

## Office Hours Task Force

An important element of our students' learning experience is their ability to engage with faculty during office hours. Yet Cal Poly's only formal guidance on office hours stems from Academic Senate Resolution AS-91-80, which inserted a policy in the Campus Administrative Manual (CAM). Since 1980, many campus constituencies—including faculty, their union representation, as well as students and campus administration—have come to recognize shortcomings in that policy. Furthermore, CAM has since been replaced by the Campus Administrative Policy (CAP), which includes no revised office-hour policy whatsoever. Given the campus-wide concern over the relevance of the decades-old policy to current campus life as well as many unsatisfactory attempts at piecemeal solutions, the Academic Senate is forming an Office Hours Policy Task Force to craft a new, comprehensive campus policy.

### CHARGE:

- Identify various technological modes of student/faculty interaction that may serve as formal office hours in addition to traditional face-to-face interaction
- Develop guidelines for the minimum amount of office hours to be offered and for communicating faculty office-hour policies
- Develop a report and resolution by the end of Spring 2017 recommending a revised office-hour policy in CAP for Academic Senate approval

### MEETINGS:

Tentatively one-hour every other week

The Academic Senate Chair will appoint the chair of the task force.

### MEMBERSHIP Fall 2017:

Name	Position/Representing	Department	College/ Unit	Phone	Email
Fidopiastis, Pat	Faculty Affairs Committee	Biology	CSM	62883	pfidopia
Griffin, John	ASI	ASI	ASI	61281	jgriff07
Klay, Jennifer (CH)	Faculty	Physics	CSM	61250	jklay
Liddicoat, Al	Academic Affairs		Academic Personnel	65217	aliddico
MacDougall, Neal	CFA	Agribus	CAFES	65034	nmacdoug
Schwab, Keri	Faculty	ExpIndMgmt	CAFES	65113	keschwab
Valencia-Laver, Debra	Associate Dean		CLA	62359	dlvalenc
Van Draanen, Nanine	Associate Dean		CAFES	65658	nvandraa
VACANT	Instruction Committee		CLA		
VACANT	Faculty				