

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 #12

May 11, 1983

ROLL CALL

Present: Barkdull, Beeklick, Borer, Bossert, Boyes, Brackmann, Cavaghan, Charlton, Collins, Esquerra, Gillespie, Haq, Heidecker, Hill, Kerster, Kostyrko, Livingston, Maxwell, McDaniel, McGillivray, Meeker, Morrow, Phillips, Raske, Rue, Scott, Semas, Shattuck, Spray, Swanson, Stroumpos, Tanaka, Torzyn, Urone, Wade, Whitney

Absent: Bohr, Elfenbaum, Fenley, Kearney, Krebs, Reinelt, Stephens

A regular meeting was convened by Alan Wade, Wednesday, May 11, 1983, at 2:15 p.m. in Psych-153.

INFORMATION

Statewide Academic Senator Peter Shattuck's report on May 4-6, 1983 meeting of CSU Academic Senate (ATTACHMENT B).

ACTION ITEMS

AS 83-36/Flr. MINUTES

The Minutes of April 13, 1983, are approved.

Carried unanimously.

*AS 83-37/Ex. COMMITTEE APPOINTMENTS

Administration/Business Affairs Budget Committee:
JAMES HILL (repl. for L. Heidecker)

ad hoc Committee to Select Candidates for Acting Dean, School of Business and Public Administration: ROBERT CURRY,
At-large

Carried unanimously.

AS 83-38/Ex. REFERENDUM ON AD HOC COMMITTEE ON CONTINGENCY PLANS FOR INSTRUCTIONAL PROGRAMS

The ad hoc Committee on Contingency Plans for Instructional Programs has submitted its report and been discharged. In the event the Senate must convene a similar committee next year, the referendum results will be used as a guideline in constituting the committee.

Carried. (Hand Vote: yes - 14; no - 9)

*AS 83-39/Ex. ACADEMIC CLOSELY RELATED LAYOFF COMMITTEE

The Academic Senate approves amendment of the Faculty Manual section 5.24.02 as follows:

5.24.02, fifth paragraph

An Academic Closely-Related Layoff Committee composed of three academic closely-related employees shall be nominated by the Academic Senate Executive Committee and appointed by the Academic Senate. The Academic Closely-Related Layoff Committee shall monitor and review the academic closely-related layoff processes and procedures and may make recommendations to the President on the modification of layoff procedures and their future implementation. The Committee shall also make recommendations to the President on the breaking of ties in length of service of tenured employees within a class. (See Section 5.24.04.)

Carried unanimously.

AS 83-40/Ex. FACULTY MAINTENANCE AND STAFFING POLICY RESOLUTION

The Academic Senate, CSU, Sacramento, approves the following resolution:

RESOLVED: That the Academic Senate, CSU, Sacramento, request that in hiring decisions the Executive Vice President require schools and departments to adhere to the policies in Section 5.22.00 (Faculty Maintenance and Staffing Policy) of the Faculty Manual.

Carried unanimously.

AS 83-41/GPPC, Ex. POLICY ON WRITING PROFICIENCY FOR FOREIGN GRADUATE STUDENTS

The Academic Senate refers sections 3, 4, and 5 of the "Policy Relating to Writing Proficiency for Graduate Students" back to the Graduate Policies and Programs Committee.

Carried.

AS 83-42/Ex. PRESIDENTIAL SELECTION ADVISORY COMMITTEE

Upon nomination by the Academic Senate of three faculty from Arts and Sciences, three faculty from the professional schools, and three faculty at large, one faculty member will be elected from each of the three areas by all eligible voting faculty. The person receiving the plurality vote in each area will be elected. The nomination-election to be conducted by the Academic Senate on May 11, 1983, will be by secret ballot, under the auspices of the Senate Election Committee. Faculty members must have consented to serve prior to being nominated.

Nominees:

Arts and Sciences	-	Juanita Barrera Vernon T. Hornback Hortense Thornton
Professional schools	-	Marilyn Hopkins James Livingston William Neuman
At-large	-	Isabel Hernandez-Serna John Rehfuss Harriet Taniguchi

Carried.

