

SAN FRANCISCO STATE COLLEGE

1600 Holloway Avenue
San Francisco, California 94132

FEB 1966

TO PROSPECTIVE APPLICANTS FOR ADMISSION:

Due to a critical limitation of facilities (i.e., classrooms, faculty, staff, and operating budget) San Francisco State College has found it necessary to restrict its enrollment in all admission categories for the Fall semester. Many of the students turned away last year (7,100 in the Fall and 7,000 in the Spring semester) have filed new applications for the Spring semester and have as a result filled the College to capacity very early. Therefore, you are advised, with sincere regret, that the College has now admitted the absolute maximum number of students possible at your enrollment level for the Spring semester and can neither accept at this time any new applications for admission or readmission, nor consider previously filed applications in your enrollment category whose supporting materials (or some portion thereof) are just now being received.

As indicated on the information sheet attached to the application for admission, San Francisco State has considered and accepted for admission students at all levels (i.e., first-time freshmen, lower division and upper division transfers, graduates and readmits) on a first-come, first-serve basis until the respective enrollment capacities of the College have been reached. Before a student could be considered for admission, however, all required admissions materials (including application, application fee, test scores, and transcripts) had to be on file in the Office of Admissions.

The Office of Admissions at San Francisco State will begin accepting applications for admission for the Fall semester of 1966 beginning January 2, 1966. Since the pressure of enrollment will continue to be great, you are urged to apply and complete the admissions requirements as soon after the opening of the new admissions period as possible.

San Francisco State will continue the program initiated last year whereby information will be provided upon request about other college campuses having available facilities in the immediate Bay Area, and, insofar as possible, about other State Colleges in the state. We will, upon written request, forward all materials received on an applicant (i.e., application, transcripts, etc.) to any other "state college" of his choosing providing he can be defined as a turn-away from San Francisco State, and he has not in any way been formally admitted or denied entrance to this institution. Through this program, many of the several thousand students turned away from San Francisco State last year were able to enter other colleges in the state to continue their education without loss of time or credit.

If you have any questions about your application or any of the information above, we will be happy to discuss the matter with you. Arrangements for an appointment may be made with Mr. Rex Butler, Admissions Officer by calling 469-1631.

Please be assured that we at San Francisco State are very much interested in your being admitted to a college consistent with your academic qualifications and objectives. If we can be of further assistance in providing you information about the academic programs and space availability at other California State Colleges, please feel free to call upon us.

Sincerely,

Larry L. Foster

Dr. Larry L. Foster
Associate Dean of Students
Admissions and Records

10/11

THE CALIFORNIA STATE COLLEGES
Office of the Chancellor
5670 Wilshire Boulevard
Los Angeles, California 90036

October 11, 1968

BA 68-10

To: State College Presidents

From: H. E. Brakebill *HEB*
Vice Chancellor, Business Affairs

Subject: Guidelines and Policies for Operation of
Auxiliary Organizations

We presented a comprehensive report which included certain general recommendations to the Board of Trustees in August, 1967 pertaining to the auxiliary organizations of the California State Colleges. During the interim, members of the Board have expressed a more intense awareness and interest in the objectives and operation of the auxiliary organizations. The Legislative and Executive Branches of the State Government have also evidenced a renewed interest in, and suggested closer surveillance of, these organizations during the recent legislative session.

We are continuing in our effort to develop more definitive guidelines and policies to enable the Board of Trustees to satisfy its responsibilities to these auxiliary organizations, and insure that they continue to perform their vital services for the individual state colleges. We propose to present these recommendations to the Board of Trustees for adoption at its November 25-26, 1968, meeting. These proposals will be of such importance to the California State Colleges that in their preparation we have extensively utilized some of the valuable expertise available in the colleges and their auxiliary organizations.

A special Task Force was appointed by the Chancellor, and has worked diligently in the preparation of recommended guidelines and policies. The constituency of this Task Force follows:

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Chairman - Mr. George L. Merrill, Chief, Auxiliary and
Business Services
Dr. Leo F. Cain, President, Dominguez Hills
Dr. Robert E. Kennedy, President, Cal Poly - SLO
Dr. Ernest B. O'Byrne, Vice President for Administration,
San Diego
Dr. Robert B. Lamb, Administrative Vice President, Chico
(representing the Statewide Academic Senate)
Dr. Kenneth L. Berger, Chairman, Fiscal Affairs Committee,
Statewide Academic Senate (Sacramento)
Mr. Warner Masters, Director of Financial Affairs,
San Fernando Valley
Mr. Glen E. Guttormsen, Director of Business Affairs,
San Jose
Dr. John Palmer, Dean of Students, Sonoma
Mr. Earle Bassett, Director of Related Educational
Activities, Fresno
Mr. John W. Francis, Foundation Manager, Cal Poly - K.V.
Mr. Mayer Chapman, Senior Counsel
Mr. John Bacheller, Student Affairs
Mr. James Mueller, Senior Management Auditor
Mr. Clinton O. Power, Jr., College Financial Coordinator
Mr. Warren Burgess, President, Student Body, Cal Poly - SLO
Mr. Steven Lieuranz, Executive Secretary of the California
State Colleges Student Presidents Association

The extensive and detailed recommendations developed by this Task Force, including changes to the Administrative Code, Title 5, are attached. We will appreciate your reviewing these recommendations and offering any comments you might feel appropriate.

The Task Force is desirous of considering comments received in their further deliberations pertaining to their proposed recommendations to the Chancellor. In order to accomplish this further review, and meet our deadline for presenting the recommendations to the Board of Trustees at its November meeting, your comments should be returned to the Chairman of the Committee, George L. Merrill, no later than October 31, 1968. We are aware of the relative tightness of this schedule.

State College Presidents
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However, considerable consultation has already been undertaken by members of the Task Force with many individuals and groups on several campuses. Furthermore, it is most important that recommendations be presented to the Board at its November meeting.

Your support in developing regulations and policies which will be of such great long-range importance to the California State Colleges is greatly appreciated.

HEB:GLM:hmb

Attachments

Copies to: Statewide Academic Senate
Deans of Students
State College Business Managers
Auxiliary Organization Managers
California State Colleges Student
Presidents Association
Members of Task Force
Chancellor's Staff

DRAFT

PROPOSED POLICY STATEMENT
REGARDING
AUXILIARY ORGANIZATIONS

I. Objectives

It is the policy of the Board of Trustees that the approved auxiliary organizations of the California State Colleges continue to perform their vital services for the colleges. Appropriate regulations and policies required by the Education Code are fulfilled by statements contained herein and the proposed changes in Trustee regulations.

II. Regulations

Proposed changes in the Administrative Code, Title 5, incorporating appropriate regulations, and clarifying the authority of the Board of Trustees, and the responsibility and authority of the College president with regard to auxiliary organizations in the California State Colleges, are to be considered for adoption at the November 25-26, 1968 meeting of the Board of Trustees.

III. Policies

A. Types of Auxiliary Organizations and Board Structures:

1. Each College may have the following four types of auxiliary organizations:
 - a. A student association;
 - b. A non-profit corporation to operate supportive (commercial) activities (i.e., food services, bookstores, etc.);
 - c. A non-profit corporation to receive gifts, scholarships, and other trust funds; to organize fund-raising activities within the College; and to seek funding for, and to administer faculty and student research projects, workshops, institutes and conferences, and special programs and activities important to the educational program of the College, but not funded by the State.

- d. A non-profit corporation to administer agriculture and other instructionally-related programs.

The existing auxiliary organizations may be continued in their present form; however, each College is encouraged to adopt the framework outlined above.

- 2. The following board structures are recommended for the various types of organizations set out in "A" above:
 - a. Student Associations. The boards of these types of organizations should consist primarily of students, with the representation of the College president to advise on policy and to provide liaison between the student board and the president of the College.
 - b. Auxiliary Organizations in Supportive (Commercial) Activities. The board structures of these organizations should consist of representation from the following groups:
 - (1) Students
 - (2) Administration
 - (3) Faculty
 - (4) Lay personnel
 - c. Educational Service Auxiliary Organizations. The board structures of these organizations should consist of representation from the following groups:
 - (1) Administration
 - (2) Faculty
 - (3) Lay personnel
 - (4) Students
 - d. Auxiliary Organizations Administering Instructionally Related Programs and Agriculture. The board structure of these organizations should be somewhat similar to that for educational service activities.

B. Activities and Functions Appropriate for Auxiliary Organizations

1. The following functions are appropriate for the supportive (commercial) auxiliary organizations to undertake:
 - a. Operation of bookstores
 - b. Operation of food services
 - c. Operation of college union facilities and programs
 - d. Operation of housing facilities
 - e. Scholarships, loans, and grants-in-aid
2. The following activities are appropriate for auxiliary organizations which are providing fiscal and administrative support for College educational services:
 - a. Research, Federal projects, workshops, conferences, institutes
 - b. Instructionally-related programs, including agriculture
 - c. Alumni activities
 - d. Scholarships, loans, and grants-in-aid
 - e. Supplementary health services
 - f. Endowments and trust management
3. Retained Earnings and/or Indirect Cost Funds:
 - a. Retained earnings and/or indirect cost funds must be applied as follows:
 - (1) The payment of any amount due upon any obligation incurred by the auxiliary organization;

- (2) The establishment of reserves and working capital in such amounts as shall be deemed necessary by the administrative board of the auxiliary organization;
 - (3) Any other appropriate activity as defined and authorized by the Trustee policy and regulations.
- b. Retained earnings and/or indirect cost funds of the auxiliary organizations may be used as gifts to the College. Gifts shall not be in conflict with any Trustee policy. For example, auxiliary organization funds used to augment State appropriations for the operation of the College shall have prior approval of the Chancellor of the California State Colleges, when such are used to purchase equipment or provide services previously denied in principle by the State through normal State procedures. In addition, those gifts made only to organizations other than the College shall be limited to those which qualify as non-profit organizations under the Internal Revenue Code Sec. 501(c)(3).
 - c. Retained earnings and/or indirect cost funds of the auxiliary organizations shall not be used to obtain perquisites normally accorded to College presidents, such as houses, automobiles, furnishings, etc. However, auxiliary organizations are encouraged to obtain these traditional emoluments of presidential office through fund-raising campaigns and gifts.
 - d. Each year the auxiliary organizations should consider enriching the various College programs through contributions from indirect cost funds.
 - e. Retained earnings and/or indirect cost funds may be used for other purposes not herein discussed, providing approval is first received from the Chancellor's Office.

C. Miscellaneous

1. Each auxiliary organization shall publish annually an audited statement of their operations and financial condition in the campus newspaper which has the largest circulation on that campus. Such publications shall take place within 30 days after the commencement of the fall semester or fall quarter. Financial information used for any public information purposes shall conform to the audited financial statements.
2. Each auxiliary organization shall adopt the standard accounting and reporting system issued by the Chancellor's Office.
3. All auxiliary organizations which have not yet executed an agreement with the State using the format (ABS 67-40) issued by Auxiliary and Business Services, must do so no later than April 1, 1969. This agreement must be executed even though an older agreement may still be in effect.
4. The Chancellor's Office shall develop financial standards and controls which will assure the fiscal integrity of the auxiliary organizations. Such standards shall include proper provision for professional management, adequate working capital, adequate reserve funds for current operations and capital replacements, and adequate reserves for new business requirements.

DRAFT -- PROPOSED REVISION

ADMINISTRATIVE CODE TITLE 5
SUBCHAPTER 5. AUXILIARY ORGANIZATIONS

ARTICLE

1. GENERAL
2. FUNCTIONS AND REQUIREMENT FOR WRITTEN AGREEMENTS
3. ORGANIZATION AND OPERATION
4. STUDENT BODY ORGANIZATION FUNDS

DRAFT -- PROPOSED REVISION

ADMINISTRATIVE CODE TITLE 5
 SUBCHAPTER 5. AUXILIARY ORGANIZATIONS
 ARTICLE 1. GENERAL

42400. Definition. As used in this Subchapter 5, a state college auxiliary organization, hereinafter called an "auxiliary" organization, is (a) an organization specified in Education Code Section 24054, which is included in the list of auxiliary organizations in good standing maintained by the Chancellor pursuant to Section 42406, infra, and (b) which is an organization specified in Education Code Section 24054, which is any organization using the name of the State or a state college, or representing an official relationship with a state college, or in which state college officials participate as directors as part of their official position. The term auxiliary organization as herein defined includes a student body organization, the purposes of which are approved by the Board of Trustees, but does not include student clubs, societies, sororities, fraternities, or similar student groups unless such organization operates a campus store or cafeteria, or conducts a similar operation utilizing state facilities which provide services available to the student body.

42401. Declaration of Policy. All activities necessary to the educational program of a state college, including service functions, are an integral part of the college program and should shall be so operated. Because, however, self-government in student affairs is desirable and because some activities cannot be operated effectively and without undue difficulty under the usual governmental budgetary, purchasing, and other fiscal controls, activities may be undertaken by an auxiliary organization in order, in the former instance, to foster self-government in student affairs and, in the latter instance, to provide effective operation and to eliminate the undue difficulty which would otherwise arise under such controls. The objectives of the auxiliary organizations are as follows:

(a) To provide the fiscal means and the management procedures that allow the college to carry on activities providing those instructional and service aids not normally furnished by the State budget, and

(b) To provide effective operation and to eliminate the undue difficulty which would otherwise arise under the usual governmental budgetary, purchasing, and other fiscal controls, and

(c) To provide fiscal procedures and management systems that allow effective administration of the auxiliary activities by the College.

42402. Scope of Regulations. (a) Article 1 hereof applies to all auxiliary organizations.

(b) Article 2 and Article 3 do not apply to a student body organization the purposes of which are approved by the Board of Trustees or to student clubs, societies, sororities, fraternities, or similar student groups unless such organization operates a campus store or cafeteria, or conducts a similar operation utilizing state facilities. Authority of State College President. The president of each State College is responsible for the educational effectiveness, academic excellence, and general welfare of the college over which he presides. As stated, auxiliary organizations operate as an integral part of the overall college program. Therefore, for the president to exercise his responsibility over the entire college program, he shall have the authority to require that auxiliary organizations operate in conformity with Board of Trustees and college policy.

To execute this authority, the president shall require that each auxiliary organization submit its programs and budgets for review at a time and in a manner specified by the president. Should the president determine that any program or appropriation planned by an auxiliary organization is not consistent with Board of Trustees and college policy, the program or appropriation shall not be implemented. Further, should a program or appropriation which had received approval, upon review, be determined by the president to be operating outside the acceptable Board of Trustees and college policy guidelines, then that program or appropriation shall be discontinued by direction of the president until further review is accomplished and an appropriate adjustment is made.

42403. Funds. (a) Trust funds shall be used specifically for the purpose designated in the instrument creating the trust.

(b) No funds of an auxiliary organization shall be used for any of the following purposes:

(1) To support or to oppose any political issue or candidate.

