

THE CALIFORNIA STATE UNIVERSITY AND COLLEGES
Office of the Chancellor
400 Golden Shore
Long Beach, California 90802
(213) 590- 5512

Date: February 22, 1982

To: Presidents

From: Harry Harmon 
Executive Vice Chancellor

Subject: The Consortium of The California State University Executive Order No. 377

I am transmitting to you a copy of Executive Order No. 377 The Consortium of The California State University. This document, which replaces Executive Order No. 260, constitutes the fundamental operating charter for The Consortium.

Changes in the new Executive Order reflect the more clearly defined mission of The Consortium as it now exists, and include procedural matters resulting from the recentralized administration of The Consortium. An additional document setting forth the operating policies and procedures of The Consortium has been approved and will be issued.

Questions regarding the Executive Order may be addressed to the Director of The Consortium, this office.

It is your responsibility as President to implement Executive Order No. 377 where applicable and to maintain the campus repository and index for all Executive Orders.

HH:bh

Attachment

Distribution: Vice Presidents for Academic Affairs
Deans of Extended Education
Deans of Academic Planning
Business Managers
Chairman, Academic Senate, CSU
Chairmen of Local Academic Senates
Chancellor's Office Staff

THE CALIFORNIA STATE UNIVERSITY
Office of the Chancellor
400 Golden Shore
Long Beach, California 90802

Executive Order No.: 377
Title: The Consortium of The California State University
Effective Date: February 22, 1982
Supersedes: Executive Order No.: 260

This Executive Order is issued pursuant to 5 California Administrative Code Section 40100.2 and Sections 1 and 2 of Chapter III of the Standing Orders of the Board of Trustees of The California State University.

It provides for the administration of The Consortium of The California State University and supersedes Executive Order 260 which was issued January 10, 1977.

A. PURPOSE OF THE CONSORTIUM

The mission of The Consortium is to use the combined faculty and program resources of The California State University to offer nontraditional students academic programs that complement and supplement the programs offered by the nineteen campuses and to coordinate statewide and regional responses to the educational needs of the state.

B. FUNCTIONS OF THE CONSORTIUM

Within the provisions of the regulations of the Board of Trustees and the policies and procedures of The California State University, The Consortium shall have the following functions:

1. To maintain close liaison with public and private agencies and institutions whose educational needs might be served by The California State University, whether by individual institutions within the system, by regional consortia of individual institutions, or by The Consortium;
2. To explore the need for and feasibility of establishing courses and programs leading to certificates, bachelor's degrees, or master's degrees to serve the needs of clients not being served by established programs;
3. To advise and recommend, as appropriate, concerning the development of courses and programs to meet the needs identified through the exploratory and feasibility studies;
4. To coordinate statewide and regional responses to specific educational needs;
5. To facilitate the development of agreements among individual institutions to provide for reciprocity in the acceptance of credit in satisfaction of residence requirements for degrees in selected academic and professional fields;

6. To offer external programs in the name of The Consortium in geographic locations within the state when the need cannot be met by individual campuses serving the region or by a regional consortium of individual campuses;
7. To provide leadership in the development of statewide courses and programs for members of particular occupational or professional groups, or employees of particular agencies, in cooperation with professional associations and agency representatives;
8. To provide leadership in the development of nontraditional courses and programs of study which emphasize guided independent study combined with short, intensive periods of classroom study, to serve a regional or statewide clientele without regard to geographic location;
9. To explore the feasibility and desirability of establishing a statewide program of assessment for college credit and/or degrees and certificates, including but not limited to testing;
10. To advise and recommend, as appropriate, concerning the establishment of an educational resources service and statewide programs of assessment for college credit and/or degrees and certificates, including but not limited to testing;
11. Within the limits of its resource capability, to conduct experiments with the use of various instructional delivery systems, including independent study, electronic media, and computer-assisted instruction, in regional and statewide programs of external study;
12. To negotiate agreements for cooperative academic programs with agencies and other institutions of higher education, when such agreements are consistent with the purposes of The California State University and of The Consortium;
13. To award certificates and degrees, as appropriate, in the name of the Trustees of The California State University to individuals who have completed prescribed programs, when it is not possible or feasible for an individual CSU institution to do so.

C. ADMINISTRATIVE STRUCTURE OF THE CONSORTIUM

The Consortium will have the following administrative personnel, committees, and operational units: the Director of The Consortium, the Director's staff, and academic program committees. These shall be appointed or established in the manner described hereafter and shall have the functions, duties, and responsibilities indicated.