AS 83-43/CC, GPPC, Ex. REPORT OF THE GRADUATE POLICIES AND PROGRAMS COMMITTEE AND THE CURRICULUM COMMITTEE ON CONTINGENCY PLANS FOR INSTRUCTIONAL PROGRAMS

The Academic Senate, CSU, Sacramento, approves and transmits to the University Planning Committee the "Report of the Graduate Policies and Programs Committee and the Curriculum Committee on Contingency Plans for Instructional Programs" (see Attachment A).

Carried. Roll Call Vote: YES - 19; NO - 8.

YES: Bossert, Cavaghan, Charlton, Collins, Esquerra, Kerster, Livingston, Maxwell, McDaniel, Meeker, Raske, Scott, Semas, Shattuck, Spray, Torzyn, Urone, Wade, Whitney

NO: Beelick, Heidecker, Hill, McGillivray, Morrow, Rue, Swanson, Stroumpos

AS 83-44/Ex. COMMENDATION - AD HOC COMMITTEE ON CONTINGENCY PLANS FOR INSTRUCTIONAL PROGRAMS

The Academic Senate commends the ad hoc Committee on Contingency Plans for Instructional Programs for its work and expresses appreciation for the amount of time and effort involved in accomplishing the task in such a short time. Those involved in this work were: Marsha Dillon, Richard Fish, Otis Scott, Marilyn Thompson, Pennie Provo, Anne-Louise Radimsky, David Weinerth, and Bill Dillon.

Carried unanimously.

*AS 83-45/Ex. POLICY FOR BREAKING OF TIES IN LENGTH OF SERVICE OF TENURED EMPLOYEES

The Academic Senate recommends approval of the following policy for the breaking of ties in length of service of tenured employees:

The primary emphasis in making layoff decisions must ultimately be the consideration of the educational goals and requirements of the University. By the time these tie breaking procedures would be employed, such considerations that affect units with employees who will be laid off will have been made by the president in consultation with the designated faculty bodies.

Also, by the time these procedures would be employed, all attempts to avoid the need for layoffs shall have been exhausted. In particular, senior personnel should be encouraged to retire if retirement could be accomplished with minimal financial loss to the individual and the action would avoid the layoff of a junior employee.

The factors involved in breaking ties in length of service shall be employed in the following order until the tie is broken:

- 1) The person whose loss would have the least impact on the affirmative action goals of the unit shall be laid off.
- 2) The person of lesser rank shall be laid off.
- 3) The person with the least total time in service on the campus, including part-time and time before break in service, shall be laid off.
- 4) The person with the least total time in service to the California State University system, including part-time and time before break in service, shall be laid off.
- 5) The person with the least time in service to an institution of higher education shall be laid off.
- 6) If the tie has not been broken, the selection of the person to be laid off shall be determined by lot.

Carried.

AS 83-46/Flr. RESOLUTION OF APPRECIATION - PRESIDENT W. LLOYD JOHNS

WHEREAS, W. Lloyd Johns came to California State University, Sacramento, as Executive Vice-President at a time when relations between the administration and the faculty were in serious disarray, and

WHEREAS, W. Lloyd Johns subsequently was named President of CSU, Sacramento, a position which he has filled for five years, and

WHEREAS, During his six years on this campus, W. Lloyd Johns has demonstrated competence, capacity, and a commitment to the basic values of higher education, and has as a result helped overcome the bitterness that once divided the campus, and

WHEREAS, W. Lloyd Johns has ably and effectively represented CSU, Sacramento, within the wider community of the Sacramento area, and

WHEREAS, W. Lloyd Johns has accepted the position of President of Gallaudet College and will soon leave Sacramento, therefore be it,

RESOLVED, That the Academic Senate, CSU, Sacramento, express its appreciation for the years of service which W. Lloyd Johns has given to this campus, and be it further

RESOLVED, That the Academic Senate of California State University, Sacramento, offer its congratulations to W. Lloyd Johns on his new appointment and wish him continued success.

Carried unanimously.

The meeting was adjourned at 4:15 p.m.

Janice McPherson
Janice McPherson, Secretary

JM/CD

*President's approval requested.