(2) To make personal loans of a nonscholarship nature, except that loans to faculty members or employees may be made when such loans are specifically authorized by a trust instrument under which the funds were received.

(3) For any purpose that deviates from Board of Trustees and college policy.

(c) Indemnity bonds shall be obtained by an auxiliary organization **other than an organization specified in Section 42402(b)** for appropriate officers and employees handling funds of the auxiliary organization.

(d) Donations and gifts to an auxiliary organization for research and other projects shall be accepted and maintained in accordance with procedures established by the Board of Trustees.

42404. Records. (a) An auxiliary organization shall maintain adequate records and shall prepare such periodic reports showing its operations and financial status as may be required by the Board of Trustees. **Where records and accounts are not maintained nor supervised by the college business manager, he shall have the responsibility and authority** The president of the college shall designate an appropriate officer of the college to inspect and review all procedures and practices to determine compliance with Board of Trustees and college policies, rules, and regulations and make his recommendations to the president of the college and the president of the auxiliary organization regarding said procedures and practices used by the auxiliary organization. This review shall be conducted on a periodic basis. Reports and statements shall cover all activities of the organization.

(b) All records of an auxiliary organization shall be open to the Department of Finance for audits prescribed by Education Code Section 24054 and to the Board of Trustees and Department of Finance for determining compliance with these regulations and with any agreement between the auxiliary organization and the State.

(c) Each auxiliary organization shall have an annual audit performed by either the Department of Finance or a public accountant in accordance with procedures prescribed by the Department of Finance and the Board of Trustees. Copies of the annual audit report shall be furnished to the Trustees within 10 days after it is received by the auxiliary organization.

42405. Employees. The governing board of each auxiliary organization shall provide, **on or before July 1, 1962,** salaries, working conditions and benefits, exclusive of retirement and permanent status benefits, for its full-time employees which are comparable to those provided state employees performing similar services. For those employees whose duties are not comparable to classes in state employment, the salaries established shall be at least equal to the salaries prevailing in other educational institutions in the area.

This section shall not apply to State College Alumni Associations.

42406. List of Auxiliary Organizations in Good Standing. The Chancellor shall prepare and keep current, a list of organizations in good standing. All auxiliary organizations in compliance with rules and regulations of the Trustees, and provisions made thereunder, shall be included on the list. The Chancellor may make such provisions consistent with law as may in his judgment be appropriate with respect to further cooperation and agreements between any State College and an auxiliary organization not included on the said list.

42407. Establishment of Auxiliary Organizations. No new auxiliary organization shall be established after January 1, 1969, unless a recommendation accompanied by a justification is submitted by the president of the college, and approval is given by the Chancellor of the California State Colleges.

ARTICLE 2. FUNCTIONS AND REQUIREMENT FOR WRITTEN AGREEMENTS

42500. Functions. A written agreement is required for the performance by an auxiliary organization of any of the following functions:

(a) Operation of a semicommercial enterprise considered by the college to be necessary to provide students with experience paralleling, as closely as possible, commercial practice.

(b) Operation of service functions that the Board of Trustees or their designated representative finds cannot be operated as effectively and without undue difficulty under normal state administrative budgetary, purchasing, and other fiscal controls. Such service functions may include, but shall not be limited to, the operation and management of, or furnishing of, trailer courts, food services, bookstores, health service, housing units, farms, orchards, livestock projects, research projects, workshops, institutes, and conferences.

(c) Administration of gifts, bequests, and devises to the auxiliary organization to be used for the benefit of the college or its students. Whenever possible, gifts should be accepted under provisions of Education Code Section 24000 or 24001.

(d) Any other function which the Board of Trustees pursuant to the policy declared in Section 42401 and in consultation with representatives of the college determines should be performed by an auxiliary organization and performed

pursuant to a written agreement. The functions to be undertaken by auxiliary organizations are for the purpose of providing essential activities which are an integral part of the college educational program.

(a) The following functions have been determined by the Trustees to be appropriate for auxiliary organizations to operate, administer, and manage in accordance with Trustee policies:

- (1) Bookstores;
- (2) Food Services;
- (3) College Union Facilities and Programs;
- (4) Housing Facilities;
- (5) Loans, Scholarships, Grants-in-Aids;
- (6) Research, Workshops, Conferences, Institutes and Federal Projects;
- (7) Instructionally-related Programs, including Agriculture;
- (8) Alumni Activities;
- (9) Supplementary Health Services;
- (10) Gifts, Bequests, Devises, Endowments and Trusts;
- (11) Public Relations Programs.

(b) Whenever possible, gifts should be accepted under the provisions of Education Code Section 24000 or 24001.

(c) No auxiliary organization may enter into any contract or other business arrangement acquiring or affecting real property either by purchase or lease without prior formal notification of and consultation with the staff of the Office of the General Counsel and Auxiliary and Business Services of the Chancellor's Office.

(d) Loans, scholarships and grants-in-aid shall only be given to currently admitted students. In no case shall the scholarship or grants-in-aid exceed the amount necessary to cover books, school fees, and living expense.

(e) An auxiliary organization shall not engage in a function not listed in subdivision (a) of this section unless an appropriate amendment is made to subdivision (a) by the Trustees, adding said function to the list of approved functions of auxiliary organizations.

42501. Requirement of Written Agreement. A written agreement between the State of California, through its duly qualified and acting Chancellor of the California State Colleges, and the auxiliary organization is required for the performance by such auxiliary organization of any of the functions listed in Section 42500. If an auxiliary organization performs more than a single function, then the written agreement may cover any number of the functions it performs on the campus or a separate agreement may cover each function performed.

~~42501:~~ 42502. Contents of Written Agreement. The written agreement required by Section ~~42500~~ 42501 shall, among other things, specify the following:

(a) The function or functions which the organization is to manage, operate or administer.

(b) The necessity for administration of the functions by the auxiliary organization instead of by the College under usual state procedures.

(c) The areas of authority and responsibility of the auxiliary organization and the college.

(d) The facilities to be used: made available to permit the auxiliary organization to perform the functions specified in the written agreement.

(e) The charge or rental to be paid for the facilities: used in connection with the performance of its function. The charge or rental specified shall not require involved methods of computation.

(f) Full reimbursement to the State for services performed by state employees under the direction of the organization. Methods of proration where services are performed by state employees for the organization shall be simple and equitable.

(g) A simple but equitable method of proration of shared expenses, such as for utilities.

(h) The responsibility for maintenance and payment of operating expenses.

(i) Proposed expenditures for public relations or other purposes which would serve to augment state appropriations for operation of the college. With respect to expenditures for public relations or other purposes which would serve to augment state appropriations for operation of the college, the auxiliary organization may expend funds in such amount and for such purposes as are approved by the governing body of the auxiliary organization. The President shall file with the Chancellor, a statement of its policy on accumulation and use of public relations funds for all auxiliary organizations. The statement will

include the policy and procedure on solicitation of funds, source of funds, amounts, and purpose for which the funds will be used, allowable expenditures, and procedures of control.

(j) The disposition to be made of net earnings derived from the operation of facilities owned or leased by auxiliary organization and provisions for reserves.

(k) The disposition to be made of net assets on dissolution of the auxiliary organization or cessation of the operations under the agreement.

(l) The covenant of the auxiliary organization to maintain its organization and to operate in accordance with the regulations contained in this Subchapter 5-, Trustees resolutions and policy statements.

ARTICLE 3. ORGANIZATION AND OPERATION

42600. Organization. (a) Only an auxiliary organization which operates in accordance with the regulations contained in this Subchapter 5, resolutions and policy statement set forth by the Trustees, may maintain its special relationship with the State College system as an officially recognized auxiliary organization, and use the name of the college in its title.

(b) An auxiliary organization shall conform to college policy with respect to all of its activities and functions. In order to insure conformity with college policy, the president of the college shall have representation or membership on the governing body of an auxiliary organization.

(c) An auxiliary organization which is not a corporation shall adopt a constitution and file a copy thereof with the Board of Trustees. The constitution shall at all times contain a provision that upon dissolution of the organization net assets, other than trust funds, shall be distributed to a successor approved by the president of the college and by the Board of Trustees.

(d) An incorporated auxiliary organization whose articles of incorporation on file with the Secretary of State on June 1, 1960, contained a provision that upon dissolution of the corporation net assets other than trust funds shall be distributed to a successor approved by the president of the college and by the Board of Trustees shall not amend such provision except with the consent of the Board of Trustees.

(e) The articles of incorporation of any incorporated auxiliary organization other than one described in subsection (d) shall at all times contain one of the following provisions wherein the blank spaces are filled with the name of a California state college:

(1) Upon dissolution of ~~the~~ this corporation net assets other than trust funds shall be distributed to one or more nonprofit corporations organized and operated for the benefit of the _____ State College or the students or the students and faculty at that college, such corporation or corporations to be selected by the board of directors of ~~the lessee-~~ this corporation.

(2) Upon dissolution of ~~the~~ this corporation net assets shall be distributed as follows: All property purchased or built from the proceeds of any loan secured under Title IV of the Housing Act of 1950 as amended, shall be distributed to the _____ State College; the remainder of the net assets other than trust funds shall be distributed to one or more nonprofit corporations organized and operated for the benefit of the students or for the benefit of the students and faculty at _____ State College, such corporation or corporations to be selected by the board of directors of ~~the lessee-~~ this corporation.

(3) Upon dissolution of ~~the~~ this corporation net assets other than trust funds shall be distributed to the _____ State College.

(4) Upon dissolution of this corporation net assets other than trust funds shall be distributed to one or more nonprofit corporations organized and operated for the benefit of the _____ State College or the students or the students and faculty at that college, such corporation or corporations to be selected by the board of directors. Such nonprofit corporation or corporations must be qualified for federal income tax exemption under Sections 501(a) and 501(c)(3) of the United States Internal Revenue Code of 1954 and be organized and operated exclusively for charitable, scientific, literary or educational purposes, or for a combination of said purposes. In the alternative, upon dissolution of the corporation, net assets other than trust funds shall be distributed to the _____ State College.

If, upon dissolution, this corporation holds any assets in trust, such assets shall be disposed of in such manner as may be directed by decree of the Superior Court of the county in which this corporation's principal office is located upon petition therefor by the Attorney General or by any person concerned in the liquidation. In no event shall any assets be distributed to any member, director, or officer of this corporation.

42601. Operation. (a) All leasing of state college facilities shall be effected under provisions of Education Code, Section 24101 or other laws governing the leasing of state facilities. An agreement between an auxiliary organization and a student or students for the conduct of student projects involving agricultural, vocational and other instructional activities is authorized when provided for in a basic lease agreement between the State and the auxiliary organization. Such agreements with students shall not be deemed subleases.

(b) Remuneration may be paid to, or received by, a state officer or employee from an auxiliary organization only if the written agreement between the auxiliary organization and the State provides that remuneration may be so paid and received. Service by the state officer or employee shall not be incompatible, inconsistent, or in conflict with his duties as a state officer or employee.

(c) Operations of the auxiliary organization shall be integrated with college operations and administered or supervised by the existing college administrative organization.

(d) All normal operating expenses which comply with Trustee and college policy are allowable.

(e) Subject to acceptance by the State, the State shall succeed the auxiliary organization as trustee of trusts held by the auxiliary organization whenever the terms of the trust so allow.

42602. Federal Indirect Cost Reimbursement. An auxiliary organization which administers research, special educational programs, and other projects for the federal government and receives reimbursement for indirect costs relating to such administration shall remit a portion of such reimbursement to the state college with which it has an official relationship. The amount of reimbursement to the state college concerned shall be determined by the Board of Trustees annually.

ARTICLE 4. STUDENT BODY ORGANIZATION FUNDS

42650. Approved Uses of Student Body Organization Funds. The principle underlying the following list of programs for which student body organization funds may be expended is that mandatory fee expenditures should be made in areas which appeal to a broad range of interest and are open and available to the greatest number of students who wish to participate:

(a) Programs of cultural and educational enrichment (within college policy).

(b) Recreational and social activities.

(c) Support of college unions.

(d) Scholarships and grants-in-aid (for only currently admitted students and not to exceed an amount necessary for books, school fees, and living expenses).

(e) Tutorial programs.

(f) Athletic programs (both intramural and intercollegiate).

(g) Student publications.

(h) Assistance to recognized student organizations.

(i) Student travel insurance.

(j) Administration of student fee program.

(k) Student government - stipends and reimbursement to student officers for service to student government. (Before such stipends and reimbursement are established by a student body association it is recommended that the matter be approved by a student referendum.)

(l) Student employment (to provide payment for services in connection with the general administration of student fee programs, pursuant to applicable salary schedules and personnel policies).

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THE CALIFORNIA STATE COLLEGES
Office of the Chancellor
5670 Wilshire Boulevard
Los Angeles, California 90036

October 11, 1968

BA 68-10

To: State College Presidents

From: H. E. Brakebill *HEB*
Vice Chancellor, Business Affairs

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HEB:GLM:hmb

Attachments

Copies to: Statewide Academic Senate
Deans of Students
State College Business Managers
Auxiliary Organization Managers
California State Colleges Student
Presidents Association
Members of Task Force
Chancellor's Staff

DRAFT

PROPOSED POLICY STATEMENT
REGARDING
AUXILIARY ORGANIZATIONS

I. Objectives

It is the policy of the Board of Trustees that the approved auxiliary organizations of the California State Colleges continue to perform their vital services for the colleges. Appropriate regulations and policies required by the Education Code are fulfilled by statements contained herein and the proposed changes in Trustee regulations.

II. Regulations

Proposed changes in the Administrative Code, Title 5, incorporating appropriate regulations, and clarifying the authority of the Board of Trustees, and the responsibility and authority of the College president with regard to auxiliary organizations in the California State Colleges, are to be considered for adoption at the November 25-26, 1968 meeting of the Board of Trustees.

III. Policies

A. Types of Auxiliary Organizations and Board Structures:

1. Each College may have the following four types of auxiliary organizations:
 - a. A student association;
 - b. A non-profit corporation to operate supportive (commercial) activities (i.e., food services, bookstores, etc.);
 - c. A non-profit corporation to receive gifts, scholarships, and other trust funds; to organize fund-raising activities within the College; and to seek funding for, and to administer faculty and student research projects, workshops, institutes and conferences, and special programs and activities important to the educational program of the College, but not funded by the State.

- d. A non-profit corporation to administer agriculture and other instructionally-related programs.

The existing auxiliary organizations may be continued in their present form; however, each College is encouraged to adopt the framework outlined above.

2. The following board structures are recommended for the various types of organizations set out in "A" above:

- a. Student Associations. The boards of these types of organizations should consist primarily of students, with the representation of the College president to advise on policy and to provide liaison between the student board and the president of the College.

