

Miscellaneous University Policies

Travel http://www.calstate.edu/HRAAdm/Policies/travel_policy.shtml

Policy on Establishment of Centers and Institutes

Special units (normally referred to as centers and institutes) that use University resources or that use the name of the University must be established and reviewed in accordance with University procedures and approved by the President or designee. A center or institute may be established in order to provide for the enhancement of instruction through the conduct of research, the performance of public service, or other goals as consistent with the University's mission. A center or institute provides services to on-campus and off-campus populations with the assistance of faculty directors. It is the intent that centers and institutes encourage interdepartmental cooperation, collaboration, and innovative programming. Centers and institutes must exercise fiscal accountability. **11/AS/96/UEPC Approved March 20, 1996**

Revised Open University Enrollment Revenue Sharing Policy

The CSUS Academic Senate endorses the allocation of net Open University enrollment revenues to the Schools and College on the basis of revenue generated by each school's programs. The schools will develop appropriate mechanisms within their governmental structure for the distribution of those funds to the academic units. This policy replaces previously adopted CSUS policies on the distribution of Open University enrollment revenues. **7/AS/88/EPC Approved May 22, 1988.**

Smoking Policy (effective September 2, 2003)

I. DEFINITION: "Smoking" generally means inhaling, exhaling, burning or carrying any lighted cigar, cigarette or pipe. "Secondhand smoke" refers to the fumes produced by smoking.

II. PURPOSE:

On September 17-18, 2002 the California State University Board of Trustees adopted RCOW 09-02-01 amending Title 5 of the California Code of Regulations, adding Paragraph 42356 "Smoking on Campus." This resolution granted the president of each campus and the Chancellor of the California State University authority to adopt rules regulating smoking on the campuses and property of the CSU. The Board said: "the regulation shall seek to mitigate exposure to secondhand smoke." (Authority cited: Sections 89030 and 89031, Education Code. Reference: Sections 89031, Education Code; Sections 19994.30 et. seq., Government Code.)

Based upon comprehensive deliberations with the campus community and surveying current state regulations, policies adopted or under review by other higher education universities, CSU Stanislaus has established a second-hand smoke policy as it relates to smoking restrictions to limit the exposure of campus community members to second-hand smoke on the university grounds.

III. POLICY:

- A. In order to protect the health and safety of all members of the CSU Stanislaus community, smoking is prohibited within 30 feet of all campus buildings. This policy takes effect September 2, 2003. The only exception to this is the residential buildings in Village I where smoking shall continue to be allowed on the balconies.
- B. Smoking continues to be prohibited in campus buildings and in state-owned vehicles. This includes golf carts used to transport people across the campus, even though they are less enclosed than a normal automobile.

- C. Smoking is also prohibited at outdoor public events where people are seated in close proximity to one another. This prohibition applies to outdoor concerts, sporting events, and celebrations like Commencement.
- D. Smoking is permitted at private gatherings where attendees can move about freely and thus avoid contact with secondhand smoke. These include student-sponsored events like Warrior Day, and faculty-staff sponsored activities like the Beer-B-Q. Individual groups may decide to be more restrictive than University policy requires. When this option is selected, however, event organizers should notify attendees of the restriction(s).

IV. PROCEDURES:

A. Identification of 30 foot limits from buildings:

1. Cigarette receptacles or cigarette urns will be placed approximately 30 feet from buildings in key locations away from the main flow of pathways.

B. Publication of Policy:

1. This secondhand smoke policy shall be disseminated on campus. This includes posting signs on or near buildings and widely announcing the policy in campus publications—including faculty, staff and student handbooks, the course catalog, and brochures or announcements that are distributed at public events.
2. Those making announcements to theater and concert audiences as well as those convening conferences or large meetings on campus should be encouraged to include a statement about the university's policy on secondhand smoke in their general announcements.
3. Notice shall be given at or near the principal entrances to the campus or property, as stipulated by the Board of Trustees.

