

Memorandum

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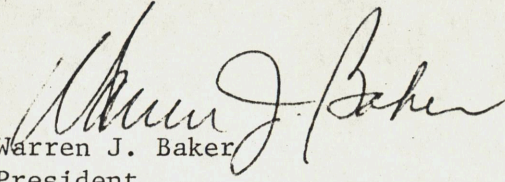
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To : Chancellor Glenn S. Dumke

Date : October 2, 1980

File No.:

Copies : President's Council

From : 
Warren J. Baker
President

Subject: Annual Progress Report

Attached is the 1979-80 Annual Progress Report for California Polytechnic State University, San Luis Obispo, for review by your office and subsequent submission to the Board of Trustees.

Attachment

Annual Progress Report
California Polytechnic State University
San Luis Obispo



September 15, 1980

EDUCATIONAL GOALS AND ACCOMPLISHMENTS

The process of developing a comprehensive General Education and Breadth Program which capitalizes on the unique mix of disciplines and the emphasis of the university was initiated during the 1979-80 academic year with the efforts of a special task force which drafted a series of statements relating to the anticipated outcomes of general education at Cal Poly. It is anticipated that the draft outcome statements will provide the vehicle for wider campus involvement in the coming year.

- Curricular changes during 1979-80 saw the reinstatement of the five-year Bachelor of Architecture Degree and the beginning of phase-out of the Bachelor of Science Degree in architecture. Five new curricular concentrations were also initiated during the year — international business management (BS business administration), solar environmental systems (BS environmental engineering), therapeutic recreation (BS recreation administration), cross-cultural studies (BS social sciences), and community studies (BS social sciences). The concentration in ethnic studies was deleted.
- During the year, Cal Poly underwent a major Western Association of Schools and Colleges accreditation review which resulted in full reaccreditation of the university until 1990 with the five-year visit scheduled for the spring of 1985.

COMPUTER ASSISTED REGISTRATION

Several years of planning and preparation came to fruition during the 1979-80 academic year with the trial run (Winter Quarter) and first quarter of actual use (Spring Quarter) of the university's new Computer Assisted Registration program. Both the trial and initial use of the new registration system were successful and met the implementation schedule that had been adopted in 1978.

ACADEMIC HIGHLIGHTS

A nine-member committee composed of faculty of the School of Agriculture and Natural Resources completed its work on the school's longrange planning document during 1979-80. Titled "Challenges for the 1980s," it deals with anticipated changes in California and U.S. agriculture and projects the school's purpose and organization, instructional programs, role in research, faculty recruitment and development needs, facility needs, and the changing needs of students against that backdrop. The school's overriding mission and challenge still is to provide the best possible career-oriented education in agriculture and natural resources, with continued heavy emphasis upon laboratory and other "hands-on" kinds of instruction. Continuing also will be innovative programs such as internships and the agricultural enterprise program to enable students to gain valuable practical experience that will be helpful to them in their future careers. • Faculty of the school continue to be active as leaders and resource persons for a number of state, regional, and national organizations involved in the broad fields of agriculture and natural resources.

Major accomplishments in the area of program recognition/accreditation were reported by the School of Architecture and Environmental Design. • The Master of Architecture Degree accreditation was continued by the National Architectural Accreditation Board and the Bachelor of Science Degree curriculum in city and regional planning received continued recognition from the National Educational Development Committee of the American Planning Association. • Three new department heads began their assignments during the year. Ronald Shaw became head of the Construction Department; Gerald Smith assumed leadership of the Architectural Engineering Department; and Raymond Yeh began his duties as head of the Architecture Department. • John Spotorno, a fourth-year architecture student, was named winner of the prestigious "Paris Prize." Referred to as the "Heisman Trophy of the world of architecture," and formerly known as the Lloyd Warren Scholarship, it rewards the winner selected in national competition with \$6,000 for travel and study abroad. • Pressures from applicants for admission continue to increase. Nearly 1,800 applications for 399 available spaces were received during the November, 1979 open application period. The architectural engineering, architecture, construction, and landscape architecture programs are impacted systemwide, and city and regional planning is impacted locally.