- b. Auxiliary Organizations in Supportive (Commercial) Activities. The board structures of these organizations should consist of representation from the following groups:

- (1) Students
- (2) Administration
- (3) Faculty
- (4) Lay personnel

- c. Educational Service Auxiliary Organizations. The board structures of these organizations should consist of representation from the following groups:

- (1) Administration
- (2) Faculty
- (3) Lay personnel
- (4) Students

- d. Auxiliary Organizations Administering Instructionally Related Programs and Agriculture. The board structure of these organizations should be somewhat similar to that for educational service activities.

B. Activities and Functions Appropriate for Auxiliary Organizations

1. The following functions are appropriate for the supportive (commercial) auxiliary organizations to undertake:
 - a. Operation of bookstores
 - b. Operation of food services
 - c. Operation of college union facilities and programs
 - d. Operation of housing facilities
 - e. Scholarships, loans, and grants-in-aid
2. The following activities are appropriate for auxiliary organizations which are providing fiscal and administrative support for College educational services:
 - a. Research, Federal projects, workshops, conferences, institutes
 - b. Instructionally-related programs, including agriculture
 - c. Alumni activities
 - d. Scholarships, loans, and grants-in-aid
 - e. Supplementary health services
 - f. Endowments and trust management
3. Retained Earnings and/or Indirect Cost Funds:
 - a. Retained earnings and/or indirect cost funds must be applied as follows:
 - (1) The payment of any amount due upon any obligation incurred by the auxiliary organization;

- (2) The establishment of reserves and working capital in such amounts as shall be deemed necessary by the administrative board of the auxiliary organization;
 - (3) Any other appropriate activity as defined and authorized by the Trustee policy and regulations.
- b. Retained earnings and/or indirect cost funds of the auxiliary organizations may be used as gifts to the College. Gifts shall not be in conflict with any Trustee policy. For example, auxiliary organization funds used to augment State appropriations for the operation of the College shall have prior approval of the Chancellor of the California State Colleges, when such are used to purchase equipment or provide services previously denied in principle by the State through normal State procedures. In addition, those gifts made only to organizations other than the College shall be limited to those which qualify as non-profit organizations under the Internal Revenue Code Sec. 501(c)(3).
 - c. Retained earnings and/or indirect cost funds of the auxiliary organizations shall not be used to obtain perquisites normally accorded to College presidents, such as houses, automobiles, furnishings, etc. However, auxiliary organizations are encouraged to obtain these traditional emoluments of presidential office through fund-raising campaigns and gifts.
 - d. Each year the auxiliary organizations should consider enriching the various College programs through contributions from indirect cost funds.
 - e. Retained earnings and/or indirect cost funds may be used for other purposes not herein discussed, providing approval is first received from the Chancellor's Office.

C. Miscellaneous

1. Each auxiliary organization shall publish annually an audited statement of their operations and financial condition in the campus newspaper which has the largest circulation on that campus. Such publications shall take place within 30 days after the commencement of the fall semester or fall quarter. Financial information used for any public information purposes shall conform to the audited financial statements.
2. Each auxiliary organization shall adopt the standard accounting and reporting system issued by the Chancellor's Office.
3. All auxiliary organizations which have not yet executed an agreement with the State using the format (ABS 67-40) issued by Auxiliary and Business Services, must do so no later than April 1, 1969. This agreement must be executed even though an older agreement may still be in effect.
4. The Chancellor's Office shall develop financial standards and controls which will assure the fiscal integrity of the auxiliary organizations. Such standards shall include proper provision for professional management, adequate working capital, adequate reserve funds for current operations and capital replacements, and adequate reserves for new business requirements.

DRAFT -- PROPOSED REVISION

ADMINISTRATIVE CODE TITLE 5
SUBCHAPTER 5. AUXILIARY ORGANIZATIONS

ARTICLE

1. GENERAL
2. FUNCTIONS AND REQUIREMENT FOR WRITTEN AGREEMENTS
3. ORGANIZATION AND OPERATION
4. STUDENT BODY ORGANIZATION FUNDS

DRAFT -- PROPOSED REVISION

ADMINISTRATIVE CODE TITLE 5
 SUBCHAPTER 5. AUXILIARY ORGANIZATIONS
 ARTICLE 1. GENERAL

42400. Definition. As used in this Subchapter 5, a state college auxiliary organization, hereinafter called an "auxiliary" organization, is (a) an organization specified in Education Code Section 24054, which is included in the list of auxiliary organizations in good standing maintained by the Chancellor pursuant to Section 42406, infra, and (b) which is an organization specified in Education Code Section 24054, which is any organization using the name of the State or a state college, or representing an official relationship with a state college, or in which state college officials participate as directors as part of their official position. The term auxiliary organization as herein defined includes a student body organization, the purposes of which are approved by the Board of Trustees, but does not include student clubs, societies, sororities, fraternities, or similar student groups unless such organization operates a campus store or cafeteria, or conducts a similar operation utilizing state facilities which provide services available to the student body.

42401. Declaration of Policy. All activities necessary to the educational program of a state college, including service functions, are an integral part of the college program and should shall be so operated. Because, however, self-government in student affairs is desirable and because some activities cannot be operated effectively and without undue difficulty under the usual governmental budgetary, purchasing, and other fiscal controls, activities may be undertaken by an auxiliary organization in order, in the former instance, to foster self-government in student affairs and, in the latter instance, to provide effective operation and to eliminate the undue difficulty which would otherwise arise under such controls. The objectives of the auxiliary organizations are as follows:

(a) To provide the fiscal means and the management procedures that allow the college to carry on activities providing those instructional and service aids not normally furnished by the State budget, and

(b) To provide effective operation and to eliminate the undue difficulty which would otherwise arise under the usual governmental budgetary, purchasing, and other fiscal controls, and

(c) To provide fiscal procedures and management systems that allow effective administration of the auxiliary activities by the College.

42402. Scope of Regulations. (a) Article 1 hereof applies to all auxiliary organizations.

(b) Article 2 and Article 3 do not apply to a student body organization the purposes of which are approved by the Board of Trustees or to student clubs, societies, sororities, fraternities, or similar student groups unless such organization operates a campus store or cafeteria, or conducts a similar operation utilizing state facilities. Authority of State College President. The president of each State College is responsible for the educational effectiveness, academic excellence, and general welfare of the college over which he presides. As stated, auxiliary organizations operate as an integral part of the overall college program. Therefore, for the president to exercise his responsibility over the entire college program, he shall have the authority to require that auxiliary organizations operate in conformity with Board of Trustees and college policy.

To execute this authority, the president shall require that each auxiliary organization submit its programs and budgets for review at a time and in a manner specified by the president. Should the president determine that any program or appropriation planned by an auxiliary organization is not consistent with Board of Trustees and college policy, the program or appropriation shall not be implemented. Further, should a program or appropriation which had received approval, upon review, be determined by the president to be operating outside the acceptable Board of Trustees and college policy guidelines, then that program or appropriation shall be discontinued by direction of the president until further review is accomplished and an appropriate adjustment is made.

42403. Funds. (a) Trust funds shall be used specifically for the purpose designated in the instrument creating the trust.

(b) No funds of an auxiliary organization shall be used for any of the following purposes:

(1) To support or to oppose any political issue or candidate.

(2) To make personal loans of a nonscholarship nature, except that loans to faculty members or employees may be made when such loans are specifically authorized by a trust instrument under which the funds were received.

(3) For any purpose that deviates from Board of Trustees and college policy.

(c) Indemnity bonds shall be obtained by an auxiliary organization **other than an organization specified in Section 42402(b)** for appropriate officers and employees handling funds of the auxiliary organization.

(d) Donations and gifts to an auxiliary organization for research and other projects shall be accepted and maintained in accordance with procedures established by the Board of Trustees.

42404. Records. (a) An auxiliary organization shall maintain adequate records and shall prepare such periodic reports showing its operations and financial status as may be required by the Board of Trustees. ~~Where records and accounts are not maintained nor supervised by the college business manager, he shall have the responsibility and authority~~ The president of the college shall designate an appropriate officer of the college to inspect and review all procedures and practices to determine compliance with Board of Trustees and college policies, rules, and regulations and make his recommendations to the president of the college and the president of the auxiliary organization regarding said procedures and practices used by the auxiliary organization. This review shall be conducted on a periodic basis. Reports and statements shall cover all activities of the organization.

(b) All records of an auxiliary organization shall be open to the Department of Finance for audits prescribed by Education Code Section 24054 and to the Board of Trustees and Department of Finance for determining compliance with these regulations and with any agreement between the auxiliary organization and the State.

(c) Each auxiliary organization shall have an annual audit performed by either the Department of Finance or a public accountant in accordance with procedures prescribed by the Department of Finance and the Board of Trustees. Copies of the annual audit report shall be furnished to the Trustees within 10 days after it is received by the auxiliary organization.

42405. Employees. The governing board of each auxiliary organization shall provide, ~~on or before July 1, 1962,~~ salaries, working conditions and benefits, exclusive of retirement and permanent status benefits, for its full-time employees which are comparable to those provided state employees performing similar services. For those employees whose duties are not comparable to classes in state employment, the salaries established shall be at least equal to the salaries prevailing in other educational institutions in the area.

This section shall not apply to State College Alumni Associations.

42406. List of Auxiliary Organizations in Good Standing. The Chancellor shall prepare and keep current, a list of organizations in good standing. All auxiliary organizations in compliance with rules and regulations of the Trustees, and provisions made thereunder, shall be included on the list. The Chancellor may make such provisions consistent with law as may in his judgment be appropriate with respect to further cooperation and agreements between any State College and an auxiliary organization not included on the said list.

42407. Establishment of Auxiliary Organizations. No new auxiliary organization shall be established after January 1, 1969, unless a recommendation accompanied by a justification is submitted by the president of the college, and approval is given by the Chancellor of the California State Colleges.

ARTICLE 2. FUNCTIONS AND REQUIREMENT FOR WRITTEN AGREEMENTS

42500. Functions. A written agreement is required for the performance by an auxiliary organization of any of the following functions:

(a) Operation of a semicommercial enterprise considered by the college to be necessary to provide students with experience paralleling, as closely as possible, commercial practice.

(b) Operation of service functions that the Board of Trustees or their designated representative finds cannot be operated as effectively and without undue difficulty under normal state administrative budgetary, purchasing, and other fiscal controls. Such service functions may include, but shall not be limited to, the operation and management of, or furnishing of, trailer courts, food services, bookstores, health service, housing units, farms, orchards, livestock projects, research projects, workshops, institutes, and conferences.

(c) Administration of gifts, bequests, and devises to the auxiliary organization to be used for the benefit of the college or its students. Whenever possible, gifts should be accepted under provisions of Education Code Section 24000 or 24001.

(d) Any other function which the Board of Trustees pursuant to the policy declared in Section 42401 and in consultation with representatives of the college determines should be performed by an auxiliary organization and performed

pursuant to a written agreement. The functions to be undertaken by auxiliary organizations are for the purpose of providing essential activities which are an integral part of the college educational program.

(a) The following functions have been determined by the Trustees to be appropriate for auxiliary organizations to operate, administer, and manage in accordance with Trustee policies:

- (1) Bookstores;
- (2) Food Services;
- (3) College Union Facilities and Programs;
- (4) Housing Facilities;
- (5) Loans, Scholarships, Grants-in-Aids;
- (6) Research, Workshops, Conferences, Institutes and Federal Projects;
- (7) Instructionally-related Programs, including Agriculture;
- (8) Alumni Activities;
- (9) Supplementary Health Services;
- (10) Gifts, Bequests, Devises, Endowments and Trusts;
- (11) Public Relations Programs.

(b) Whenever possible, gifts should be accepted under the provisions of Education Code Section 24000 or 24001.

(c) No auxiliary organization may enter into any contract or other business arrangement acquiring or affecting real property either by purchase or lease without prior formal notification of and consultation with the staff of the Office of the General Counsel and Auxiliary and Business Services of the Chancellor's Office.

(d) Loans, scholarships and grants-in-aid shall only be given to currently admitted students. In no case shall the scholarship or grants-in-aid exceed the amount necessary to cover books, school fees, and living expense.

(e) An auxiliary organization shall not engage in a function not listed in subdivision (a) of this section unless an appropriate amendment is made to subdivision (a) by the Trustees, adding said function to the list of approved functions of auxiliary organizations.

42501. Requirement of Written Agreement. A written agreement between the State of California, through its duly qualified and acting Chancellor of the California State Colleges, and the auxiliary organization is required for the performance by such auxiliary organization of any of the functions listed in Section 42500. If an auxiliary organization performs more than a single function, then the written agreement may cover any number of the functions it performs on the campus or a separate agreement may cover each function performed.

~~42501:~~ 42502. Contents of Written Agreement. The written agreement required by Section ~~42500~~ 42501 shall, among other things, specify the following:

(a) The function or functions which the organization is to manage, operate or administer.

(b) The necessity for administration of the functions by the auxiliary organization instead of by the College under usual state procedures.

(c) The areas of authority and responsibility of the auxiliary organization and the college.

(d) The facilities to be used- made available to permit the auxiliary organization to perform the functions specified in the written agreement.

(e) The charge or rental to be paid for the facilities- used in connection with the performance of its function. The charge or rental specified shall not require involved methods of computation.

(f) Full reimbursement to the State for services performed by state employees under the direction of the organization. Methods of proration where services are performed by state employees for the organization shall be simple and equitable.

(g) A simple but equitable method of proration of shared expenses, such as for utilities.

(h) The responsibility for maintenance and payment of operating expenses.

(i) Proposed expenditures for public relations or other purposes which would serve to augment state appropriations for operation of the college. With respect to expenditures for public relations or other purposes which would serve to augment state appropriations for operation of the college, the auxiliary organization may expend funds in such amount and for such purposes as are approved by the governing body of the auxiliary organization. The President shall file with the Chancellor, a statement of its policy on accumulation and use of public relations funds for all auxiliary organizations. The statement will

include the policy and procedure on solicitation of funds, source of funds, amounts, and purpose for which the funds will be used, allowable expenditures, and procedures of control.

(j) The disposition to be made of net earnings derived from the operation of facilities owned or leased by auxiliary organization and provisions for reserves.

(k) The disposition to be made of net assets on dissolution of the auxiliary organization or cessation of the operations under the agreement.

(l) The covenant of the auxiliary organization to maintain its organization and to operate in accordance with the regulations contained in this Subchapter 5-, Trustees resolutions and policy statements.

ARTICLE 3. ORGANIZATION AND OPERATION

42600. Organization. (a) Only an auxiliary organization which operates in accordance with the regulations contained in this Subchapter 5, resolutions and policy statement set forth by the Trustees, may maintain its special relationship with the State College system as an officially recognized auxiliary organization, and use the name of the college in its title.

(b) An auxiliary organization shall conform to college policy with respect to all of its activities and functions. In order to insure conformity with college policy, the president of the college shall have representation or membership on the governing body of an auxiliary organization.

(c) An auxiliary organization which is not a corporation shall adopt a constitution and file a copy thereof with the Board of Trustees. The constitution shall at all times contain a provision that upon dissolution of the organization net assets, other than trust funds, shall be distributed to a successor approved by the president of the college and by the Board of Trustees.

