

SAN JOSE STATE COLLEGE

SAN JOSE 14, CALIFORNIA

ACADEMIC COUNCIL

ACADEMIC COUNCIL POLICY RECOMMENDATION

February 1, 1968

#F67-14

At its meeting of January 8, 1968, the Academic Council adopted the following Policy presented by the Faculty and Staff Affairs Committee entitled "Policy and Minimum Procedures for Reclassification from Salary Class I to Class II".

1. Under the interim procedures prescribed by the Chancellor's Office (FSA 66-62), the first question to be answered is whether the department is one in which the doctorate is not normally expected or attained. A satisfactory answer would seem to require participation both by representatives of the discipline or professional specialization and by some agency speaking for the College as a whole. Specifically, then, an initial negative decision should be made by the department, or perhaps, by the school, where the school represents a single discipline, and this decision submitted to the Academic Council for confirmation.
2. Either with the request for confirmation of the initial decision that the discipline or professional specialization is not one in which the doctorate is normally attained, or subsequent to confirmation, the department (or school, if a single-discipline school) should submit to the Council a detailed statement of the academic or professional preparation that it considers to be the equivalent of the doctorate in that discipline or professional specialization. Such proposed equivalent should not be less than the highest level of academic or professional preparation normally attained in that discipline or professional specialization.
3. If the matters submitted to the Council under paragraphs 1 and 2 originate in the department and not in the school, they should be submitted to the school dean for his recommendation before consideration by the Council or its committees.
4. If the Council approves the initial decision referred to in paragraph 1 and the statement of equivalency referred to in paragraph 2, requests for reclassification can then be processed according to the following procedure:
 - a. Applicants for reclassification should submit to their department chairman a written request for reclassification showing in detail that they meet the requirements of FSA 66-62 and the applicable statement of equivalency. It is the responsibility of the applicant to present all necessary supporting information.

- b. If the applicant's statement appears to meet the requirements, the department chairman shall forward it, with his recommendation, to the school dean for committee consideration. The committee for a particular application shall consist of two members of the department faculty designated by the department chairman, two members of the faculty from other departments in the College designated by the Academic Vice President, and one member of the faculty from another department in the school designated by the school dean. The member designated by the school dean shall be chairman (with vote). This committee is the faculty committee required by FSA 66-62.
 - c. The committee may consult such persons and materials as it deems appropriate. The applicant shall have the right, on his request, to appear before the committee to make an oral statement and to submit an additional written statement.
 - d. If after appropriate inquiry and deliberation, the committee is satisfied that the applicant meets all of the stated requirements, it shall recommend approval of the application and forward it, through the school dean, to the Academic Vice President for final action. The applicant and the department chairman shall be notified of the committee's recommendation, whether favorable or unfavorable.
5. In any department for which the determination referred to in paragraph 1 has not been made and confirmed, it is assumed that the doctorate is normally expected and attained, and in such case no showing of equivalency is provided for in FSA 66-62. However, questions have arisen regarding degrees other than traditional doctorates and requests have been made that such degrees be recognized as doctorates and the holders be given Class II status. In passing on such requests for recognition, the procedure should be substantially the same as that prescribed above for determination of equivalency.
6. Before any application for recognition of a degree as a doctorate can be considered, standards must be established defining the kind and level of academic preparation that the traditional doctorate represents in a particular discipline or professional specialization. Taking the American Ph.D. as a model, the doctorate usually requires, beyond the bachelor's degree:
- 1) Attainment of an intermediate level of proficiency in the discipline, shown by a Master's degree or equivalent, as a prerequisite to the advanced work of the doctoral program;
 - 2) Substantial additional course work plus substantial research formally presented and accepted as a dissertation.

In setting standards for recognition, therefore, a discipline might consider, in addition to its special requirements, the level of the course work taken beyond the bachelor's degree, the presence or absence of an intermediate degree or equivalent, the character and presentation (thesis, book, article, etc.) and recognition of the research done, and perhaps, the total time devoted to graduate work.

7. The initial decision on standards for recognition should be made by the department (or single-discipline school) and submitted to the Academic Council for approval in the manner provided above for statements of equivalency.
8. If the proposed standards for recognition are approved by the Council, requests for recognition and subsequent reclassification shall be processed as follows:
 - a. Applicants for such reclassification shall submit to their department chairman a written request for recognition of their degree or degrees as a doctorate, showing in detail that they meet the standards for recognition established for that discipline or professional specialization. It is the responsibility of the applicant to present all necessary supporting information.
 - b. The subsequent procedure shall be, and the faculty committee shall be, constituted as provided in paragraph 4, above.
9. FSA 66-62 recognizes one basis for reclassification in disciplines or professional specializations in which the doctorate is normally attained: that a faculty member who lacks a doctorate has nevertheless "achieved regional or national status of outstanding prominence." Applications for reclassification under this provision should be made and processed in accordance with paragraph 4 above, but with a showing of qualification under the quoted language of FSA 66-62 rather than of equivalency.

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PRESIDENT
San Jose State College

ACTION BY COLLEGE PRESIDENT:

Approved, Robert D. Clark, Feb 26, 1968

ROBERT D. CLARK, Feb. 26, 1968.

ACADEMIC COUNCIL NOTIFIED: March 26, 1968

Filed Under:

