The Campus Administrative Manual provides general information on Cal Poly's administrative structure; contains locally developed guidelines and governing regulations; and includes information on externally developed laws, rules or regulations under which the University operates and within which the locally developed policy statements included herein have been developed. Statements paraphrasing or summarizing externally promulgated laws, rules or regulations under which this University is obliged by law to operate are included for the general information of all campus personnel and are not intended to modify in any substantive way the rule or regulation on which they are based. Questions of interpretation of such paraphrased or summarized laws, rules or regulations are resolved by referring to the original language in the law, rule or regulation on which the paraphrase or summary was based.

The following chapters contain policies and procedures affecting specific subject areas as noted in the Table of Contents. The Administrative Bulletin section of the Appendix contains policies and procedures which have been recently promulgated, that are interim in nature, or are of less widespread interest. All policies and procedures in the Campus Administrative Manual are in effect until revised by appropriate authority.

Notwithstanding any other provision of sections in the Campus Administrative Manual, if a Memorandum of Understanding entered into pursuant to the Higher Education Employer-Employee Relations Act is in conflict with provisions in this Manual, the terms of the Memorandum of Understanding and not the provisions of the Manual shall govern as to those employees covered by the Memorandum of Understanding.

Warren J. Baker, President

Date: 6/6/93