(d) An incorporated auxiliary organization whose articles of incorporation on file with the Secretary of State on June 1, 1960, contained a provision that upon dissolution of the corporation net assets other than trust funds shall be distributed to a successor approved by the president of the college and by the Board of Trustees shall not amend such provision except with the consent of the Board of Trustees.

(e) The articles of incorporation of any incorporated auxiliary organization other than one described in subsection (d) shall at all times contain one of the following provisions wherein the blank spaces are filled with the name of a California state college:

(1) Upon dissolution of the this corporation net assets other than trust funds shall be distributed to one or more nonprofit corporations organized and operated for the benefit of the _____ State College or the students or the students and faculty at that college, such corporation or corporations to be selected by the board of directors of the lessee- this corporation.

(2) Upon dissolution of the this corporation net assets shall be distributed as follows: All property purchased or built from the proceeds of any loan secured under Title IV of the Housing Act of 1950 as amended, shall be distributed to the _____ State College; the remainder of the net assets other than trust funds shall be distributed to one or more nonprofit corporations organized and operated for the benefit of the students or for the benefit of the students and faculty at _____ State College, such corporation or corporations to be selected by the board of directors of the lessee- this corporation.

(3) Upon dissolution of the this corporation net assets other than trust funds shall be distributed to the _____ State College.

(4) Upon dissolution of this corporation net assets other than trust funds shall be distributed to one or more nonprofit corporations organized and operated for the benefit of the _____ State College or the students or the students and faculty at that college, such corporation or corporations to be selected by the board of directors. Such nonprofit corporation or corporations must be qualified for federal income tax exemption under Sections 501(a) and 501(c)(3) of the United States Internal Revenue Code of 1954 and be organized and operated exclusively for charitable, scientific, literary or educational purposes, or for a combination of said purposes. In the alternative, upon dissolution of the corporation, net assets other than trust funds shall be distributed to the _____ State College.

If, upon dissolution, this corporation holds any assets in trust, such assets shall be disposed of in such manner as may be directed by decree of the Superior Court of the county in which this corporation's principal office is located upon petition therefor by the Attorney General or by any person concerned in the liquidation. In no event shall any assets be distributed to any member, director, or officer of this corporation.

42601. Operation. (a) All leasing of state college facilities shall be effected under provisions of Education Code, Section 24101 or other laws governing the leasing of state facilities. An agreement between an auxiliary organization and a student or students for the conduct of student projects involving agricultural, vocational and other instructional activities is authorized when provided for in a basic lease agreement between the State and the auxiliary organization. Such agreements with students shall not be deemed subleases.

(b) Remuneration may be paid to, or received by, a state officer or employee from an auxiliary organization only if the written agreement between the auxiliary organization and the State provides that remuneration may be so paid and received. Service by the state officer or employee shall not be incompatible, inconsistent, or in conflict with his duties as a state officer or employee.

(c) Operations of the auxiliary organization shall be integrated with college operations and administered or supervised by the existing college administrative organization.

(d) All normal operating expenses which comply with Trustee and college policy are allowable.

(e) Subject to acceptance by the State, the State shall succeed the auxiliary organization as trustee of trusts held by the auxiliary organization whenever the terms of the trust so allow.

42602. Federal Indirect Cost Reimbursement. An auxiliary organization which administers research, special educational programs, and other projects for the federal government and receives reimbursement for indirect costs relating to such administration shall remit a portion of such reimbursement to the state college with which it has an official relationship. The amount of reimbursement to the state college concerned shall be determined by the Board of Trustees annually.

ARTICLE 4. STUDENT BODY ORGANIZATION FUNDS

42650. Approved Uses of Student Body Organization Funds. The principle underlying the following list of programs for which student body organization funds may be expended is that mandatory fee expenditures should be made in areas which appeal to a broad range of interest and are open and available to the greatest number of students who wish to participate:

(a) Programs of cultural and educational enrichment (within college policy).

(b) Recreational and social activities.

(c) Support of college unions.

(d) Scholarships and grants-in-aid (for only currently admitted students and not to exceed an amount necessary for books, school fees, and living expenses).

(e) Tutorial programs.

(f) Athletic programs (both intramural and intercollegiate).

(g) Student publications.

(h) Assistance to recognized student organizations.

(i) Student travel insurance.

(j) Administration of student fee program.

(k) Student government - stipends and reimbursement to student officers for service to student government. (Before such stipends and reimbursement are established by a student body association it is recommended that the matter be approved by a student referendum.)

(l) Student employment (to provide payment for services in connection with the general administration of student fee programs, pursuant to applicable salary schedules and personnel policies).

BACK TO IN LOCO PARENTIS

A Student Position Paper on the Chancellor's proposed "Guidelines and Policies for Operation of Auxiliary Organizations"

The recently released proposal by the Chancellor's office on auxiliary organizations is a direct attempt to control the educational functions and activities of state college campus organizations by placing them entirely under the jurisdiction of the political appointees on the Board of Trustees. It is no accident that student organizations have been specifically singled out as the target of this proposed revision of the State College System's decision making structure. Just as the University of California Regents have effectively destroyed the fiscal autonomy of the Berkeley Associated Students, as well as the right of students and faculty to determine their own curriculum; so now the Chancellor and the trustees are moving to secure absolute power over the direction and content of student programs, be they campus or community oriented. We see this as part of a statewide political assault on student activism by a reactionary state power structure, one consciously conceived to emasculate the growing political strength of students in the State College System. Not only does the Chancellor's proposal threaten to wipe out whatever power and self-determination that auxiliary organizations (i.e. student organizations) have managed to gain over the past few years; but it also attempts to undermine local control of the educational process by centralizing the decision making powers over college activities into an administrative hierarchy ruled over by the Chancellor and the trustees.

This is not the first time that an attempt has been made to cripple student politics by utilizing the concept of auxiliary organizations. In

April 1968 the Harmer Bill was introduced in the State Senate. Central to this bill was the formulation of rigid regulations and restrictions affecting all auxiliary organizations in the State College System. There were, and still are, basically three categories of organizations which qualify for auxiliary status as originally defined by the Chancellor. First, "student associations" such as student governments and those related student organizations which use the resources of the college or the student governments. Second, "non-profit corporations" that operate such commercial activities as food services and bookstores. And third, non-profit foundations which receive grants to conduct educational programs such as the Frederick Burke Foundation. Though the Harmer Bill died in the State Legislature, its basic assumptions were incorporated into the present proposal being pushed by the Chancellor's office. The only major difference is that where the Harmer Bill placed the control of auxiliary organizations in the hands of the Trustees and the State Director of Finance, the Chancellor's proposal gives that same authority to the Trustees and the Chancellor.

The major political thrust of the Chancellor's proposal is contained within the draft of the "Proposed Revision of Administrative Code Title 5, Subchapter 5, Auxiliary Organizations." On the first page of this section of the draft, the following paragraph has been deleted:

Because, however, self-government in student affairs is desirable and because some activities cannot be operated effectively and without undue difficulty under the usual governmental budgetary, purchasing, and other fiscal controls, activities may be undertaken by an auxiliary organization in order, in the former instance, to foster self-government in student affairs and in the latter instance, to provide effective operation and to eliminate the undue difficulty which would otherwise arise under such controls.

In the context of the revision, the deletion of this entire section serves to deny students their right of autonomy and self-government while participating in their own organizations. As a substitute for this section of the code, the Chancellor's office has drawn up a set of bureaucratic procedures, ostensibly to provide fiscal and managerial guidelines for student organizations.

However, the real intent of the substitution becomes evident on the second page of the proposed revision. Here, the State College president is appointed to exercise his responsibility over the entire college program, he shall have the authority to require that all auxiliary organizations operate in conformity with the Board of Trustees and college policy."²

This authority is manifested in the following passage:

...the president shall require that each auxiliary organization submit its programs and budgets for review at a time and in a manner specified by the president. Should the president determine that any program or appropriation planned by an auxiliary organization is not consistent with Board of Trustees and college policy, the program or appropriation shall not be implemented. Further, should a program or appropriation which had received approval, upon review, be determined by the president to be operating outside the acceptable Board of Trustees and college policy guidelines, then that program or appropriation shall be discontinued by direction of the president until further review is accomplished and an appropriate adjustment is made. 3

The above two sections spell doom for student organizations, insofar as they function in any manner which is displeasing to the Board of Trustees. Since the Trustees have the ultimate authority to set all college policy and since, in fact, they are political appointees functioning as the ruling elite of the entire State College System, any move to bring student organizations under their tutelage serves to relegate the organizations to a position of subservience by subjecting them to the whims of the Trustees!

political judgments. And by appointing State College presidents as the enforcers of the Trustees' policies the Chancellor's office expands the powers of its police force, while fostering the illusion of campus autonomy.

To insure that student organizations "shall conform to college policy with respect to all of its activities and functions,"⁴ the Chancellor's office suggests that "the president of the college shall have representation or membership on the governing body of all auxiliary organizations."⁵

(Underlining indicates additions to the existing code.) And if this wasn't enough, the proposal further delineates that "No new auxiliary organization shall be established after January 1, 1969, unless a recommendation accompanied by a justification is submitted by the president of the college, and approval is given by the Chancellor of the California State Colleges."⁶

With the sustained growth of student participation in their education and communities over the past few years, there is an increasing necessity for greater decentralization and sharing of institutional controls by those individuals directly involved in the college. The Chancellor's proposal is an extremely sophisticated and well-organized plan to thwart this present trend of student activism by instituting a system of hierarchical decision making and centralized policy, buffered by administrative bureaucracy. Under the present provisions of the proposal, all current and future student activities and finances could only be conducted with the express approval of the Chancellor and/or the Board of Trustees. In addition, no new educational venture within the State College System would be initiated unless it conformed with State College policy as defined by the Chancellor. Since the sections of the proposal w

quoted in this paper did not previously apply to student associations, it is our conclusion that the Chancellor is consciously reacting to the increasing political development of students by attempting to stifle any radical innovation and direction in student organizations. Therefore, we categorically oppose the Chancellor's proposal, and urge all students to resist its implementation.

FOOTNOTES

1. Draft - Proposed Revision, ADMINISTRATIVE CODE TITLE 5, SUBCHAPTER 5. AUXILIARY ORGANIZATIONS, Article 1, Section 42401, p. 1.
2. Ibid., Article 1, Section 4202 (b), p. 2.
3. Ibid., Article 1, Section 4202 (b), p. 2.
4. Ibid., Article 3, Section 42600 (b), p. 7.
5. Ibid., Article 3, Section 42600 (b), p. 7.
6. Ibid., Article 11, Section 42407, p. 4.

16/30

October 30, 1968

Subject: Students - 5 California Administrative Code

Section 41301

The following is a proposed revision to 5 California Administrative Code Section 41301, which now provides:

"41301. Probation, Suspension, or Expulsion of Students.

"Any student of a state college may be placed on probation, suspended, or expelled for one or more of the following causes:

"(a) Disorderly, unethical, vicious, or immoral conduct.

"(b) Misuse, abuse, theft, or destruction of state property.

The revision would also authorize repeal of Section 41304. The purpose underlying the proposed language is one of providing a more explicit delineation of that conduct which is proscribed. We would appreciate your reviewing the draft language.

PROPOSED REVISION OF 5 CALIFORNIA ADMINISTRATIVE CODE SECTION 41301

Any student of a State College may be placed on probation, suspended, or expelled for one or more of the following causes which must be college related:

- A. Cheating or plagiarism in connection with an academic assignment at a State College, or knowingly furnishing false information to a State College.
- B. Forgery, alteration or misuse of college documents, records, or identification, in order to gain a benefit to which one is not otherwise entitled.
- C. Obstruction or disruption, on or off college premises, of the State College educational process, administrative process, or other college activity.
- D. Physical abuse or threat of physical abuse on or off college property to the person or property of any member of the college community or of members of his family.
- E. Theft of, or damage to, property in the possession of or under the control of the Board of Trustees of the California State Colleges or a member of the college community.
- F. Unauthorized entry into, or unauthorized use of, State College property, or misuse of State College property.
- G. On State College Property, being in an intoxicated condition from the use of alcohol or being under the influence of drugs, or unlawfully distributing or selling same.
(Unlawful use or possession of drugs at a State Colleges function or on State College property; use or possession of alcoholic beverages on State College property.)

Possible addition to paragraph G.

H. Failure or refusal to comply with directions of college personnel

on the record...

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November 4, 1968

SFSC PHAMPHLET 68-3

PRESIDENT SMITH'S STATEMENT ON BLACK AND ETHNIC STUDIES

This College has long committed itself to increasing educational opportunities for youth and young adults of minority racial and ethnic background. It is not a new thing. Well over a dozen projects to achieve these ends, sponsored in a number of schools and departments, and student groups have been under way prior to this academic year--some for several years. In several respects, this College has set the pace in California higher education in working with the difficult social and educational problems in the inner city. It should continue to do so and seek ways to expand its efforts to help young adults suffering from educational disadvantages and discrimination to achieve their full potential through education at this college and elsewhere.

During the past year, the College's efforts have intensified. It has moved rapidly in seeking qualified faculty and administrators from racial and ethnic backgrounds other than Caucasian. It has established a program for recruiting and training non-professional staff from among the unemployed. In cooperation with racial and ethnic group members, a number of departments have moved to establish some seventeen experimental courses dealing with historical and cultural aspects of minority-group experience. A coordinator of Black Studies was appointed in February, 1968 and planning for a black curriculum sequence is under way under the supervision of the Dean of Undergraduate Studies. A revised academic master plan for the College, approved by the Trustees at the October meeting, includes a proposed A.B. degree program in Black Studies. A Black Studies Department has been authorized to be further staffed as the program is approved at the College and in the Chancellor's office and as resources can be made available. A staff member has also been assigned 3/4 time to develop course proposals adapted to the needs of students from Spanish-speaking cultural backgrounds.

The College, after some months of discussion, agreed on May 7, 1968 to seek admission of 400 students, not otherwise eligible, largely from minority backgrounds for Fall 1968. Administrators had also agreed to allocate eight of the twelve new faculty positions, obtained for other purposes, to the Special Admissions or Educational Opportunity Program. Both decisions were made prior to the May demonstrations demanding that the above decisions be made. A coordinator and a staff assistant, both from minority backgrounds, were hired. Joint administrative-faculty-student committees worked through the summer, one on screening applicants (428 were admitted) and one on planning curriculum adaptations and personnel needs. Approximately 300 of those admitted enrolled in September. Upper division and graduate Black and Third World students were hired to assist, part-time, in the special program as tutor coordinators, teaching assistants, and instructors.

All of the above actions were taken without a dollar of additional budget allocation from the State. Even the minor amount of funds provided for in the Dymally bill for Educational Opportunity Programs was vetoed by the Governor. Partly as a result of these

efforts the College presently faces a budget deficit for 1968-69 fiscal year of about \$750,000. Unless the above issue is resolved in the College's favor, we face a severe cutback in programs and admission for the Spring semester and continuing difficulty in meeting commitments already made.