C. Enforcement:

1. Campus community members shall voluntarily observe the policy.
2. Campus community members who are bothered by another person's smoking shall advise the smoker of their concerns in a non-offensive and respectful manner. It should be reasonable to expect that adjustments can be worked out collegially.
3. As a last resort, smokers who repeatedly violate this policy may be reported to the Office of Public Safety. Appropriate action may then be taken under the corrective action provisions of the applicable collective bargaining agreement, or for non-represented staff and students, the applicable policy governing discipline.

VI: OTHER PROVISIONS:

- A. Smoking cessation programs and resource assistance on campus will be available to campus community members.

For additional information or clarification on these guidelines and procedures please contact Public Safety (209) 667-3114.

Protection of Human Subjects in Research (34/AS/83/RFDC) Approved February 23, 1984. Amended on April 29, 1995, (2/AS/95/UEPC) and May 10, 2001 (5/AS/01/RSCAPC), 2/AS/07/RSCAPC approved March 22, 2007. **(Rudy, it's in the folder).**

Protection of Animals in Research or Instruction (20/AS/96/UEPC) approved December 3, 1996. <http://web.csustan.edu/facultyhandbook/animal.htm>

Policy on Responding to Allegations of Scientific Misconduct (16/AS/90/EPC) Approved 11/28/90; amended November 6, 1997 by (13/AS/97/RS), 13/AS/07/RSCAPC approved May 22, 2007. **(Rudy , it's in the folder)**

The Use of Amplified Sound on Campus Agreement

In what follows, we have sought to avoid creating policy where not absolutely required but to achieve the desired ends by agreement on practice, through agreement among the parties affected by the issue.

Specifically, the University seeks (1) to protect organized instructional and learning activities, consonant with its mission, from serious interference while (2) also permitting student programming activities to take place during classroom hours, including in high student traffic areas around classroom buildings.

Therefore, the University Union and the office of Student Life (for concerts sponsored by clubs) agree to keep the amplified sound at events sponsored or authorized by them at a reasonable sound level (established at 60 decibels within classroom buildings), so that the amplified sound does not seriously interfere with the instructors' ability to teach and the students' ability to study.

The University Union and the office of Student Life will monitor and regulate the level of sound at their own events, testing the sound level inside the nearest classroom buildings. They have tested and found that a level of 60 decibels seems a desirable maximum level.

If continued complaints are raised, the issue of amplified sound around classroom buildings will be reexamined in the Student Affairs Advisory Committee, which is composed of equal numbers of faculty and students, nominated by the Academic Senate and the ASI president respectively.

Any change in practice recommended by the Student Affairs Advisory Committee will be submitted to the Academic Senate, Student Senate and University Union Board of Directors for their review and endorsement as well.

We ask the Academic Senate's, the Student Senate's, and the University Union Board of Directors' endorsement of this practice as a reasonable and humane solution to the concern. **1/AS/97/SAAC Approved September 9, 1997**

Sexual Harassment Policy and Procedures Please refer to Executive Order 927: <http://www.calstate.edu/EO/EO-927.html> or Executive Order 675: <http://www.calstate.edu/EO/EO-675.pdf>

Sexual Assault Policy <http://web.csustan.edu/FacultyHandbook/appxq.htm>

Emergency Procedures Manuel

<http://web.csustan.edu/DPS/Pages/Emergency/EmergencyProceduresManual.html>

Network Use Policy <http://web.csustan.edu/facultyhandbook/appxs.htm>

Posting Guidelines (3/AS/03/FAC) Approved May 1, 2003.
<http://web.csustan.edu/facultyhandbook/appxu.htm>

Lottery Funds (Policy on Campus Distribution), (20/AS/03/FBAC, approved January 21, 2004)
<http://web.csustan.edu/facultyhandbook/appxv.htm>

Support Unit Review Policy and Procedures (10/AS/04/Ad Hoc, approved July 1, 2004)
<http://web.csustan.edu/facultyhandbook/appxz.htm>

Scheduling Television Classrooms (Policy/Procedures) (6/AS/05/UEPC, approved May 19, 2005)
<http://web.csustan.edu/facultyhandbook/appxaa.htm>

Workplace Violence Policy. Please see http://web.csustan.edu/DPS/Documents/work_viol.pdf