1. The Director of The Consortium
 - a. The Director shall be appointed by and shall report directly to the Chancellor.
 - b. The Director shall be responsible for the overall administration and management of The Consortium, and ensure that its functions are carried out in accordance with all applicable regulations of the Board of Trustees, the policies and procedures of The California State University, and all regulations pertaining to the operations and activities of The Consortium.

2. The Staff of The Consortium

In accordance with the personnel policies of the Office of the Chancellor and within the fiscal limitations of the approved budget of The Consortium, support staff may be employed as necessary to carry out the functions of The Consortium. The support staff shall be supervised by the Director of The Consortium or an appropriate designee.

3. Academic Program Committees

For each program of The Consortium there shall be established an academic program committee composed of regular CSU faculty representing at least five CSU institutions, selected in accordance with approved procedures. The committee shall be primarily responsible for the design and for the maintenance of programs from the standpoint of academic content, quality, and standards. Committees constituted for the purpose of *program planning shall be temporary. Committees constituted in connection with authorized programs shall be established for the life of the program.* Committees shall advise and consult with the administration of The Consortium and the Consortium Advisory Committee on all matters concerning the program, including program proposals, program operation, and academic policies.

4. Administration of Consortium Programs of Instruction

Programs of instruction leading to Consortium degrees shall be administered by participating CSU campuses in accordance with the provisions specified in the Operating Procedures of The Consortium.

D. POLICY ADVISORY RESPONSIBILITY OF THE ACADEMIC SENATE, CSU

1. To provide for the participation by the faculties of The California State University in the formulation of policies relating to The Consortium, the Academic Senate of The California State University shall advise and recommend to the Chancellor concerning the academic policies of The Consortium.
2. Consultation with the Academic Senate will be through the Consortium Advisory Committee, a committee of the Senate that has delegated to it responsibility for Consortium program and procedural matters.
 - a. The committee shall have nine members, six appointed by the Academic Senate and three appointed by the Chancellor.
 - b. The Chair of the committee shall be appointed by the Academic Senate in accordance with its bylaws.
 - c. The Director of The Consortium shall serve as Executive Secretary of the committee.
 - d. The following shall be invited to send non-voting liaison representatives to Advisory Committee meetings: Academic Vice Presidents, Deans of Academic Planning, Deans of Graduate Studies, and the Divisions of Educational Programs and Extended Education.
 - e. The committee shall meet regularly in accordance with the meeting schedule of the Academic Senate; the committee may meet at other times as deemed necessary by the Chair or the Director of The Consortium.

- f. The committee shall advise and consult with the administration of The Consortium on matters relating to the administration, budget, activities, and programs of The Consortium, and shall advise with respect to the development and improvement of The Consortium.
- g. Unless otherwise specifically directed by the Senate, the committee shall report to the Senate on a regular basis. No recommendations of the committee shall be considered policy statements of the Senate until formally approved by that body.

E. PROGRAMS AND ACTIVITIES OF THE CONSORTIUM

In accordance with the provisions of Title 5 of The California Administrative Code, the policies and procedures of The California State University, and this Executive Order, The Consortium may implement the types of courses, programs, and activities listed below. Proposals for such courses, programs, and activities shall be developed in accordance with the consultative procedures specified in the *Operating Procedures of The Consortium* and shall be implemented only after authorization by the Chancellor.

1. Programs of Instruction offered by The Consortium are of three types, as follows:

- a. Statewide programs authorized by the Chancellor to be offered on a statewide basis.

Programs of this type are offered only when the statewide need for such a program has been fully documented and when the resources of the individual CSU campuses are inadequate to meet the demonstrated need.

Generally, all California State University campuses will be invited to participate in the delivery of the program. Decisions as to where the program is to be implemented shall be the responsibility of the Director, acting upon the advice of the Academic Program Committee and the Statewide Program Director (if any). Campus participation is effected by an Intercampus/Consortium Agreement.

- b. Regional programs authorized by the Chancellor to be offered in a specific region or in those areas in which local campuses have agreed to participate.

Programs of this type are offered when the need for such a program has been fully documented and when particular California State University campuses are unable or unwilling to meet the identified educational need through a campus-sponsored external degree program or a self-contained evening or weekend internal program.

Participating campuses will contract to deliver the program through an Intercampus/Consortium Agreement. Those campuses that do not elect to participate but agree that the program may be offered within their service areas will be identified as cooperating campuses.

- c. Statewide or regional (credit or non-credit) courses authorized by the Chancellor to be offered as needed on a statewide or regional basis.

Statewide or regional extension or special session courses that are not offered as part of an external degree curriculum may be designed to serve the needs of particular client groups who prefer or require a course that can be provided on a regional or statewide basis involving delivery in more than one extension program service area.

Procedures for individual campus participation in offering such courses shall be the same as those for regional programs.