All levels of College administration need assistance and cooperation from the entire College community and the legislature if we are not to close the College for lack of funds or other reasons. While the college community has moved unusually fast for a large institution with minimal flexibility in allocation of resources, the response still does not meet the pressing needs. As a result, frustration and disappointment on the part of many people intensely interested in these programs has been continually apparent. These frustrations and disappointments have provided opportunity for those who desire the destruction of the programs or of the college itself to make demands which cannot be met so that tactics of confrontation politics can be brought into action. Despite the hopes of some that this action would "radicalize" the students and further the student "revolution", the probable results of such tactics would more likely bring the college to a temporary halt and in so doing to invite the forces of reaction to prevent the college from playing an effective role in battling to advance the cause of truth and justice. Tactics based on threats of violence and intimidation appear already to be under way in the recent bomb incidents and the rhetoric from the Speakers' Platform which may very well have been designed to push those who are currently considering the Black Studies curricular proposal into a mood of rejection rather than support. Similarly the disruptive student demonstration just before the AFROTC faculty vote in the Spring also appeared to be an effort at intimidation. Moreover, actions of this kind, whether bombs or mill-ins, etc., have already resulted in a swing toward repression in California and now threaten an end to those hopeful college efforts to meet the needs of a society in crisis and cope with its backlog of problems.

In this climate of frustration open to manipulation by small groups for their political ends, the progressive college community might be tempted to throw up its hands in discouragement and despair. Beset as the College is by pressures from within and without and with few opportunities to respond adequately to identified needs, the college administration will be making serious efforts in the near future to attempt to resolve budget issues arising from decisions made during the past academic year. Those seriously concerned with the further developments of the College and the success of its innovative programs will resist the temptation to make unreasonable demands for support until we can get our heads above water.

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6

SAN FRANCISCO STATE COLLEGE

PRESIDENT SMITH'S STATEMENT ON THE NOVEMBER 6, 1968, STRIKE
CALLED BY THE BLACK STUDENTS UNION AND BLACK FACULTY UNION

The record is clear that the College has moved more rapidly in support of a program of Black Studies at San Francisco State College than it has on any other program in recent years. The development of Black Studies on this campus has been actively supported by the Academic Senate, the Center for Educational Innovation, the Council of Academic Deans, and the President and his immediate staff.

The College has moved within two semesters to establish some seventeen courses of an experimental nature within several departments of the College dealing with the cultural experience of Black and other ethnic groups. A proposal for a Black Studies major submitted in September has already been reviewed by the Undergraduate Curriculum Committee and the Instructional Policies Committee. The latter committee has recently acted to recommend an amendment to the campus master curriculum plan to assign a proportion of the enrollment of the College to Black Studies, a necessary step toward any new program in which student enrollment is tightly controlled by available facilities and budget. At the October meeting of the Trustees action was taken to authorize a Bachelor of Arts major in Black Studies to begin Fall, 1969 subject to the approval of the College and the Chancellor. The acting head of the Black Studies Department and the Dean of Undergraduate Studies were assured an adequate faculty allocation for Fall, 1969 as requested in the initial curriculum proposal.

A Department of Black Studies was authorized by the College in September of this year to be staffed and supported as the program was approved and necessary positions made available. This record has been termed by strike leaders as foot dragging, and a racist effort to destroy the whole concept of Black Studies. The above actions have taken priority over a large number of other important pressures for reallocation of resources. The Academic Vice President, with my support, has insisted that the Black Studies Program be developed within the instructional affairs framework of the College and that it be evaluated and reviewed as rapidly as possible through established procedures. This information has been made available on campus as action has progressed.

In the process, conflict and recrimination have grown, contention over the placement and staffing of experimental courses developed within existing departments has also grown. Members of the Black Students Union and the Director of the program have used a variety of confrontation tactics to press specific demands.

Evaluative comments which must be a part of the development of any new academic program have been viewed by Black students and faculty concerned as attacks on the program. Perhaps those concerned can concede that we all have much to learn about working in this new emotionally heated area in the college setting, and we must persevere in efforts to do so. This is crucial to the role the College must play in extending educational opportunity equally to all qualified students.

The controversies surrounding the program and other concerns of Black students and faculty have resulted in a strike called for today. My perception of the immediate situation follows.

In late October both major San Francisco newspapers carried ten demands on the College formulated by the Black Students Union. These were made public in the already tense atmosphere of the campus generated by the controversy over pending action concerning George Murray, part-time instructor of English. On November 4, in a news conference on campus, Black officials of the College and two leaders of the Black Students Union presented the ten demands to the public.

The press conference was closed to me, presumably the person to whom the demands were to be made. The intent to strike in behalf of the demands was made clear in each above instance.

Yesterday, on the eve of the strike the demands were presented to me and to the Deputy President at 4:00 p.m. by a committee of seven. I was asked to agree to them on the spot. I was also told that the strike would proceed in any event. My proposal to use the meeting to establish communication with the strike committee was not accepted by the committee. In the face of the strike threat and because of the nature of several of the demands, including some which are beyond my authority to grant, I could not agree to the demands.

I am committed -- and the administrative staff, faculty and student leadership with whom I work are committed -- to improving the curriculum and the educational and faculty opportunities within the College for all students with particular emphasis on the needs of members of racial and ethnic minority groups as one important priority in the further development of the College.

Further efforts to move the program forward are already underway. A statement related to the ten demands will be issued.

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4/8
SAN FRANCISCO STATE COLLEGE

1600 HOLLOWAY AVENUE

SAN FRANCISCO, CALIFORNIA 94132

November 8, 1968

TO: FACULTY AND STUDENT BODY OF SAN FRANCISCO STATE COLLEGE

FROM: ROBERT SMITH, PRESIDENT, SAN FRANCISCO STATE COLLEGE

SUBJECT: MEMORANDUM OF NOVEMBER 8 ENTITLED "SUSPENSION OF SAN FRANCISCO STATE COLLEGE DISCIPLINARY PROCEDURES".

The memo which has been distributed entitled: "SUBJECT: SUSPENSION OF SAN FRANCISCO STATE COLLEGE DISCIPLINARY PROCEDURES." was not issued by my office.

I have not changed my position that students and faculty have a right to peacefully demonstrate their concerns and that all disciplinary matters will be handled by due process.

I caution all of you to be wary about the written material that is being distributed on this campus. You cannot assume that any of it is factual information.

Copy put out by A.S.

BESORE
HBYAKAWA

A Response to the B.S.U. Ten Demands

1. In recent action the College has created a Black Studies Department, approved the curriculum for a Black Studies Major and has allocated faculty positions to the department for the Spring semester (see No. 6 below). These actions will permit the department to offer a full range of courses beginning this Spring.
2. The Academic Senate has initiated an H RTP Committee for the Black Studies Department, the initial size and membership of which shall be determined by the Black voting members of the faculty. The committee so selected shall have the responsibility for initiating promotions processes for members of the Black Studies Department.
3. The Black Studies Department will have the power to recommend and implement faculty hiring and curricular arrangements within the structure of the college decision-making procedures. The College pledges that every effort will be made to expedite decisions in these areas.
4. Although the current budget crisis is an important problem, our decisions and promises of last year regarding the special admissions program are paramount. The College will therefore admit 125 special admittees to fulfill our commitments and will seek the necessary budgetary support from the Chancellor, the trustees, and the legislature. Until adequate support is forthcoming, the faculty pledges to provide the necessary tutoring, etc., to assure the success of the program.
5. While the admission of all who wish to enroll would require trustee and legislative action, the college pledges to encourage and facilitate in every way the admission of more students from the Black and other ethnic communities. To begin actuating this pledge, the College will increase its FTE ceiling from 13,500 to 14,000 in the fall 1969 semester and will begin immediate negotiations with the trustees and legislature to increase the size of the special admissions program.
6. The faculty has already voted to request President Smith to allocate 11.3 faculty positions to the Black Studies Department for this Spring semester. Recognizing the difficulty of effectively beginning a new program already long overdue, 20 positions is not an unreasonable figure. The faculty therefore revises its original allocation to 20 positions to be achieved from normal allocation channels to the degree possible with any remainder to be transferred from the various schools on a proportional basis.
7. Recognizing that problems in financial aids are problems created by governmental rules and regulations rather than by the director of that office, but recognizing also that mistrust and misunderstanding are presently inevitable corollaries of governmental financial controls, the college will appoint a third-world co-director of financial aids in order to alleviate some of that mistrust and misunderstanding.
8. The College pledges due process in any college-initiated disciplinary proceedings. To that end, any college initiated suspensions of students growing out of the current crisis will be rescinded, and college procedures of a student-faculty court will be reactivated to assure justice and full due process to anyone faced with possible disciplinary action. Any disciplinary action initiated against a faculty member or administrator will be handled by the

Response to Ten Demands (cont'd)

Faculty Grievance and Disciplinary action panel with full due process assured including the right of legal council.

- 9. The faculty of San Francisco State College pledges to continue and expand its support of the program of Black Studies and to resist any attempt from whatever source to dissolve this program.
- 10. The current 30-day with pay suspension of George Murray was ordered by the Chancellor, not the college, and will run out on December 1. College processes are in operation regarding the charges against Mr. Murray, and the College will initiate no action against him unless or until the College disciplinary action panel, after affording Mr. Murray his full rights of defense including legal council, makes its determination. The hiring of Mr. Murray for the Spring semester is a decision to be made by the H RTP Committee of the Black Studies Department.

A Response to the Third World Liberation Front 5 Demands:

- 1. A task force has been initiated by the faculty to explore policies and procedures for ethnic studies and report back to the College senate in two weeks. The task force will consist of faculty, administrators, and students, including Third World faculty appointed by Dr. Joseph White and Third World students appointed by Drs. Nathan Hare and Juan Martinez.
- 2. 20 positions for Black Studies are approved above. The question of additional faculty for the proposed school of ethnic studies shall be included in the report of the task force.
- 3. See No. 4 above..
- 4. See No. 5 above.
- 5. See No. 10 above.

Submitted for faculty approval by

The Department of Speech

11/8

November 8, 1968

THE COLLEGE POSITION ON THE "STRIKE DEMANDS"

1. The first demand alludes to the more than twenty courses currently being offered through various regular departments. These courses were proposed by Dr. Nathan Hare, the acting chairman of the newly established Black Studies Department, and are presently staffed by personnel agreed upon by Dr. Hare and the respective departments. This is an interim arrangement while the curricular proposal submitted this fall by Dr. Hare moves through the required channels in the college and the Chancellor's Office. Although this proposal has already progressed through faculty committee consideration at unusual speed (in less than a month of this semester it has received the approval of the Undergraduate Curriculum Committee and the Instructional Policies Committee and is now ready for full Faculty Senate consideration), it cannot legally be implemented until the fall semester 1969 and then only if it has received full approval at all levels. This means the courses in the new curriculum cannot be offered during this school year. It does not mean that the present interim arrangement referred to above cannot be modified by a joint catalog listing between the Black Studies Department and the other departments that have legal authority to offer courses in the several areas. Courses taught in the interim would continue to need the joint approval of the chairman of the Black Studies Department and the other departments and schools in question.

2. Dr. Hare's salary is determined by his rank. His rank was mutually agreed upon by him and President Summerskill when Dr. Hare came to the college and the salary is commensurate with his rank. Promotion of a faculty member to another rank is the responsibility of the promotions committee. At this college there is no necessary relationship between the rank a faculty member holds and the administrative post to which he may be assigned. At the moment there are at least eight departmental chairmen and one associate dean who have not attained the rank of full professor.

3. There already is a Department of Black Studies. On August 2, 1968, the college submitted a request to the Trustees for approval to offer a B.A. program in Black Studies. The Trustees, in their meeting of October 23-24, 1968, voted to allow inclusion of the program in the Master Plan for San Francisco State College. This constituted permission to this college to consider a Black Studies major program. The college grants degrees, departments do not. The granting of a degree in Black Studies awaits the favorable consideration by the college and the Office of the Chancellor. The rule at San Francisco State College is that departments enjoy a high degree of departmental autonomy, but their decisions are subject to review by appropriate faculty bodies and administrative personnel. In addition, the college and its departments are legally responsible to the Office of the Chancellor, the Board of Trustees, and the Legislature of the State of California.

4. The decision on filling the so-called "unused slots" in the Special Admissions Program for the academic year awaits resolution of the college budget deficit between the college and the Chancellor's Office and favorable action on the college request for additional funds for the program from the State College System. The college effort to raise private funds in the city has not been successful in part because of the turmoil on campus in May and subsequent unfavorable publicity this fall. Nonetheless, the President has made a preliminary request from one of the large foundations for one million dollars per year to help this and other critical programs along.

5. Admission to the various state colleges is regulated by legal provisions set by

level at entrance) who do not qualify under the normal requirements. To admit all who wished to enroll would require Trustee and legislative decision. The college feels that all people (qualified by current standards or by special considerations) who wish to attend college in this state should be permitted to do so. San Francisco State College is presently turning away more than 8,000 applicants per semester. It is apparent that San Francisco desperately needs additional collegiate opportunities, and the college will have a proposal to the community on this subject in the near future.

6. The allocation of full-time teaching positions at the college is governed by the number of full-time students allocated to a department under the College Master Plan and the classification of courses in the curriculum. Four additional positions have already been promised to the new department once its program is approved. Additional positions would have to await the further growth of the college or special budgetary allocations from the Trustees and the Legislature. The college had already sought additional funding from private foundations and intends to seek special state allocations to provide additional support for faculty, graduate assistants, and operating funds once the curriculum is approved.

7. This demand will not be given serious consideration by the college. Largely through the efforts of Dr. Helen Bedesem, federal monies available to San Francisco State students have increased from \$250,000 in 1962 when she assumed the post of Director of Financial Aids to \$2.5 million today. Because of her efforts in communicating to state and federal legislators the needs of today's students, such as increased grant money and new avenues of federal assistance, she has been asked to serve on national committees which are in a position to influence state and federal legislation. Her staff of 14 includes five representatives of the black, brown, and oriental groups who serve as student assistants and in clerical and professional positions.

8. The college cannot make guarantees regarding disciplinary action before the behavior occurs. The college follows standards of due process in all disciplinary matters.

9. California State College Trustees have the legal authority to dissolve any program in the State Colleges. The dissolution of the Black Studies program would seem unlikely. The college would make every effort to protect this program if it continued to meet the felt needs of the student body and community.

10. The question of the relationship of George Murray to the college is under investigation by appropriate bodies.

The Office of the President
San Francisco State College

STUDENTS = NoTice

AT 11:00 a.m. TUESDAY AND AT EVERY CLASS BREAK ALL DAY, CLOSED CIRCUIT T.V. WILL CARRY AN 8-MINUTE TALK BY PRESIDENT SMITH CONCERNING THE SITUATION ON CAMPUS.