As part of its long-range plan to maintain a quality business program, the School of Business has applied for accreditation of its undergraduate business program with the American Assembly of Collegiate Schools of Business, which will be visiting the school in 1980-81 in preparation for a final determination in the Spring of 1981. • The school continues to receive many more student applications than it can accept (about 80 percent of eligible applicants are refused admission). As an impacted program, it is working with the university in trying to develop the most acceptable admissions strategy possible in order to meet our quality goals as well as affirmative action goals. • The quality of students in the school continues to increase as a result of high admissions standards which have been in place for the last two years. An indication of the quality of students is the fact that of the approximately 70 graduates in the accounting program during 1979-80, 20 graduated with honors and eight graduated with high honors. • Dr. John Lindvall became associate dean of the school.

Throughout the year the School of Communicative Arts and Humanities devoted serious and deliberate thought to its academic programs, to evaluation of department directions, and to the school's response to proposals made by the Western Association of Schools and Colleges accreditation committee and The California State

University and Colleges Task Force Report on General Education. Two important ad hoc committees were formed by the school dean. The first was asked to examine the state of the fine and performing arts on campus. The second was asked to examine the advantages for the university if the academic year were changed from a quarter system to a semester system. Reports from both committees have been completed and are being studied.

Implementation of program changes that benefit students and reduce administrative expenses were accomplished by the School of Engineering and Technology during 1979-80. A new curricular concentration in solar environmental systems met with quite a bit of interest on the part of those students majoring in environmental engineering. An added benefit of the concentration is dual use of some of the SES courses because students in other major areas are taking courses in this area. • Professors Leon Osteyee and Otto Davidson of the Mechanical Engineering Department continue as external examiners to the Technological University of Malaysia, and Dr. Donald Morgan, head of the Industrial Engineering Department, continues as an external examiner for the graduate industrial engineering program at the University of Singapore. • The Electric Power Institute conducted 14 professional seminars on various topics related to energy and power systems. • Dr. William Horton began his tenure as associate dean of the school, Dr. Jorg Raue became head of the Electronic and Electrical Engineering Department, and Dr. Laurence Talbott became head of the Industrial Technology Department.

Implementation of a new teacher education program received major attention during 1979-80 in the School of Human Development and Education. The Bilingual/Cross-Cultural Emphasis credential program offered by the Education Department was authorized by the Commission for Teacher Preparation and Licensing to begin Sept. 1, 1979. Twenty candidates were enrolled. Eleven of them had scholarships averaging \$2,800. • Although the liberal studies program continues to have more applicants than quota spaces, there is a problem with the mix of the applicants. An effort is being made to encourage more Spanish-speaking, Spanish-surname students from the region near the university to apply. • A Physical Education Department committee has developed a proposal for an adapted physical education emphasis (for the teaching credential). The department, as well as a review committee of professionals who work with the handicapped, believe that the proposed emphasis credential will provide the educational base for excellence in teaching adapted physical education. The proposal has been sent to the Commission for Teacher Preparation and Licensing. • Dr. Harry Busselen became associate dean of the school.

Among the highlights of the year in the School of Science and Mathematics was reaccreditation of the BS degree in chemistry by the American Chemical Society following submission of documentation by the department and an on-site visit by an ACS representative. The American Chemical Society Student Affiliates Club received national recognition from the ACS for outstanding activity and service. • The annual statewide high school math contest sponsored by the Mathematics Department at Poly Royal drew an excellent number of very competent contestants, although budgetary problems in some high schools reduced the total number of participants somewhat. • The university and the Physics Department are currently developing a contract with Pacific Gas and Electric Co. for a radioanalytical facility to monitor radiation levels. The experimental package being prepared by a student team for the Getaway Special scheduled for one of NASA's early Space Shuttle flights is progressing as planned.

