS, the actions of the Chancellor are a direct insult to those most central to the success of the CSU's mission, the instructional Faculty; **THEREFORE**, be it

RESOLVED that the Academic Senate of California State University, Stanislaus express no confidence in Charles B. Reed and urge the Board of Trustees to replace him with a Chancellor whose attitude toward the faculty is one of respect rather than scorn; and be it further

RESOLVED that the Academic Senate of CSU, Stanislaus urge the Faculty to hold a general referendum on confidence in Chancellor Reed; and be it further

RESOLVED that the Academic Senate of CSU, Stanislaus calls upon the Academic Senate CSU to hold a vote on confidence in the Chancellor; and be it further

RESOLVED that the Speaker of the Faculty inform the President of CSU, Stanislaus that, under these imposed conditions, the Faculty of CSU Stanislaus may only work to contract, and may refuse to act on system-wide initiatives until such time as Chancellor Reed, or preferably his successor, treats the Faculty with respect; and be it further

RESOLVED that this resolution shall also be distributed to the newspapers in the University's six-county service area along with an explanation of Chancellor Reed's actions and the reasons the Faculty feel compelled to take these actions; and be it further

RESOLVED that copies of this resolution be transmitted to the Academic Senates of the other CSU campuses, urging them to act in a manner similar to that of the Academic Senate of CSU, Stanislaus.

1/30/01, Passed by the Academic Senate without dissent.

Adopted:

ACADEMIC SENATE
Of
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, CA

AS-___-01/EC
RESOLUTION ON
STATUS OF CFA-CSU CONTRACT NEGOTIATIONS

WHEREAS, The California State University (CSU) has imposed its contract on the faculty of the CSU at the conclusion of the last two rounds of contract negotiations; and

WHEREAS, The current Faculty Merit Increase (FMI) program has been a major point of disagreement between the CSU and the California Faculty Association (CFA) in contract talks; and

WHEREAS, After a thorough hearing of both sides, independent arbitrator Richard B. Danehy recently issued a Fact Finder's Report that stated that the FMI program "appears to be ill conceived and poorly administrated"; and

WHEREAS, The Academic Senate of the CSU has endorsed the report of its merit pay task force and the recommendations of that report; and

WHEREAS, The salaries of the faculty of the CSU remain below the average salaries of those faculty of the CPEC comparison institutions, even though there have been substantial salary increases for the past three years; and

WHEREAS, Low salaries, high faculty workload and continual contract disputes, together with California's high cost of living, have seriously hampered the ability of the CSU to hire and retain good faculty; and

WHEREAS, The CFA and the CSU are about to begin a new series of negotiations for a successor contract; therefore, be it

RESOLVED: That the Academic Senate of Cal Poly urge the administration of the CSU to abandon the current FMI program; and be it further

RESOLVED: That any future merit pay program be one based on the recommendation of the merit pay task force report of the Academic Senate CSU; and be it further

RESOLVED: That criteria for "awards" in any merit pay program be made explicitly clear and public for each level of evaluation (i.e., departments, department chairs, deans, provosts, and presidents); and be it further

RESOLVED: That the Academic Senate of Cal Poly urge that CFA and CSU work together to conclude contract negotiations in a timely manner and in such a way that will not have a negative impact on the efforts to recruit and retain new faculty.

Proposed by: Academic Senate Executive Committee
Date: January 30, 2001
Revised: February 5, 2001

CSU SENATE CHAIRS MEETING

Thursday, February 08, 2001

RECOMMENDATION TO CSU TO REPORT PERIODICALLY ON THE STATUS OF CMS IMPLEMENTATION.

CSU did not choose to seek specific designated state funding for CMS nor was any designated by the state. Consequently, CMS is funded entirely out of the annual state budget allocation to CSU. The cost to each campus is “taken” from the individual campus allocations. The cost to each campus results in a reduction in undesignated funding.

For those campuses currently involved in the implementation of CMS, the ongoing operational costs have been significant. This includes the daily commitment and diversion of significant human resources from normal institutional support to the support for implementation of CMS.

The Senate is requesting that the Chancellor’s office provide a periodic report on the cost and impact of the implementation of CMS.

Furthermore, the Senate recommends that the Chancellor’s office work with the Academic Senate to establish the specifications for such a report and a schedule for periodic reporting to both the CSU Senate and to individual campus Senates.

Possible information to be included in the report could be:

The original estimated costs (circa September 1999) and the distribution of these costs to each campus. This would include the schedule of the “payments” to be made by each campus from start to final deployment, defined by full conversion.

The changes to the original estimated costs and the changes to the distribution of these costs to each campus, showing total costs and the annual cost assessments.

Costs figures should be identified by category and should include all direct and indirect assessments associated with CMS. This would include changes in consulting costs as well as training and support costs.

The status of the deployment of CMS at each of the campuses. Which subsystems are being implemented and the schedule for implementation.

The approach taken by Cleveland State University to the “management” oversight of the project was to hire an independent firm to do project management. The report should identify the process and entities responsible for project management of the CMS project at CSUS.

Information should be provided on the status and impact of deploying each CMS subsystem (Human Resource Subsystem, Finance Subsystem, and Student Administration Subsystem).

Cost comparisons should be provided showing initial costs specified for the PeopleSoft “vanilla” versions and the additional cost resulting from customizing each of the subsystems.