BE INFORMED - A T T E N D - IN ANY OF THESE ROOMS

EDUCATION BUILDING	115
	116
	117
	128
	226
	234
	242
	341

RESOLVED

S.F. STATE COLLEGE
ARCHIVES

As of now, the San Francisco State College Campus is declared in a special state of special emergency which will last until the start of the Christmas vacation. During the said emergency, the following special rules will be in effect:

1. Students and faculty found guilty in civil or campus proceedings of creating or adding to campus disturbance will be expelled or dismissed, and when released, placed on a peace bond which forbids re-entry to the campus.
2. Non-students, found guilty in civil proceedings of creating campus disturbances will, when released, be placed on a peace bond which forbids re-entry to the campus.
3. At the close of the immediately following state of special emergency, any recurrence of group violence, intimidation, class disruption, mayhem, or threats or incitement to same will result in resumption of the state of special emergency.

11/30

SAN FRANCISCO STATE COLLEGE
PUBLIC STATEMENT BY
PRESIDENT S. I. HAYAKAWA
November 30, 1968

I wish first of all to declare a state of emergency on the campus of San Francisco State College until further notice. I make this declaration in order to give myself and my associates in the administration the freedom to act quickly and positively in response to whatever contingencies may arise--and we have been warned that dangerous situations may arise.

When I speak of a state of emergency, I mean not that due process will be bypassed or ignored, but only that it will be accelerated, because action delayed is often worse than no action at all. We shall be prepared to act quickly in any contingency.

Next, I want to say that I wish to be regarded as Interim President, rather than as Acting President. I say this to emphasize the true character of my position. I was asked by the Chancellor and Trustees to assume the duties of President suddenly, without warning, and in an emergency situation. I felt it my duty to accept. In accepting, I bypassed the procedures of the Presidential Selection Committee, of which I am a member. I apologize to my fellow members of this Committee for what may well have been a procedural error. I hereby request them to reconstitute themselves as a committee to select a permanent President.

Next, I wish to announce the opening of San Francisco State College for instruction at 8 o'clock Monday morning, December 2. An overwhelming majority of the faculty, in a referendum taken on November 22, have voted to reopen it. Citizens from all over California and interested people from all over the United States have written, telephoned, and sent telegrams asking that the College be reopened.

Furthermore, we--that is, the faculty and I--are under court orders to reopen the College. The order, issued by Judge Joseph G. Wilson of the Marin County Superior Court, tells us to resume instruction on the morning of December 2 or to appear before him that afternoon in his court in San Rafael to show cause why we are not doing so.

But most importantly, I am declaring the College open because of the wishes of the vast majority of students, who are impatient to continue their education. Nearly all of our students work their way through school, in whole or in part. They have neither the money or the time to lose a semester's worth of credit towards their graduation, as they are in danger of doing if classes are not resumed. The average age of our student body is between 25 and 26. In other words, most of them are mature people with family and job responsibilities who have no time for milling around and agitating.

On the day following my acceptance of the Interim Presidency, I had an experience that told me a lot about our students. After lunch at a restaurant on Union Square, the headwaiter brought complimentary drinks to our table. When I asked him why, he said that three busboys in that dining room were students at State who were sending with the drinks the message that they want to get back to their studies. It is not too long since I was a busboy myself. Before that, my father as a young immigrant worked as a houseboy in a San Francisco home. As a faculty, it is our job to deliver the education that ambitious young men and women are striving for. The College therefore must be opened and remain open.

All instructional staff are being notified that they must be on hand to meet their scheduled classes from December 2 onward. Unauthorized absences for five working days, according to the laws governing our college, are considered the equivalent of resignation. I intend to accept any such resignations promptly.

For the past two weeks faculty and students have engaged in a number of activities--convocations, rallies, bull sessions, etc. to confront 'the real issues,' with the claim that these are 'educationally more relevant' than scheduled classes. Such rationalizations for evading one's educational responsibilities will not be accepted.

I am asking the Academic Vice President to have the Deans report to me, all failures of instructional staff to meet their obligations to their students. Attendance sheets recording the performance or nonperformance of teaching duties are required, of course, by the State Controller's office. I mean to examine those records.

Students also will report to their scheduled classes. Students will conduct themselves with propriety and dignity, neither creating disturbances nor interfering with the work and study of others. Students charged with disrupting classrooms or the orderly processes of campus life will be promptly suspended. Due process will be provided, any student so suspended within 72 hours of such suspension. Those found to have engaged in such violations of college regulations may be continued on suspension, expelled, or given other discipline.

After such action a student may apply for readmission to this or some other college in the California State College system for the Spring 1969 semester, the Fall 1969 semester, or at a later date, depending on the gravity of the offence. Faculty members charged with classroom disruption or other unprofessional conduct will also be promptly suspended, and after due hearings if found guilty, will be reprimanded, suspended for a stated period of time or discharged, depending on the gravity of the offence.

SECURITY

The reopening of our college immediately brings up the difficult question of campus security. Many people are sufficiently frightened of disruption and disorder to want a large police force here to protect them. This is particularly true of women in our working staff, secretaries and clerks and administrative personnel, who are often alone in their offices and are genuinely afraid of bands of young men who have been known to roam the corridors during demonstrations and disruptions. Our staff does not have the option open to students of staying home when they are afraid. The women who work here can stay home only at the risk of forfeiting pay. Their demand for massive police protection is reasonable and understandable.

On the other hand, there are many faculty members and students who sincerely believe that the police have absolutely no business on campus and that academic life is impossible with police around. Allied with these are faculty members and students who are determined to bring campus life to a grinding halt. They want to keep the police away in the beginning, so as to be able to disrupt and terrorize the campus until the police have to be called in. They hope that the

police acting to an emergency state will overreact, thereby confirming the conviction that police have no place on campus. Such tactics are well-known from the histories of the Russian and Nazi revolutions. Their aim is to discredit authority in the hope of ultimately destroying the government. The presence of innocent and idealistic objectors to police on campus must not blind us to the existence of determined agitators and agents provocateurs who have been contributing to every outbreak of civil strife and disorder on college campuses for the past several years.

The innocents who object to police on campus are, it seems to me, profoundly misled by their warm human sympathies, by their imperfect acquaintance with American traditions of law-enforcement, and by their inflamed literary imaginations. It is unfortunate but true that sometimes American law enforcement officers do overreact and act like Cossacks or storm troopers. But the raison d'etre of American police and of storm troopers is entirely different. The function of storm troopers, like Cossacks, is to suppress dissent, and to diminish individual liberties. The function of American police, who operate on an entirely different kind of legal base, is to protect dissent and to secure us from those who would interfere with our liberties or endanger our lives. Therefore, when Cossacks are brutal, it is because they are well trained. But when American police are brutal, it is because they are not trained well enough.

The problem, then, is not police but the quality of their training. In a time of extraordinarily rapid technological and social change, social friction is inevitable. The greater the social friction, the greater the need for policemen. It is tragic that at a time when we urgently need more and better policemen, the law enforcement profession is held in fear, contempt, and derision by supposedly educated men and women on college campuses, including this one.

In order to overcome this terrible prejudice against policemen on the part of so many in our academic community, we should have police on campus not only in crisis situation but in daily life. I would like to propose, therefore, at San Francisco State College a continuing police training program in criminology, urban sociology, race relations, group dynamics, social psychology, etc. available both in day and evening classes for officers to attend as they come off different shifts. When we see police officers as classmates and colleagues rather than as strangers, we shall see them in a different light. We shall see that they deserve an opportunity to attain a higher level of professionalism and a much higher rate of pay than they now receive.

All this is rather a lengthy preliminary to the announcement that police will be available to the fullest extent necessary to maintain and restore peace when school opens next Monday. If police officers are on patrol next week, whether in the Administration Building or elsewhere on campus. I urge our faculty and students to greet them in a friendly way, since they are there for our protection. The self-fulfilling prophecy works in police-community relations as it does in all human relations. If you treat the police as human beings, they are likely to respond in kind. If you treat them as enemies. loudly and persistently, they can be driven to act as enemies. The choice and the responsibility are yours.

THE ISSUES

Now, let me go into substantive issues. The Black Students Union and the Third World Liberation Front have been making a number of angry demands and giving the impression that they are willing to tear the place down if their demands are not met. By these tactics they have created the impression that an oppressive and racist society is determined to resist these demands. Opponents in this controversy are grunting and heaving at each other like bulls with locked horns.

But such struggle is largely unnecessary--almost comically inappropriate in the light of the realities. The fact is that America is not all a racist society in principle and only partially a racist society in fact. If you want an example of a racist society, go look at the Union of South Africa, where they are so afraid of social changes that the government refuses to permit television to operate in that country. There is no greater tribute than this to the power of television communication in effective social change.

The trouble with the B.S.U. demands is not just that they are carelessly drawn up, indiscriminately mixing policy demands and programmatic goals with demands about the hiring, firing, and pay of particular individuals. A much more serious criticism is that, while many of the items are quite reasonable, the total demands add up to so little, when society is ready and willing to grant so much. California is a rich state, and the United States is a rich country. A majority of enlightened and influential Americans in government, education and industry have come to the realization as a result of the modern civil rights movement that it is time we faced the unfinished business of the abolition movement of over a hundred years ago and freed the Negro not only from slavery, but from the virtual slavery imposed by unequal economic and educational opportunity.

Consequently there is abundant money available from industry sources, from foundations, and from State and Federal funds to grant far more than the B.S.U. or the Third World have demanded. All that is needed to get it is evidence that it will be used wisely. But the B.S.U. and Third World have not completed their homework and have not given that evidence. I urge them to discuss their desires and hopes and plans for Black Studies and ethnic programs with me and with the many people in our faculty who know something about the scholarly and technical problems involved and who have had experience in getting funds for education and research. With their help I would suggest that you draw up big plans involving realistic curriculum goals, teacher training programs, imaginative research projects. When you have formulated them--and I shall help you in every way I can--I shall be happy to take them to the Chancellor and the Board of Trustees, who are ready to act on this subject--not only for San Francisco State College but for the entire State College system. I shall also take them to the State Legislature and to Governor Reagan. I have real hopes of success.

I speak as I do because in the past few days, since my appointment to this Interim Presidency was announced, I have been inundated with letters and telegrams, my telephone has been jangling incessantly, not simply with good will messages but with offers of financial support for Black Studies programs, ethnic

studies, scholarships, or whatever else we may need. The San Francisco State College Alumni Association has offered \$1000 as a token of more to come in support of our programs. I am promised help from Chinese-Americans and Japanese-Americans of San Francisco and the Bay Area. Just this morning I got a pledge of \$100,000 for the aid of our Operation Outreach program of extending education to people and to neighborhoods not now served by any College. This pledge was given me by my friend W. Clement Stone of Chicago, distinguished philanthropist, author, and insurance executive. These are only some of the offers of help I have received. In short, the sense of justice and social responsibility in our business and civic leadership has been aroused and the time is ripe for significant gains for all disadvantaged minorities.

I understand and respect the Negro demand for self-determination and the right to make his own decision. But self-determination is not given, it is earned, Self-determination comes from having enough money to be your own boss, or from having enough intelligence and creativity so that others are willing to entrust great projects to you. Let me tell the members of the B.S.U. that I am on their side. I want to be counted as an ally.

WHAT TO EXPECT ON MONDAY

I think we can look forward to Monday with hope and anticipation. After weeks of hearing from angry dissidents and assorted fanatics, we have finally come to the stage where the voice of the quiet and thoughtful majority is being heard, loud and clear. The Faculty Renaissance, representing the attitude of the large majority of our professors, has come out in support of our continued functioning as an academic institution. The Committee For An Academic Environment, representing the views of an overwhelming majority of our students, has organized itself into a welcoming committee for our return to campus.

On Monday morning the Committee For An Academic Environment and a group of Japanese American students will greet everyone with a blue armband to wear. This armband is to symbolize support for the following:

1. Racial Equality
2. Social Justice
3. Non-violence
4. The Resumption of Education

To those in my audience who are students or staff members, or members of the faculty at San Francisco State College, I ask you to take these armbands and wear them. What we have to gain is the restoration of the free and exciting atmosphere of intellectual, cultural, political and sartorial diversity that have always characterized San Francisco. What we have to lose is the college itself.

POSTSCRIPT

Now that I have concluded my formal remarks, I want to establish a new tradition by claiming the privilege of asking the first question.

The question any newsman would ask is, 'Has Chancellor Dumke been informed of your plans and has he issued any instructions?'

The reply today and in the future is that, as a matter of good management, my staff and I keep the Chancellor and his staff fully informed on all important matters. As for instructions, the Chancellor and the Trustees appointed me to this position as the man in charge on the scene. I make my own decisions after hearing advice from many quarters.

12/2

DECLARATION OF EMERGENCY

In order to enable faculty and students at San Francisco State College to resume their classroom instructional program and other activities the following regulations are hereby declared to be in effect on this campus or at any College sponsored event:

1. Firearms, loaded or unloaded, or other deadly weapons may not be carried by any person other than an authorized peace officer.
2. The use of amplification equipment, except as authorized for normal classroom activities is forbidden without the express permission of the President of the College or his designee.
3. The Speaker's Platform shall be available to only those persons or groups who have scheduled the use of the facility with the Dean of Students office. The use of the facility will be at such times and under such conditions as shall be announced by that office.
4. There shall be no interference with scheduled classes or with any other educational or administrative processes of the College.

Those who are charged with a violation of these rules are subject to immediate temporary suspension. Due process will be furnished any student so suspended within 72 hours of such suspension by a Hearing Officer appointed by the President. Those found to have engaged in such disorderly behavior may be disciplined, suspended or expelled.

Faculty members shall meet their classes during the hours scheduled in the scheduled places, except as approved by the President or his designee.

BY ORDER OF THE PRESIDENT
DECEMBER 2, 1968

(signed)

S. I. Hayakawa
President

1/6

SAN FRANCISCO STATE COLLEGE

1600 HOLLOWAY AVENUE

SAN FRANCISCO, CALIFORNIA 94132

January 6, 1969

Dear Colleague:

It has repeatedly come to my attention that a major purpose of the strike which commenced in November, 1968, was to insure the establishment of a Black Studies Program. At times it even appeared that there are some elements of the community who believe that students and faculty are in favor of a Black Studies Program while the administration is opposed. That belief is not based on truth. In fact, over the past two years the administration of the College has:

- approved the creation of a Black Studies Program
- approved the granting of a degree in Black Studies
- created a Black Studies Department
- hired Black administrators and faculty to develop and administer the program
- authorized the hiring of 11.3 faculty members by the Black Studies Department so that it may begin full operation in Spring, 1969.

Resources have been made available and authority has been granted to the Dean of Undergraduate Studies and the Chairman of the Black Studies Department to establish courses and to hire faculty members to teach those courses beginning next month. While it remains necessary to seek additional major support for this and other programs of ethnic education, it is clear that considerable progress is now possible through effective use of the resources recently made available.