ADMINISTRATION

Arrival of Dr. Warren J. Baker to begin his tenure as Cal Poly's eighth president was a highlight of the 1979-80 academic year. He assumed office on August 15, 1979, succeeding Dr. Dale W. Andrews, who had been acting president since the retirement of Dr. Robert E. Kennedy on February 1. • President Baker initiated a series of meetings with faculty of the academic departments and by the end of the year had met with 31 departments. • With the return of Dr. Andrews to his duties as executive vice president, the top administrative echelon consisted of Dr. Hazel J. Jones (vice president for academic affairs), Russell H. Brown (dean of students), and Dr. Andrews. • Merger of the School of Engineering and Technology's Aeronautical Engineering and Mechanical Engineering Departments was implemented in an effort to reduce administrative time assignments and improve instruction for students. • Also announced were plans to merge the Child Development and Home Economics Departments and relocate the Social Sciences and Political Science Departments to the School of Communicative Arts and Humanities and to dissolve the Social Sciences Division.

PERSONNEL RELATIONS

Two years of additional service retirement credit for employees retiring between March 28 and June 29, 1980, was implemented as a result of AB 876. Seventy-one Cal Poly employees took advantage of this legislation, bringing the total number of retired employees for the 1979-80 fiscal year to 112 (57 faculty and 55 staff). This is a marked increase in the number of employees retiring in a year. In the past, the average number of employees retiring has been between 40 to 45 per year. Of the employees retiring under AB 876, 20 academic employees have applied for the Faculty Early Retirement Program and are eligible to teach one quarter per year until

reaching the age of 70. This has increased the number of participants in FERP to 35. • During the annual open enrollment period for health insurance, there were 367 changes in insurance plans. Of these, 267 employees enrolled in the then only health maintenance organization in the CSUC, Los Padres Group Health. This was a significant increase in health insurance changes from past years and compares with 197 changes in 1978, 194 in 1977 and 46 changes in 1976. • Twelve grievances were filed by faculty members during the 1979-80 fiscal year — seven for non-promotion, three for non-renewal of appointments, and two for working conditions. In addition, seven grievances filed by faculty during the prior fiscal year were processed this year. One support staff grievance went to hearing and two complaints were filed with the FEPC (Fair Employment Practices Commission) by support staff employee/applicants. Neither complaint has been finalized. • Over 100 positions were reviewed for appropriate classification level during the 1979-80 fiscal year. Position reviews revealed that 78 positions were inappropriately classified and were changed to a new level. • A total of 92 employees participated in training programs with the use of specialized training funds during 1979-80. In addition, an average of 120 employees per quarter, including both faculty and staff, participated in job-related or career development classes through the fee waiver program.

AFFIRMATIVE ACTION

During the 1979-80 fiscal year, the total number of Cal Poly employees and the number of minorities remained relatively the same. There were 1,965 employees as compared to 1,945 last year. There are 271 minorities now compared to 270 a year ago. A slight increase was experienced in the female employee population, raising the percentage from 32 to 33.4 percent. The number of women faculty members remained constant at 101; however, eight support staff women were reclassified into entry level or mid-management positions. • The Equal Opportunity Advisory Council was established this year and replaced the former Affirmative Action Compliance Committee. The membership of the new council was increased and the elected chairperson serves on the President's Council. • The university committed approximately \$1,200 for the Affirmative Action Recruitment Outreach Program. This program finances trips by the Affirmative Action Coordinator and other university representatives to recruit minority and women applicants, both locally and out of state. • During the past three years, there have been several external constraints affecting staffing in general and recruiting specifically. These include the effects of Prop. 13 which precipitated a hiring freeze and a decline in the number of university positions; the lack of a cost-of-living increase during the 1978-79 fiscal year and the resulting legal appeals; and the prospects of layoffs under Prop. 9. This was further complicated by a sharp increase in the cost of living, particularly for housing, in the local area.

COLLECTIVE BARGAINING

The provisions of the Higher Education Employer Employee Relations Act became fully operative on July 1, 1979. The campus guidelines describing use of campus facilities and contact with employees for organizational purposes proved to be satisfactory. As a result of the HEERA provisions, The Staff Senate was disbanded. • The Personnel Office has provided information to the Chancellor's Office in support of Public Employees' Relations Board representation hearings involving clerical/administrative/technical employees; blue-collar employees; professional employees; and public safety employees. To date, only one organization, SUPA (Statewide University Police Association), has been certified as an exclusive representative by PERB. SUPA consists of public safety officers and investigators. • It is anticipated that the workload of the Personnel Office will increase substantially as representation hearings continue and exclusive representatives become certified.