April 27, 1983

TO: Alan Wade, Presiding Member
Academic Senate

FROM: Marsha J. Dillon, Presiding Member
Ad Hoc Committee on Contingency Plans for Instructional
Programs

SUBJ: Report of the Graduate Policies and Programs Committee
and the Curriculum Committee regarding Contingency Plans
for Instructional Programs

Pursuant to Academic Senate resolutions AS 83-15 through AS 83-18, approved on March 9, 1983, the Graduate Policies and Programs Committee and the Curriculum Committee have met and adopted the following report. I am writing to transmit it to the Executive Committee of the Academic Senate.

On April 6, 1983, the Senate approved a statement of program priorities and of criteria and process to govern program evaluation. By this act, it authorized the Ad Hoc Committee on Contingency Plans for Instructional Programs to evaluate academic programs and to develop recommendations to the Graduate Policies and Programs Committee and the Curriculum Committee to govern identification and implementation of possible budgetary reductions for 1983-84. These two committees had established the Ad Hoc Committee and appointed several of their members to it as follows: Marsha Dillon, Richard Fish, Otis Scott, Marilyn Thompson, Pennie Provo, Anne-Louise Radimsky, David Weinerth. At their respective meetings on April 25, 1983, the Graduate Policies and Programs Committee (by a vote of 9-0-1) and the Curriculum Committee (by a vote of 10-0-0) approved the report of the Ad Hoc Committee.

The Ad Hoc Committee began its work by summarizing and evaluating pertinent information about program need, student enrollment, faculty positions, and program quality. It found this information in the existing program review documents, program representatives' reports of significant subsequent changes in program quality, and the most recent quantitative data supplied by the office of Academic Affairs Research.

While going about its work, the Committee discovered that it could not complete it as originally specified for the following reasons:

- a. Information about program need is sketchy at best. Further investigation of appropriate sources is necessary to discover sufficient information about program need.
- b. Data revealing student enrollment and faculty positions are readily available under the categories of FTES, FTEF, and SFR by level, degrees completed, faculty status and utilization, number of majors, average enrollment in sections, and number of courses and sections. The Committee did not have time to do more than summarize recent trends in some of these categories.
- c. Existing program review documents discuss the quality of academic units, but not the quality of individual programs in detail.

The Committee has been able to identify some of the management tools that are needed if budgetary decisions are to take into account the relative quality of academic programs. The Committee is presently preparing a separate set of recommendations designed to refine the regular program review process to elicit more specific information about academic programs.

As a consequence of the limitations imposed by the nature of the available information and the shortage of time to complete the work, the Ad Hoc Committee has not been able to evaluate individual programs to the extent necessary to recommend specific budgetary reductions. Instead, the Committee has developed several recommendations of a more general nature to guide anyone who may in future have to identify and effectuate such reductions.

1. The Committee recommends that academic program priorities used for the purpose of budgetary reductions be those contained in the University Planning Committee's "University Planning Profiles for Academic Units" (April 18, 1980) and subsequent "Program Planning and Budgeting" documents from the Academic Affairs Budget Committee and that they be modified as necessary to reflect University Planning Committee action on the most recent school and department requests for changes in existing priorities.

Rationale: The Committee recommends against a general effort to establish new academic priorities in a time of budgetary constraint, not only because such a task is extremely difficult in a threatening situation, but also because the existing priorities have in part shaped the University's present character. Nevertheless, the Committee recognizes that the existing statement of priorities is incomplete in some cases (e.g., for programs in the School of Education) and ambiguous in others (e.g., BS programs). An opportunity should therefore be given to representatives of such programs to make a case for adjustment or clarification of their placement within the University's priorities.

2. The Committee recommends:
 - a. that the criteria to be used in evaluating academic programs for the purpose of budgetary reductions include program need, student enrollment, faculty positions, and program quality;
 - b. that these criteria be assessed concurrently in an effort to identify patterns of strength, adequacy, or weakness;
 - c. that reductions be justified in terms of these criteria.

Rationale: The criteria are those used in the existing statements of program priorities. Because these priorities make some programs subject to one or more of the criteria, program evaluation must integrate the priorities and criteria. The criteria should be assessed concurrently to reduce the likelihood that any one of them, such as student enrollment, will be given disproportionate weight in the decision.

3. The Committee recommends:
 - a. that budgetary reductions be made so as to distribute the burden of the reductions among the schools in a way that would not significantly change the current balance between liberal arts and professional programs in the University;
 - b. that the people making reductions assess as accurately as possible the effect that changes in FTES in particular disciplines produce in enrollment in General Education and service courses in other departments.