I will appreciate your assistance in making sure that the factual information in the attached chronology becomes available to all parties interested or active in the development of Black Studies at San Francisco State College. Please be assured of my continuing personal commitment to devote major efforts to the success of this important educational innovation.

Sincerely yours,

Donald Garrity
Vice President
Academic Affairs
6-30-69

Distribution:

- Deans of Schools
- Department Chairmen
- Faculty Organizations

Black Studies Chronology

Important events in the development of the Department of Black Studies and its Curriculum, Staff, and Degree Programs at San Francisco State College - February, 1968-January, 1969.

DOCUMENT DATE	SOURCE	EVENTS
February 9, 1968	Pres. John Summerskill	Appointed Dr. Nathan Hare to be Special Curriculum Supervisor at the rank of lecturer with pay based on academic rank of Associate Professor and with the assignment to "help design a curriculum of Black Studies." Dr. Hare became a member of the staff of the Vice President for Academic Affairs.
Spring Semester, 1968	Dr. Nathan Hare	At least 14 Black Studies courses offered under joint auspices of various currently established departments and of the curriculum coordinator for Black Studies.
March 11, 1968	Dr. Nathan Hare	Reported in Faculty Footnotes: "Actually this is probably the first move at any college to try to solve the Black people's problems through education."
April 16, 1968	Dr. Nathan Hare	Proposed a Department of Black Studies to be created in two phases. Phase I would "pull together some of the currently experimental courses into a new department by September, 1968" (p. 7, Dr. Hare's proposal). Phase II would establish a Black Studies major by September, 1969. The curriculum "has been constructed but certain rough edges are still being ironed out." (p. 7 "Professors and staff must be added at appropriate rates, beginning with three professors by September, 1969, and accelerating to a full departmental staff with each succeeding year" (p. 8, Dr. Hare's Report).

DOCUMENT DATE	SOURCE	EVENT
April 26, 1968	Pres. John Summerskill on recommendation of Vice Pres. Donald Garrity.	Re-appointed Dr. Hare for 1968-69, invited him to teach in addition to administrative assignment if he so desired, and agreed to adjust his administrative duties to permit this arrangement.
August 2, 1968	Vice Pres. Donald Garrity	Proposed that a B.A. Degree in Black Studies starting in 1969-70 be approved by the Trustees (see record of approval below on October 24th). Dr. Garrity's letter to the Chancellor's Office (Dr. Gerhard Friedrich) stated on p.7, "It is anticipated that during the coming year a complete major program in Black Studies will be developed and presented for consideration by our College Curriculum Committee."
September, 1968	Pres. Robert Smith	Appointed Dr. Joseph White as Dean of Undergraduate Studies.
September 17, 1968	Pres. Robert Smith	Created a Department of Black Studies and named Dr. Nathan Hare to be Acting Chairman.
Fall Semester, 1968	Dr. Nathan Hare	More than 20 Black Studies courses offered under joint auspices of Black Studies and established departments.
September 30, 1968	Vice Pres. Donald Garrity	Confirmed Sept. 24, 1968, oral agreement committing 1.2 positions for immediate use.
October 21, 1968	Vice Pres. Donald Garrity	Memo to Pres. Smith states that the Black Studies courses now in session will be transferred to the Black Studies Department in Spring or Fall, 1969. The Black Studies Department is assigned for administrative assistance and supervision to the Dean of Undergraduate Studies

DOCUMENT DATE	SOURCE	EVENT
October 24, 1968	The Trustees of the California State Colleges	Approved Black Studies Degree. First such program in California State College To be implemented, September, 1969 (date suggested by Dr. Hare in his April 1968, proposal).
October 24, 1968	Undergraduate Curriculum (U.C.C.) and Instructional Policies Committee (IPC).	In a joint meeting approved the Black Studies B.A. Degree proposal and recommendation for 11.3 positions.
November 4, 1968	Dean Joseph White	Revised Proposal for Black Studies B.A. Degree presented to Vice Pres. Garrity. Three faculty positions are "needed to initiate the proposed degree program." (p.8) (later increased to 11.3 positions)
December 5, 1968	Council of Academic Deans (CAD)	11.3 positions to be taken from regularly approved programs and given to the Black Studies Department in order to permit it to expand in Spring, 1969, without waiting for a budget allocation (which could not start until Fall, 1969 at the earliest). CAD approved "the implementation of the Black Studies Department with full faculty power commensurate with that accorded all other departments at the College. This power includes the selection of faculty and shaping of the program." (quoted from letter to Pres. S.I. Hayakawa from CAD.
December 17, 1968	Council of Academic Deans	Requested Dean Joseph White as "chief academic officer responsible for the Black Studies Program" to develop and forward to the Vice President's office by Jan. 10th: the courses in Black Studies to be offered in Spring, 1969; the selection and assignment of faculty and the need for office space.

DOCUMENT DATE	SOURCE	EVENT
January 2, 1969	Vice Pres. Donald Garrity	In a letter to Dr. Gerhard Friedrich at the Chancellor's Office stated the College's intention "to begin the formal offering of the (Black Studies) program in the Spring Semester, 1969, which advances the timetable of our original submission."

Note: A study of the above chronology and of the full records reveals that the College Administration has moved with unusual speed in the implementation of the Black Studies Program. In fact, the accomplishments to date have gone considerably beyond both the timetable and the faculty positions requested by Dr. Nathan Hare and Dean Joseph White.

2/10

SAN FRANCISCO STATE COLLEGE

1600 HOLLOWAY AVENUE

SAN FRANCISCO, CALIFORNIA 94132

OFFICE OF THE PRESIDENT

February 10, 1969

To: Faculty, Students, and Staff of San Francisco State College

Let me extend the warmest welcome to all members of the faculty and staff who are returning to the college to resume their responsibilities for the spring semester, and to all new and continuing students who are here to further their education. It is my hope that a settlement of the faculty strike can be arranged on such terms as will allow all instructors to return to work at the outset of the semester. It is also my hope and expectation that a settlement of the student "strike," within the bounds of justice and practicality, will be arranged by a redress of the real grievances of students whose goals are fundamentally constructive. If these hopes are disappointed, however, we shall take all appropriate measures to provide our students the best education we can, using all reasonable means to insure the tranquillity of academic pursuits and the safety of all members of the college community.

Therefore, since the immediate future is uncertain, it is necessary to extend our emergency regulations until peace is restored to the college. Specifically, rallies, parades, be-ins and all other public events likely to disturb studies are hereby forbidden on the central campus. The Speakers' Platform may not be used, and no substitute locations on the central campus area are authorized. People wishing to hold outdoor meetings or rallies may do so in Cox Stadium. (The stadium must be reserved for this purpose by application through the Dean of Students to the Division of Health, Physical Education and Recreation.) Amplification equipment may be used in Cox Stadium. Meetings must be conducted and crowds dispersed, however, in such a way as not to disturb classroom activities, the peace and quiet of the central campus area and its adjoining buildings, or the peace of the community surrounding the campus.

During the spring semester, all classes will be held on campus in their designated classrooms at their designated times. Exceptions will be granted only under exceptional circumstances, and only with a written explanation of the circumstances, the prior recommendation of the department chairman, and the prior approval of the school or division dean. The deans will send copies of such authorizations to the office of the President.

Our new registration procedures should greatly reduce standing in line and other discomforts. Since procedures are new, however, there is also a greater chance of error. Students should therefore be especially careful to make certain that they have correctly completed each step of the process and that they are in fact duly registered when they leave the gymnasium.

I regret to inform you that there is little likelihood that the Black Studies Department will be instituted this spring. Speaking for himself and Dr. Hare, Dean Joseph White has informed us that the developing and staffing of the department "cannot be formally completed until such time as the student strike is resolved." Thus, we are confronted with the irony that the continuance of the student "strike" prevents the fulfillment of one of the most important and widely supported student demands. Since the decision of Dr. Hare and Dean White will soon become unalterable for the spring semester, we must continue planning a School of Ethnic Studies, within which the Black Studies Department will form a part, for the fall semester 1969.

Meanwhile let us fare forward perseveringly, with a calm determination to improve the college as best we can under difficult conditions, and most especially to meet the aspirations and the needs of all our students, to the general enrichment of our collegiate and community life.

S. I. Hayakawa
Acting President

by 

F. D. Dollard
Executive Vice President

SAN FRANCISCO STATE COLLEGE
1600 HOLLOWAY AVENUE • SAN FRANCISCO, CALIFORNIA 94132

S.F. STATE COLLEGE
ARCHIVES

TO: ALL FACULTY

DATE: February 28, 1969

FROM: The President's Select Committee, Curt Aller, Chairman

SUBJECT: Chronology of events in meeting with the BSU/TWLF

In order to keep our colleagues informed, the President's Select Committee reports the following chronology concerning its activities.

- Friday, 21 February: Select committee formed; request received from TWLF for letter stating authority of Select Committee; letter hand-delivered for TWLF and BSU leadership.
- Saturday and Sunday
February 22 and 23: Preliminary arrangements by phone with TWLF leadership preparing for first meeting to be held at 1:00 P.M. on Monday, February 24th, in Chinatown.
- Monday, 24 February: First meeting held; TWLF presents "Preconditions for Peace Talks" which make impossible further discussion that day; meeting terminated after fifteen minutes, with promise that Select Committee would respond to the "Preconditions" as soon as possible.
- Tuesday, 25 February: Select Committee answer hand-delivered before noon. Included was a copy of the "College Position on Issues". No further word from the TWLF.
- Wednesday, 26 February: Select Committee goes into continuous session; letters sent to TWLF and BSU urging immediate resumption of face-to-face meetings, plans set for luncheon with Bishop Hurley, TWLF and BSU representatives, and Curt Aller, Chairman of the Select Committee, to be held Thursday noon. The "College Position on Issues" released to press and faculty at 5:00 P.M.
- Thursday, 27 February: Luncheon with Bishop Hurley, Professor Aller, but neither TWLF or BSU representatives showing up. The select Committee remains in continuous session, ready to meet at any moment.
- Friday, February 28: This report to faculty and staff on events to date.

SAN FRANCISCO STATE COLLEGE

March 18, 1969

JOINT AGREEMENT OF REPRESENTATIVES OF THE THIRD WORLD LIBERATION FRONT AND
THE BLACK STUDENTS UNION AND THE MEMBERS OF THE SELECT COMMITTEE

CONCERNING

RESOLUTION OF THE FIFTEEN DEMANDS AND OTHER ISSUES ARISING FROM THE STUDENT
STRIKE AT SAN FRANCISCO STATE COLLEGE, NOVEMBER 6, 1968 - MARCH 18, 1969.

The undersigned have agreed to all the terms of this joint agreement:

Curt Aller, Chairman, Select Committee

Donald Earnhart

Jordan Churchill

John Edwards

DeVere E. Pentony

Larry Robinson

APPROVED:

S. I. Hayakawa, Acting President

We agree to the following responses to the 15 demands.

Several of the responses are written to enable immediate action toward strike settlement, and they should be understood as taken without prejudice to future development along quite different lines. For example, one response is the establishment of a School of Ethnic Studies. This is an important first step to take, but other alternatives are not precluded for the future. Several of the unaccomplished implementations are due to the unwillingness of the College to proceed with planning without the active cooperation of ethnic minority students, faculty, and community representatives.

B. S. U. #1:

THAT ALL BLACK STUDIES COURSES BEING TAUGHT THROUGH VARIOUS OTHER DEPARTMENTS BE IMMEDIATELY PART OF THE BLACK STUDIES DEPARTMENT AND THAT ALL THE INSTRUCTORS IN THE DEPARTMENT RECEIVE FULL TIME PAY;

1. A memo to President Smith from Vice President Garrity October 21, 1968, stated that a transfer of existing Black Studies courses then in session were to be transferred to the Black Studies Department in Spring or Fall, 1969.

Implementation by College: All courses have been transferred with the exception of one in Anthropology and one in Drama. At this writing it is not known whether the plan is to maintain these courses in the departments or transfer them to Black Studies.

2. All instructors employed full-time will receive full-time pay.

Implementation by College: Accomplished.

B. S. U. # 2:

THAT DR. HARE, CHAIRMAN OF THE BLACK STUDIES DEPARTMENT, RECEIVE A FULL PROFESSORSHIP AND A COMPARABLE SALARY ACCORDING TO HIS QUALIFICATIONS;

The apparent failure to rehire Dr. Hare is irrelevant to the institution of the Black Studies Department. The Department Chairman shall be selected by the usual departmental process and Dr. Hare shall be eligible for selection.

B. S. U. # 3

THAT THERE BE A DEPARTMENT OF BLACK STUDIES WHICH WILL GRANT A BACHELOR'S DEGREE IN BLACK STUDIES: THAT THE BLACK STUDIES DEPARTMENT, CHAIRMAN, FACULTY, AND STAFF HAVE THE SOLE POWER TO HIRE FACULTY AND CONTROL AND DETERMINE THE DESTINY OF ITS DEPARTMENT;

1. The Department of Black Studies was created by President Robert Smith on September 17, 1968. The Bachelor of Arts Degree in Black Studies was approved by the Trustees on October 24, 1968. Through its actions of December 5th and December 17, 1968, the Council of Academic Deans provided the resources needed

to begin the Black Studies Program in the Spring semester of 1969.

On December 5th, 1968, the Council of Academic Deans recognized the Black Studies Department as having "full faculty power commensurate with that accorded all other departments of the College."

Implementation by College and the Trustees: Accomplished.

2. The College approved a community board without specifying what form it shall take. This board will recommend to the President; that is, it will not legally have the sole power to hire faculty and control the department. One point, however, of having a community board is to provide support from the community for the minority programs.

Implementation by the College: Not yet accomplished.
The College has so far been unwilling to institute the board without the active cooperation of ethnic minority students, faculty and community representatives. It is agreed that appointments to this board be agreeable to the College, the Third World faculty, involved Third World students, and Third World communities.

B. S. U. #4:

THAT ALL UNUSED SLOTS FOR BLACK STUDENTS FROM FALL 1968 UNDER THE SPECIAL ADMISSIONS PROGRAM BE FILLED IN SPRING 1969.

This demand was met by the admission of 128 E.O.P. students in the Spring 1969 semester.

Implementation by College: Accomplished.

B. S. U. # 5:

THAT ALL BLACK STUDENTS WISHING SO, BE ADMITTED IN FALL 1969.

1. Admission and entrance requirements are law, not subject to change by the College. The staff of the bi-partisan Legislative Joint Committee on Higher Education recently called the State's Master Plan for Higher Education a failure and included among its recommendations, the following:

(a) Lower entrance requirements for the University and State Colleges until the percentage of minority students enrolled throughout the system was the same as the percentage of minority citizens of college age in the State as a whole.

(b) Have the State Colleges accept the top 40%, instead of the top third of high-school graduates.