FACULTY AND STAFF

During the 1979-80 academic year, 37 faculty were granted tenure, 98 faculty were reappointed to an additional probationary year, and 68 academic employees were promoted (40 to professor, 26 to associate professor, and 2 to senior assistant librarian). • There were 57 new faculty (excluding returning lecturers) for the 1979-80 academic year — 27 academic rank; 27 full-time lecturers; and 3 part-time (over half-time) lecturers. As a result of Prop. 13 cutbacks, the university lost 14.1 instructional positions during 1979-80. The faculty position allocation was increased temporarily by 9.1 positions as a result of AB 1173. • Due to inflationary squeeze, it has become very difficult to recruit at the level budgeted for vacated faculty positions (assistant professor, step 3). This difficulty was particularly experienced in the areas of computer science, engineering, and some business disciplines. • The Affirmative Action Faculty Development Program continued this year. This program assists assistant and associate professors, insuring professional development and career advancement. The university received one position which provided release-time from instructional assignments for seven faculty and approximately \$2,700 for seven travel and mini-grants.

RECOGNITION

Support staff members named as Cal Poly's "Outstanding Staff" for 1979-80 were Dale C. Lackore, Foundation Food Services; Steven G. Riddell, Alumni Services; and Joan C. Roberts, Foundation Business Office. Faculty selected by a committee of the Academic Senate for recognition as the university's "Distinguished Teachers" for the year were Dr. David J. Keil, Biological Sciences; Dr. Thomas Ruehr, Soil Science; Dr. Stephen Weinstein, Mathematics; and Michael D. Zohns, Ornamental Horticulture.

RESEARCH

Funding for research and instructional programs continued strong. Grants to the institution numbered 42, with a total dollar value of \$1,622,555. Of these, 23 grants were for research, totaling \$608,191, and 19 grants valued at \$1,014,364 were for instruction. Thirteen internal research grants were made to faculty from uncommitted overheads earned on sponsored projects, with a total value of \$13,148. • Building on an emphasis on professional development and scholarly activity signalled by the university's president, the University Research Committee drafted a statement on the role of research which reviewed the history of research, identified impediments, and proposed a philosophy for research as well as a course of action. This statement will be distributed for broad university input during the 1980-81 academic year before a final statement is proposed for adoption.

STUDENTS

Student enrollment at Cal Poly during 1979-80 continued at the planned plateau of approximately 14,200 academic year FTE with 15,977 enrolled for the Fall Quarter, 1979. The university continues to receive significant numbers of excess applicants for fall admission that are redirected in accordance with established procedures. The 14,200-FTE plateau is expected to continue through the mid-1980s. About 61 percent of total enrollment during the year was in disciplines offered at relatively few campuses in the CSUC system, including agriculture, engineering, architecture, graphic communications, dietetics, biochemistry, and computer science.

National recognition was achieved by students who represented the university in a variety of ways during the 1979-80 academic year. Significant among them were the men's cross-country and track and field teams, which became the first to win NCAA Division II national championships in successive years; the women's swimming team, which placed second in the AIAW Division II national finals; and several groups of agriculture students which placed in national judging contests. Also, students joined their counterparts from California State Polytechnic University, Pomona, to prepare a float for the 1980 Tournament of Roses Parade. Their effort resulted in the major prize for the best self-decorated float entry in the famed New Year's Day event.

ACTIVITIES

Emphasis on student leadership development is the major thrust of the student activities program. Experiential learning coupled with meaningful experiences that relate to the individual's total development are evident in the 81 major student government councils, boards, committees, and programming agencies which involve about 600 students. Over 4,000 students hold membership in the 115 academically related student organizations. Another 50 students are members of campuswide councils and committees of the university administrative structure and Academic Senate. Similar opportunities are extended to the 7,000 other students who compose the 147 student organizations of various special interests on the Cal Poly campus. • Dr. Ken Barclay began his assignment as director of the activities planning center.

ADMISSIONS AND RECORDS

During the 1979-80 academic year, 16,806 applications for admission were received. Of that number, 6,086 were refused (2,764 were redirected to other CSUC campuses, and 3,322 elected another educational alternative). The remaining 10,720 received space reservations. Of that number, 8,798 were admitted and 6,858 actually enrolled. • A significant increase in student affirmative action occurred during the year. Visitations were made to many community colleges and high schools that have large numbers of ethnic minority students.

COUNSELING AND TESTING

Records indicate that during 1979-80 Fall, Winter, and Spring Quarters, counselors on the staff of the Counseling and Testing Center had 2,839 scheduled appointments with students. Each student was seen for an average of 1.34 sessions at 45 minutes each. These figures do not include students who dropped in unscheduled to see counselors. A primary commitment to counseling (one to one) resulted in use of 43.9 percent of available staff time for individual counseling availability. If specialty areas such as career counseling, testing, and consultation are added into the time available to counselors, 61.6 percent of staff time was in direct contact with students, faculty, and staff. • The major use of testing service was by the CSUC system for the English Placement and Junior Level English Proficiency Tests. This accounted for about 3,200 individual tests. High

School Equivalency testing was the second larger user of the services with 909 tests given. In terms of time, the greatest use was in career, ability, and personality batteries. • Career development was the most rapidly growing program this past year. This growth reflects the commitment of career counseling for students. A total of 1,117 students were seen in the Career Center itself, and eight additional career groups were offered.

EDUCATIONAL OPPORTUNITY PROGRAM

This has been a year of tremendous growth and redirection for the Educational Opportunity Program. Administrative changes within the program necessitated a complete analysis and evaluation of the goals, objectives, and impact of the program on the student population served by the program. • Staff retreats were once again used as a vehicle for review of the various subcomponents of the department. As a direct consequence of one retreat, a significant redirection of the program has occurred. EOP has established an integrated four-year plan centered around the developmental needs of the student population and a new structural approach for administering the Educational Opportunity Program has been developed. Reflected in this new structure is the division of the program into three specific components — Outreach, Counseling, and Academic Services — that allow for both professional and programmatic growth.

FINANCIAL AID

Continued increases in the size and scope of all the major financial aid programs were the order of the day during 1979-80. Application volume increased 30 percent; Basic Grant awards increased by 45 percent; College Work-Study Program expenditures increased by 73 percent; and the number of students receiving funds through the Guaranteed Student Loan Program jumped from 972 in 1978-79 to 3,017 in 1979-80. The dollar volume on the GSL Program went from \$1.2 million to over \$5.8 million in 1979-80. • The university's scholarship program was greatly enhanced by receipt of a \$500,000 endowment from the J.W. Van Dyke Foundation. Some 70 students received scholarship awards from that program for the first time in 1979-80.

HEALTH SERVICES

The past year has been a period where the Student Health Center began to assess all of its programs and to redefine goals and objectives to meet the health and medical needs of the students in the 1980s. Particular emphasis was placed on the concept of student development and the impact each Health Center program has on the developmental tasks of students. • With 37,167 basic visits and 12,872 augmented visits during 1979-80, the Health Center staff has a unique opportunity to not only treat medical problems, but also provide education regarding health and wellness. • The Student Health Services in conjunction with the Public Safety Department had two disaster exercises during 1979-80. The Fall Quarter exercise consisted of a mock explosion in the Health Center with approximately 15 "injuries." During the Spring Quarter, the exercise simulated a major explosion and fire in a chemistry laboratory with approximately 35 "casualties" as a result.

HOUSING

The 1979-80 academic year was characterized by progress in program development and expansion to increase service offerings to the on-campus resident population. A tutorial center, career development center, and the remodeling of the living environments of the area halls to include quiet study rooms and group meeting facilities are tangible evidence of this orientation. Emphasis on educational workshops, seminars, and leadership training enhanced the existing activity program and led to one of the highest levels of student involvement in Housing Department history. • The resident director team undertook the responsibility for resident advisor training utilizing a team teaching approach toward staff development and undertook key responsibilities for new residents' orientation and resident advisor selection and orientation. • Residence hall occupancy remained the highest in the CSUC system with a 101.77 percent average total figure.

PLACEMENT

A shortage of space for interviews continued to plague the Placement Center during the 1979-80 year. With placement activity reaching a record height, it became a daily task to call on the support of other offices to help meet the need for adequate space. On-campus recruitment activity soared to a record high: 554 employers and 11,007 student interviews. • New program activity included the first co-sponsored university-wide Career Day, a Placement Center-sponsored "Careers in Education Day," and two specialized job-seeking workshops for liberal arts students and those from biological sciences and natural resources management.

