**SOCIAL SCIENCE RESEARCH AND INSTRUCTIONAL COUNCIL**

*State of California*

Winter 1979 Meeting   
CSU, Northridge

February 1

MINUTES

Present: Crane, Giventer, Graves, Harrell, Haston, Kamieniecki, Korey,   
McCall, Nelson, Palmer, Rummels, Smith, Stevens, Strand, Wagner,   
Wilmot

Absent: Brewster, Dixon, Ebeling, Fox, Geisler, George, Gianos

I. Approval of minutes: The minutes of the Fall meeting were approved as distributed, with Haston casting a lone dissenting vote.

II. Chancellor's Office

1. Strand is working closely with The Field Institute on a new Rider B. Wilmot expressed the view that provision of machine-readable codebooks should not be required by the rider, since doing so might delay deliveries.
2. Persons on several campuses have expressed concern about charge-backs to campuses for consortia memberships. Wilmot explained that funds to cover these chargebacks were sent to campuses earlier in the year. Interested persons should refer to memo BP-78-48.
3. The Council might be asked to set priorities for CSUC memberships in the ICPSR and the Field Consortium. The Council feels that both memberships are essential. Further discussion on this item was deferred to future meetings.

III. DIS

1. The task of putting codebooks on microfiche is near completion. Three sets of microfiche codebooks will be sent to each OR. Addi­tional copies will be available at 10¢ per codebook.
2. The Department of Finance is considering CSUC recommendations for computer procurement. No decision has been reached regarding configuration, but there is agreement that present batch equip­ment is obsolete and will have to be replaced. DIS has conceded that a decentralized configuration will require additional staff for local sites. Those with concerns about the impact of certain configurations should document this impact to DIS and to campus presidents.

*The California State University and Colleges*

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1. Rummels distributed a handout describing JCL necessary for efficient access of the 1972-77 General Social Survey Cumulative file. She will inquire about availability of codebooks for this file.
2. The Council requested that in order to minimize disruption to instruction, updates to SETUPS datasets be made only during the summer.
3. The Council requested that surplus codebooks be sent to the Social Science Research Laboratory at SDSU.

IV. By-laws revision

A. The following revisions to the by-laws were approved.

1. Change Article IV, Section 4, to read as follows:

There shall be a CSUC Questionnaire Committee for the

California Poll which will function in the following way:

1. The Committee will consist of three members--a chair­person, a Northern California member, and a Southern California member. Terms of office will be two years. The first representative from Southern California will serve a one-year term.
2. Any SSRIC, CSUC member is eligible for this Committee. SSRIC, CSUC will select all committee members.
3. The chairperson is responsible for announcing to CSUC

faculty the possibility of including questions on the

California Poll and for reviewing question proposals

that are received by CSUC faculty.

d; Each question's proposal shall be anonymously reviewed

by at least three reviewers to be selected by the members

of the Questionnaire Committee.

1. No proposal shall be reviewed by a faculty member for a campus from which the proposal is received.
2. SSRIC, CSUC will determine the structure and format

of question proposals. Instructions concerning structure

and format shall be included in the requests for proposals.

1. The Committee shall represent the CSUC system at meetings of the California Opinion Research Consortium.
2. At the Fall meeting, the chairperson will report to the SSRIC, CSUC on the progress and status of Committee activities.

2. Add a new Article X, Suspension of by-laws, to read as follows: At any regular meeting at which a quorum is present, the

Council may, by a two-thirds vote of those present and voting, suspend all or a portion of the by-laws. The motion to suspend shall indicate the duration of the suspension.

3. The Council voted to commend Strand for his outstanding work in preparing the new description of the Questionnaire Committee.

4. Pursuant to Article IV, Section 4, as revised, the Council elected Strand Chair of the Questionnaire Committee; Korey as Southern representative, and Graves as Northern representative. Terms of office are retroactive to Fall 1978.

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V. Microfiche. Bob Caruso and Bruce Snyder, representing Raycon Micrographics, Inc., demonstrated microfiche and microfiche readers. They pointed out that microfiche of printouts can save space and mailing costs.

VI. Committee reports

A. TFI Liaison

1. Council members felt that misunderstanding still exists regarding interpretation of CSUC's contract with TFI. The Council agrees that there is no requirement for archival codebooks in machine-readable form. The contract does, however, clearly require that the archival datasets themselves come, when requested, the the SPSS control statements necessary to produce a labeled SPSS system file ("Save file"). The Council directed the Chair to write to Wilmot expressing the Council's point of view.
2. Strand handed out a list of fourteen topics under consideration for inclusion in one or more of the 1979 polls.
3. The Chair will consult with Crane to ascertain whether or not DIS has been receiving datasets from TFI in timely fashion.
4. Strand will continue to work with TFI on remaining problems of data format.
5. The Council voted to commend Strand for his liaison work with TFI.

B. TFI Internships. TFI would like a letter from Wilmot formally designating the TFI Internship Committee (Giventer, Geisler, and Graves) as liaison body to deal with this matter. Giventer will contact Wilmot.

C. Summer Workshop. Due to the press of other duties, Haston has had to resign as Chair of this committee. There is a possibility that some funds may be provided to do a pilot project this year. There is also a possibility that our program could be combined with one being developed at CSULB.

D. NSF CAUSE Proposal. The committee has met once and will report on its progress at the Spring meeting.

VII. Election of Chair. Jim Ross was elected chair for AY l979-8n.

VIII. National Election Studies: Kamieniecki reported on a regional meeting by the Board of Overseers of the National Election Studies which he attended recently at UCLA. He reported on the progress of both the 1978 and 1980 studies.

IX. Liaison with the Business Instructional Computing Council (BICC). Since BICC and SSRIC share some common interests, the Chair of each organization will be placed on the other organization's mailing list.

X. Curriculum Interchange. Copies of supplementary manual developed by Korey for his introductory methods course were distributed. Anyone else having curriculum materials to be distributed to ORs should send a copy of such materials to the Chair.

2/16/79

BICC-CSUC COUNCIL

Dr. Thomas Heflin, Dept. of Finance, Bakerfield

Dr. Robert Olsen, Dept. of Finance, Chico

Dr. Kosaku Yoshida, Dept. of Business, Dominguez Hills

Dr. Peter Simis, Bus. & Admin, Sci, Quant. Studies, Fresno

Dr. Ram Singhania, Dept. of Quatitative Methods, Fullerton

Dr. Timothy McCaughey, School of Business & Economics, Humboldt

Dr. C. U. Rao, Dept. of Business, Stanislaus

Dr. Ward Testerman, Dept. of Business, Pomona

Dr. Bernard L. Weddel, Dept. School of Business, San Jose

Dr. Burton Schaffer, Man. Dept. SB & PA, Sacramento

Dr. Don Raun, School of Business, Northridge

Dr. Pieter Vandenberg, School of Business, San Diego

Dr. Robert F. Williams, School of Business, San Luis Obispo

Dr. George Engler, Dept. of Finance & Law, Los Angeles

Dr. John Chaney, School of Administration, San Bernardino

Dr. Suren Manisinghka, School of Business, San Francisco

Dr. Ron Langley, School of Business, Long Beach

Arnold Langsen, Dept. of Management Sciences, Hayward

Wallace M. Lowry, Department of Management, Sonoma