Rationale: This recommendation embodies the general concern to preserve the mix and diversity of offerings proper to a University. It also reflects the desire to preserve as far as possible the array of programs that comprises this particular University. Reductions should not so distort the University that departments in Arts and Sciences become merely sources of General Education and service courses for the professional schools or that significant portions of the professional curricula are lost.

4. The Committee recommends that the people making budgetary reductions decide whether to continue to fund
 - a. courses which are explicitly remedial in nature;
 - b. courses having as their primary function the satisfaction of requirements in older General Education programs;
 - c. courses in different departments that satisfy essentially the same requirement;
 - d. other courses which appear relatively less central to the mission, goals, and priorities of individual departments and the University.

Rationale: While the integration of priorities and criteria of evaluation is a means of identifying programs that may be candidates for reductions, some means is also needed to identify individual courses that may be candidates for deletion or consolidation. The Committee suggests the above categories as useful to identifying such courses.

5. The Committee recommends that the appropriate committees be especially careful to assess the need, likely quality, and availability of new resources before approving new programs or changes in existing programs.

Rationale: In a context of declining resources, the burden of proof of the value of new programs and changes in programs should rest with the proponents. They must demonstrate a need, quality, and contribution to the University's mission sufficient to preserve an existing program from the budget reductions contemplated by this report.

6. The Committee recommends that before the administration gives effect to a reduced budget, departments be given the opportunity
 - a. to present evidence and argument about the appropriateness of targeted FTES and SFR;
 - b. to present evidence and argument about the importance of specific programs to the mission, goals, and priorities of the department and University;
 - c. to present evidence and argument about the importance of specific courses to the mission, goals, and priorities of the department and University.

Rationale: If the University's administrators are to take advantage of the faculty's familiarity with its respective programs, they must create opportunities for the program representatives to submit evidence and arguments bearing on the design of proposed reductions. Creating these opportunities assures that such reductions will be made in a manner most likely to recognize the programmatic consequences of particular actions.

Report to the Academic Senate
California State University, Sacramento
on
May 4-6, 1983, Meeting of Statewide Academic Senate

The Academic Senate met on May 4-6 in Long Beach. Chancellor Reynolds, and Trustees Blanche Bersche and Roy Brophy, spoke to the Senate. During the session, the Senate took action on 28 resolutions. In his report, Chair Jack Bedell informed the Senate that the Trustees rejection, at their March meeting, of a proposal for the planned introduction of fees, left the way open for capricious and unpredictable fee increases. He noted that the so-called Golden Handshake is now actually in effect. He expressed concerns about the activities of a body called the Articulation Council: in the process of an experiment with standard course numbering, the Council may be getting into questions of course content. He also noted that some faculty who are about to retire got no retirement contribution for their first six months of service; they can "redeposit" to make up for that situation.

Chancellor Reynolds reported that the staff has made some progress in restoring budget cuts, at least at the legislative committee level. So far, half of the library budget cuts have been restored, along with provisions for meeting price increases. The merit salary adjustment (MSA) issue is still alive. On the other hand, the State's budget situation is not improving. The COPHE fund, once reserved for higher education capital outlay, has been raided to make up for the illegal use of PERS funds. The Chancellor responded to a question from Bill Neuman regarding consultation on the appointment of an acting President; she said that she had consulted with Lloyd and with Austin.

Blanche Bersche, who will chair the Presidential Selection Advisory Committee, spoke briefly to the Senate. She was asked about her reported choice of access over quality. She repeated that she felt that the public had given notice that it would no longer support quality mass public higher education, and that therefore we should do a mediocre job of educating many rather than a good job of educating a few.

Trustee Roy Brophy, who is also expected to be a member of the PSAC, expressed his pleasure at returning to the Board.

Among the Senate's action items, which will be on file in our Senate office, some of the more significant were:

- request for campus responses to the report of the Task Force on a Foreign Language Requirement;
- request for the creation of an advisory committee on foreign students;
- a resolution on funding mathematics instruction;
- a resolution re-affirming faculty participation in the evaluation of administrators;
- position on a number of bills before the Legislature.