PHYSICAL DEVELOPMENT

The 1979-80 academic year was a hallmark period in construction activity with the virtual completion of the long-awaited Robert E. Kennedy Library. Occupancy will occur late in 1980, with operation scheduled beginning in January, 1981. Additionally, completion of the new Faculty Office Building enabled the university to vacate many temporary office spaces, most noticeably 12 faculty office trailer units that had been part of the campus scene for five years. • While the university is grateful for the appropriation of construction funds for

these buildings, major deficits still remain in critically needed instructional facilities, especially in the laboratory-oriented disciplines. The campus is still accepting applications that result in one of the highest utilization rates of any campus within the CSUC system while still annually denying admission to several thousand applicants because of space limitations. • The major construction cycles of the 1960s and 1970s are now creating critical demands for extensive major maintenance, deferred over the years because of inadequate resources. The deferred maintenance issue is emerging as the one most serious factor needing prompt and significant support.

COMMUNITY DEVELOPMENT

Relationships between the university and its statewide, local, and alumni communities continued at a high level during 1979-80. The trend of continuing increases in alumni activity and interest was manifested in several ways. Paid membership in the Cal Poly Alumni Association reached an all-time high of 15,000. There are 19 organized alumni chapters in the state, 13 of them organized along geographic lines and six on the basis of discipline or other special interest.

Plans were laid during the year for a further expansion of Cal Poly's program to elicit private-sector financial support. The President's Corporate Cabinet was established to strengthen relationships between the university and the business and industrial organizations that employ its graduates. The President's Round Table was formed to recognize major financial support of the development program by individuals, and advisory councils for the various academic schools of the university also were encouraged. Support through the university's Annual Giving Program continued to grow. When the program was inaugurated in 1976-77, annual contributions totaled \$13,005 from 726 donors. In 1979-80, contributions totaling \$157,647 were received from 2,271 donors during a 10-month campaign.

A variety of special educational programs such as workshops, conferences, and short courses were arranged during the year for 146 community and professional groups ranging in size from 15 to over 1,000 participants. Particularly notable among these programs were the annual meetings of the California Agricultural Teachers Association, the California Association of Future Farmers of America, the California Society of Professional Engineers, the California Engineering Foundation, and the California organization of Alcoholics Anonymous. Educational activities held during the year were sponsored by such organizations as the California Association of Refrigeration Service Engineers Societies, the Society of California Accountants, and the Internal Revenue Service.

Large numbers of persons from the local and statewide communities continue to participate in the variety of programs and events offered by university departments and programs. In addition to the 1980 Poly Royal open house festival which again drew an audience of over 100,000 to the campus, these included such fine arts events as concerts, art exhibits, and dramatic presentations; several successful lecture series; and a broad range of intercollegiate athletic events.

Community services performed by student groups continued to be a significant part of the university's community relations effort. Such programs as the Student Community Services, Volunteer Income Tax Assistance, tutoring and internship arrangements with community agencies, and a number of studies and other assistance activities carried out by students as part of senior projects or other class assignments were reported during the 1979-80 academic year.

SPECIAL PROBLEMS

The problem of attracting and maintaining high-quality faculty continues to be a major one for Cal Poly as resources diminish and salary schedules for faculty of The California State University and Colleges continue to fall behind business and industry in several areas critical to the curricular offerings of the university — engineering, computer science, and business (especially accounting).

- Escalating costs and inadequate funding for equipment and supplies are forcing undesirable curricular changes in areas such as chemistry and the laboratories in engineering, architecture, and agriculture, which have for years been a hallmark of Cal Poly's instructional philosophy.

- An inadequate level of fiscal support for special repairs and deferred maintenance associated with campus facilities and equipment is forcing the campus into a critical operational mode. The previous annual allocations addressing this critical need have been grossly inadequate to protect the state's \$145 million capital investment in this university. The need is so great and critical that the university selected this one item as its priority Program Change Proposal for submittal in the 1981-82 budget cycle.