F. RESIDENCE CREDIT IN THE CONSORTIUM

All properly authorized courses taken through The Consortium, regardless of the site of instruction, may offer residence credit.

G. ANNUAL REPORT

Each year the Director of The Consortium shall prepare a report on the activities and programs of The Consortium for submission to the Chancellor, the Academic Senate, California State University, and the Chancellor's Executive Council.

H. INDIVIDUAL INSTITUTIONS AND THE CONSORTIUM

The function of The Consortium is to meet needs not met by individual institutions of The California State University. Therefore, the following principles shall guide the development of The Consortium and its relationship with individual institutions.

1. When a new Consortium degree program is approved or when the Academic Program Committee of an existing Consortium program identifies new areas in which the program should be offered, the Director of The Consortium shall write to the Academic Vice Presidents of the appropriate campuses, asking if those campuses are interested in participating.
2. If the campus Vice President indicates willingness to participate, s/he will be asked to indicate what person or office on the campus will serve as liaison to The Consortium central administration.
3. The following procedures shall be followed when a campus requests that a regional external program of The Consortium be transferred to the campus:

If the campus intends to assume the program offered by The Consortium through the rescheduling of its regular internal classes so as to provide self-contained late afternoon, evening, or weekend programs designed to serve the adult student, the campus' projected three-year cycle of curricular offerings leading to the degree should be presented to the Advisory Committee.

If the campus intends to meet the need fulfilled by The Consortium through the establishment of an external program, it should present its proposal for an external program to the State University Dean for Extended Education for presentation to the Commission on External Degree Programs.

In its review of campus proposals to serve Consortium students through programs (external or internal) leading to a campus degree, it shall be the responsibility of the Advisory Committee to examine the adequacy of proposed arrangements for Consortium students to complete requirements for the degree, either from The Consortium or from the campus that is assuming responsibility for the program.

The Commission on External Degree Programs shall have responsibility for advising the Chancellor regarding the educational substance of campus proposals for external degree programs.

After reviewing the data and receiving the recommendations of the Advisory Committee regarding the adequacy of proposed arrangements for Consortium students, and those of the Commission on External Degree Programs regarding the adequacy of campus proposals for external degree programs, the Chancellor will decide whether to authorize the transfer of a program from The Consortium to the campus.

I. THE FACULTY AND THE CONSORTIUM

A basic assumption underlying The Consortium is that regular faculty of individual CSU campuses must be involved in the design, implementation, maintenance, and monitoring of statewide programs, regional programs, and statewide or regional extension courses. It is important, however, that the priorities of individual faculty and campuses be taken into account before the faculty become involved in the activities and programs of The Consortium. Therefore, the following principles should guide the development of The Consortium in its relationship with the faculty:

1. The Consortium shall not have the authority to require a faculty member of any California State University campus to teach in any program of instruction offered by The Consortium.
2. The Consortium shall not have the authority to require a faculty member of any California State University campus to participate in any of the activities of The Consortium.
3. The approval of the appropriate authorities of a California State University campus shall be obtained before a faculty member of that campus may teach in an external program offered by The Consortium or participate in any of the activities of The Consortium.
4. Within general guidelines established by appropriate Consortium committees, primary responsibility for academic content, academic quality, and academic standards of programs of instruction conducted by The Consortium shall be vested in those regular faculty members of California State University campuses serving on Consortium committees.
5. Appointments to teaching positions in external programs conducted for The Consortium by participating campuses shall be made by the appropriate Local Program Director.

Appointment of extension instructors, the appointment of part-time regular teaching faculty, and the assignment of regular faculty on "reimbursed time" shall be in accordance with usual on-campus procedures.

6. It shall be the responsibility of the Director of The Consortium to make information regarding a faculty member's teaching performance in The Consortium available to the appropriate campus authorities or committees when such information is requested by the campus. All Consortium courses shall be evaluated by students, in accordance with system policy.

J. BUDGETARY PROVISIONS

Each year, in preparation of the budget request, the Director of The Consortium will consult with the Advisory Committee for its review and recommendations. The review shall include consultation regarding the financing of reimbursed time for faculty members serving on the

Advisory Committee, Program Development, and Academic Program Committees. Each year, subsequent to the enactment of the State Budget, the Chair of the Advisory Committee and the Director shall consult with the Chair of the Academic Senate regarding the implementation of reimbursed time for members of these committees.

K. IMPLEMENTATION OF PROVISIONS

Operating Procedures of The Consortium, designed to implement the foregoing provisions, are developed by the administration of The Consortium in consultation with the Consortium Advisory Committee body and are approved by the Chancellor.


Glenn S. Dumke, Chancellor

Date: February 22, 1982