(c) Raise the percentage of applicants for whom the Colleges may waive admission requirements from 4% to 10%.

Changes in the law take time to bring about and we do not know what changes will take place. The College has already committed itself (Position Paper on Issues, 2/26/69, VI, 3) to do its part in the study and revision of the Master Plan.

2. Parallel admission standards for Third World people, having the status of equivalents to regular admission requirements, are a basic necessity at San Francisco State College if the College is to fulfill its educational responsibilities

as an institution of higher learning in an urban environment. The College shall develop parallel admission standards for Third World people and others and shall recommend them to the Trustees for enactment in Title V. One responsibility of the Planning Committee for the School of Ethnic Studies shall be to develop, together with the Dean of Admissions, such parallel admission standards by October 1, 1969.

3. Under existing law, the College has initiated procedures for the active recruitment of non-white students, and we present the following information as evidence of good faith in this regard.

For the Fall 1969, (a) about the same number as for the Fall of 1968 of special admittees (400) is expected. The total college enrollment is expected to decrease by about 500, so that no increase in special admissions is possible without a change in the law. (b) 500 regular admissions are being filled by qualified non-white students who are being actively sought and admitted when found. (c) It is estimated that about 100 additional non-white students will enroll through regular admissions channels. (d) The expected total of new non-white student admissions for Fall 1969 is therefore 1,000 (out of a total of 4,670 new students expected to enroll.)

In Fall 1968, the number of non-white students enrolled (including 200 foreign students) was about 3,750 out of a total enrollment of 18,230, or about 20%. For Fall 1969, the estimate is an enrollment of 4,250 to 4,750 non-white students out of a total of 17,700 students, or from about 24% to 27%.

4. The College has committed itself additionally to seek the necessary finances and staff for the E.O.P. (Position Paper on Issues, 2/26/69, IV, 2). The College also commits itself to seek funds, both within the State College system and outside of it, for students, counsellors, and tutors; and we recommend the drawing together in one office of the College all such activities devoted to acquiring the funds needed for the education of Third World and other students.

5. The College shall explore the feasibility of pooling at San Francisco State College the special admissions quotas not used by other State Colleges.

B. S. U. # 6:

THAT TWENTY FULL TIME TEACHING POSITIONS (20) BE ALLOCATED TO
THE DEPARTMENT OF BLACK STUDIES;

1. 12.3 positions (11.3 unfilled) have already been allocated to the Black Studies Department.

Implementation by the College: Accomplished.

2. Additional staff will be allocated in accordance with need and available resources; and it is expected that there will be additional staff allocated by Fall 1969. In addition to faculty needed for course additions and increased enrollments, some staff time should be available for teaching and research assistants. If the need is demonstrated, the allocation to the Department could well exceed 20.

Implementation by the College and Trustees: In process.

B. S. U. #7:

THAT DR. HELEN BEDESEM BE REPLACED FROM THE POSITION OF FINANCIAL AID OFFICER AND THAT A BLACK PERSON BE HIRED TO DIRECT IT, THAT THIRD WORLD PEOPLE HAVE THE POWER TO DETERMINE HOW IT WILL BE ADMINISTERED;

1. The college has established a new position of Associate Director of Financial Aids, and a black administrator has been appointed to it. He is in charge of and responsible for the final decision-making in the College Work Study Program, and for the final decision making on financial aid packages developed for all black students who wish their decisions made by a black administrator.

The College already has in the Office of Financial Aids a Spanish-speaking administrator. He has the same final authority of decision for non-white students who wish their decisions made by a Spanish-speaking administrator.

The respective administrators shall be directly involved in determining the final decisions on the obtaining of funds for Financial Aids.

Implementation by the College: Accomplished.

2. The respective administrators shall be included among the appointments with which the community board is concerned.

3. The College needs additional staff and space support for the Financial Aids Office. Such support will be sought immediately from State sources.

Implementation by the College and Trustees: Not accomplished.

B. S. U. # 8:

THAT NO DISCIPLINARY ACTION BE ADMINISTERED IN ANY WAY TO ANY STUDENTS, WORKERS, TEACHERS, OR ADMINISTRATORS DURING AND AFTER THE STRIKE AS A CONSEQUENCE OF THEIR PARTICIPATION IN THE STRIKE.

The signatory parties are aware of the President's intention to continue scheduled disciplinary hearings but, in recognition of this agreement, to withhold his final decision on disciplinary penalties beyond probation until April 11, 1969.

The members of the Select Committee and the representatives of the T.W.L.F.-B.S.U. join in recommending to the President on all cases pending on March 17, 1969 that:

1. Students charged solely with acts of non-violence shall receive a written reprimand. Students so charged may request a hearing after the receipt of the reprimand and in the event they are found guilty the penalty shall stand.
2. Students charged with "violent acts" shall, if found guilty by the hearing panel, receive a penalty of not more than suspension through the end of the Fall semester of 1969-70. ("Violent acts" are acts of physical aggression against persons or the use of or attempted use of explosives or incendiary materials.)
3. Students charged with "instructional disruption" shall, if found guilty by the hearing panel, receive a penalty of no more than suspension for the remainder of this academic year. ("Instructional disruption" is the disruption or the

attempt to disrupt by force or violence or the threat of violence or force within the situs of the threatened act of any part of the instructional program of the college.)

4. All other acts are deemed to be non-violent.
5. Probation shall be defined so as not to prevent full student activities, or affect student financial eligibility, or affect his hiring eligibility within the College.
6. No further charges will be brought for antecedent acts of instructional disruption or non-violent conduct.
7. A review of current disciplinary procedures should commence immediately. This review should involve, among others, TWLF-BSU students, and should include consideration of a) due process and b) student judicial participation.

B. S. U. #9:

THAT THE CALIFORNIA STATE COLLEGE TRUSTEES NOT BE ALLOWED TO DISSOLVE ANY BLACK PROGRAMS ON OR OFF SAN FRANCISCO STATE CAMPUS;

1. The College affirms its belief that self-government in student affairs is desirable, and will resist any revisions to the California Administrative Code, Title 5, which intend to abridge the decision-making role of students in student affairs. The College also believes that all persons involved in handling student funds should be held accountable in all fiscal matters. New regulations should be provided, if necessary, to clarify areas of financial responsibility.

Implementation by Trustees: Not accomplished.

2. It is urgently recommended by the Select Committee and the representatives of the TWLF-BSU that the College intervene legally in the current dispute of Associated Students funds.

The College shall recommend to the Trustees that they require the colleges to fulfill their obligations under existing Title V regulations rather than add new regulations affecting the controls of student funds.

The College shall further recommend to the Trustees that any action on changes in Title V be postponed until a representative group of Third World students from San Francisco State College has had an opportunity to present its case to the Trustees.

It is expected that some programs now being financed by Associated Students' funds can be supplementarily financed in the future through the School of Ethnic Studies without diminishing its accredited program.

Implementation by College: Not accomplished, awaits planning completion

B. S. U. #10:

THAT GEORGE MURRAY MAINTAIN HIS TEACHING POSITION ON CAMPUS FOR 1968-69 ACADEMIC YEAR.

Personnel matters of the Black Studies Department are a concern of the community

board. Refer to the response to demand #3.

T. W. L. F. #1:

THAT A SCHOOL OF ETHNIC STUDIES FOR THE ETHNIC GROUPS INVOLVED IN THE THIRD WORLD BE SET UP WITH THE STUDENTS IN EACH PARTICULAR ETHNIC ORGANIZATION HAVING THE AUTHORITY AND CONTROL OF THE HIRING AND RETENTION OF ANY FACULTY MEMBER, DIRECTOR, AND ADMINISTRATOR, AS WELL AS THE CURRICULUM IN A SPECIFIC AREA STUDY;

1. The College will endeavor to establish a School of Ethnic Studies to begin operation in the Fall Semester 1969. The College recognizes that in order to mount a truly significant program to meet the needs and aspirations of the ethnic communities, additional funding must be secured. The only alternative available to the College is to recommend to the Chancellor's office and the Trustees the building or purchase of appropriate facilities for the development of a School of Ethnic Studies.

Implementation will require approval by the Trustees and the Department of finances.

A very large planning job faces the College, and the work must start immediately.

2. In status and structure the School will equal existing Schools of the College.

Implementation by the College follows implementation of #1.

3. Staffing will be provided from presently existing funds for planning the School during the Spring Semester 1969 and funds will be sought for Summer 1969.

There shall be a Planning Group and an Advisory Planning Committee.

The Planning Group shall be composed of:

- (a) A full-time Director appointed by the College with the advice and consent of T.W.L.F. students.
- (b) Three Associate Directors, half-time, nominated by the TWLF students with the advice and consent of the College and appointed by the College. They should preferably be either faculty members or graduate students.
- (c) At least one student from each subdivision of the T. W. L. F. (including the B. S. U.) appointed by the TWLF. The students shall be paid.

The functions of the Planning Group are: (1) to do the actual planning for the School of Ethnic Studies, in consultation with the Planning Committee; and (2) to propose plans for consideration of the Planning-Advisory Committee.

The Planning-Advisory Committee shall include the Planning Director as an ex-officio member and 12 members of the faculty or administration as follows:

- (a) Four (4) chosen by the Academic Senate
- (b) Four (4) chosen by the President with the advice and consent of C.A.D.
- (c) Four (4) chosen by the B. S. U. and T. W. L. F. students.

The functions of the Planning-Advisory Committee shall be: (1) to work

closely with the Planning Group in reviewing plans for the S.E.S.; (2) to inform the College community of the needs, difficulties, and problems encountered in planning stages; (3) to recommend to the appropriate College committees, the Academic Senate, C.A.D., and the President the final plan for the S.E.S.

The College will endeavor to obtain funds in order to enable planning to continue during the summer.

Implementation by College: Not accomplished, but it can be immediately.

4. The College will take immediate steps to review its own Academic Master Plan with the purpose of considering the following issues:

- (a) Raising the FTE ceiling for the College to accommodate the School of Ethnic Studies, if new facilities are built or purchased.
- (b) Reserving an FTE allotment for the growth and development of a School of Ethnic Studies.

Implementation by College: Not accomplished.

5. A Community Board representing the several ethnic areas involved, has been approved by the College to assist and supplement the administrative operation of the School of Ethnic Studies. This Board will recommend to the President; that is, it will not legally have the sole power to hire faculty and control the Department.

Implementation by the College: Not yet accomplished.

The College has so far been unwilling to institute the Board without the active cooperation of ethnic minority students, faculty, and community representatives. It is agreed that appointments to this Board be agreeable to the College, The Third World faculty, involved Third World Students, and Third World communities.

T. W. L. F. #2:

THAT 50 FACULTY POSITIONS BE APPROPRIATED TO THE SCHOOL OF ETHNIC STUDIES, 20 OF WHICH WOULD BE FOR THE BLACK STUDIES PROGRAM;

The allocation of faculty positions to the School of Ethnic Studies will follow upon Spring planning and resources acquired by the College. The number of such positions for the Fall semester will be determined during the Spring, and will depend upon the nature of the programs developed, the FTE allocated to the School and the capacity of the facilities allocated.

We commit the College now, in advance of planning, to ten (10) positions for the Fall Semester 1969, without prejudice to the needs for additional positions. If need is demonstrated, the allocation to the School could well exceed 30.

Implementation by College and Trustees: Not accomplished.

T. W. L. F. # 3

THAT, IN THE SPRING SEMESTER, THE COLLEGE FULFILL ITS COMMITMENT TO THE NON-WHITE STUDENTS IN ADMITTING THOSE THAT APPLY;

Same as response to B. S. U. Demand #4.

T. W. L. F. #4:

THAT, IN THE FALL OF 1969, ALL APPLICATIONS OF NON-WHITE STUDENTS BE ACCEPTED;

Same as response to B. S. U. Demand #5.

T. W. L. F. #5:

THAT GEORGE MURRAY AND ANY OTHER FACULTY PERSON CHOSEN BY NON-WHITE PEOPLE AS THEIR TEACHER BE RETAINED IN THEIR POSITION.

Same as response to B. S. U. Demand #10.

WE FURTHER AGREE TO THE FOLLOWING:

1. That a committee of students, faculty, and staff, ethnically mixed, be formed immediately to advise the College on how to deal with the charges of racism at the College. A first task for this committee will be to recommend procedures for dealing with claims of racism within the College.
2. That the procedure for appointing an ombudsman be started again and pressed to as rapid a conclusion as possible.
3. The College shall establish, through its Academic Senate and the Council of Academic Deans, a small committee to expedite decision making and action concerning all aspects of this agreement. Its Chairman shall have direct access to the C.A.D., the Vice Presidents for Academic and Financial Affairs, and the President. The committee will make monthly progress reports to the President, the Academic Senate, and the Council of Academic Deans and will recommend any steps necessary to facilitate the development of the program.
4. In recognition of the urgency of the present situation, we recommend that the Chancellor and Trustees expedite in every way possible the consideration of any requests for special resources presented by the College President which arise from the extraordinary needs of the College at this time.
5. In instances where differences of interpretation occur in the precise meaning of any part of this agreement, final and mutually binding decisions upon all parties shall be made by a three-man group composed of one person named by the President of San Francisco State College, one person named by the Dean of the School of Ethnic Studies and the Chairmen of the various Ethnic Studies Departments, and a third person selected by these two. If no agreement can be reached as to this third person, the third person should be Bishop Mark Hurley.
6. Staffing and admission policies of the School of Ethnic Studies shall be non-discriminatory.
7. Police should be withdrawn immediately upon the restoration of peace to the campus.

8. The state of emergency on campus should be rescinded immediately upon settlement of the strike, together with the emergency regulations restricting assemblies, rallies, etc.
9. The College shall resume planning for a Constitutional Convention and for a student conference on the governance of the urban campus.
10. The students and the administration together recognize the necessity of developing machinery for peaceful resolution of future disputes, arising from conditions or needs outside the terms of this agreement
11. The student organizations signatory to this agreement and the College agree that they will utilize the full influence of their organizations to insure an effective implementation of this agreement.

The End

FOR IMMEDIATE RELEASE

3/20

MARCH 20, 1969
FROM: HFYORKE -

PRESS CONFERENCE ANNOUNCEMENT

Acting President S.I. Hayakawa will announce tomorrow morning, March 21, the College position and commitment to specific action with respect to the issues contained in the 15 demands of the Black Students Union and the Third World Liberation Front. Dr. Hayakawa's position statement will be based on the resolution of student problems arrived at through the joint efforts of the President's Select Committee of faculty members and administrators and leaders of the BSU and Third World over a period of weeks.

Dr. Hayakawa will announce specific plans for establishing a School of Ethnic Studies, to include the Black Studies Department, and for obtaining financing beyond the normal budget allocation to complete planning for the new school. His statement will be directed primarily toward the future of the College. He is expected to announce plans for expanding minority programs and for extending educational opportunities to a broader spectrum of the San Francisco community.

The news conference will be held at 9:30

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