

**ACADEMIC SENATE
of
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, CA**

AS-738-11

**RESOLUTION ON CONSENT AGENDA REVIEW
DURATION FOR CURRICULAR PROPOSALS**

1 WHEREAS, Senators are given three weeks to review Academic Senate Consent Agenda items,
2 which include curricula that have been recommended for approval by the
3 Academic Senate Curriculum Committee (ASCC) [see:
4 http://www.ess.calpoly.edu/_records/curric-handbook/Curric-roles-respons.html];
5 and
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7 WHEREAS, Faculty who have objections and concerns about curricular changes are
8 encouraged to bring these concerns to the earliest cycles of review for which they
9 are involved [department, college, university (ASCC)]; and
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11 WHEREAS, When faculty concerns over curricular proposals cannot be addressed at the
12 department, college, or university level, faculty have the first two weeks of the
13 three week consent period to have a senator pull the curriculum item from the
14 Consent Agenda, thus moving the item to the Business Items section of the agenda
15 for Senate discussion and final review by the Curriculum Appeals Committee; and
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17 WHEREAS, In Spring 2011 the ASCC participated in a 12-hour Kaizen exercise led by
18 Registrar Cem Sunata and MBA graduate students over a four-week period to
19 examine ways to streamline the curricular process at Cal Poly; and
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21 WHEREAS, The Kaizen exercise revealed that new course proposals spend approximately 300
22 hours in process or queue during the University level of review (ASCC and
23 Senate); and
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25 WHEREAS, 120 of the estimated 300 aforementioned hours of course proposal review occur as
26 a consequence of the three weeks new courses wait on the Consent Agenda; and
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28 WHEREAS, Faculty with curricular concerns (e.g., faculty making proposals, or those who are
29 against proposals) actively monitor the progress of course proposals through the
30 approval process and consequently are well apprised of when a curriculum item
31 will be placed on the Consent Agenda; therefore be it
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33 RESOLVED: That the duration of Academic Senate Consent Agenda review for curricular
34 proposals be reduced from three weeks to two weeks; and be it further

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36 RESOLVED: That senators shall have one week rather than two weeks to request that a
37 curricular proposal be pulled from the Consent Agenda; and be it further

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39 RESOLVED: That the duration of non-curricular Consent Agenda items be unchanged; and be it
40 further

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42 RESOLVED That such policy be implemented immediately upon adoption of this resolution.

Proposed by: Academic Senate Curriculum Committee

Date: September 29 2011

BACKGROUND

<http://www.ess.calpoly.edu/records/curric-handbook/Curric-roles-respons.html>

All curriculum proposals, except new degree programs, appear on the Academic Senate agenda by college as consent items. Senators are given three weeks notice of the consent items and are expected to review the summaries posted on the Office of the Registrar website. Issues, concerns and questions regarding curriculum proposals are directed to the Chair of the Academic Senate Curriculum Committee by one week before the Senate meeting. If the concern is strong enough, any senator may request an item be removed from the consent agenda no later than one week before the meeting. Items removed from the consent agenda will be placed on the Senate agenda as discussion items. The Senate Chair (or designee) will invite representatives from the concerned departments and the Academic Senate Curriculum Appeals Committee to be present at the meetings where pulled proposals will be discussed. It is recommended that the Senate Chair allow the Academic Senate Curriculum Appeals Committee freedom to ask questions at will, without needing to be on the speakers list. Following discussion in the Senate, the Academic Senate Curriculum Appeals Committee will make the final decision to approve, disapprove, or return the items to committee (at any level) for further development. Items not removed from the consent agenda are considered approved on the meeting date of the consent agenda.

State of California
Memorandum

CAL POLY
SAN LUIS OBISPO

To: Rachel Fernflores
Chair, Academic Senate

Date: January 11, 2012

From: Jeffrey D. Armstrong
President



Copies: R. Koob, E. Smith

Subject: Response to Academic Senate Resolution AS-738-11
Resolution on Content Agenda Review Duration for Curricular Proposals

This memo formally acknowledges receipt and approval of the above-entitled Academic Senate resolution.

Please express my appreciation to the committee members for their work on this issue.