



AGENDA

1. Call to Order [Greenwood]

2. Approval of Minutes [Greenwood]

2.1. Executive Committee Meeting Minutes from November 4, 2025 pp. 2-5

3. Communications and Announcements [Greenwood]

4. Reports

4.1. Academic Senate Chair [Greenwood]

4.2. President's Office [Haft]

4.3. Provost [Liddicoat]

4.4. Statewide Senate [Frame, Rein, & Stegner; Inoue & Senk]

4.5. CFA-SLO [Kawamura, Sinha]

4.6. ASI [Cabeliza, Engel, Schinderle]

5. Discussion Items: None

6. Business Items

6.1. Faculty Appointments [Greenwood]

6.1.1. Approval of Faculty Appointments to Academic Senate and University Committees pp. 6-14

6.2. [TIME CERTAIN: 3:45 p.m.] Resolution on Modifications to the Bylaws of the Academic Senate regarding the Distinguished Teaching Awards Committee [Soma Roya, Distinguished Teaching Awards Committee Chair] pp. 15-16

6.3. [TIME CERTAIN: 4:00 p.m.] Resolution on UFPP 13.1 Administrative Memos [Kenneth Brown, Faculty Affairs Committee Chair] pp. 17-20

6.4. [TIME CERTAIN 4:15 p.m.] Resolution on UFPP Procedural Updates for Semester Conversion [Kenneth Brown, Faculty Affairs Committee Chair] pp. 21-22

6.5. [TIME CERTAIN 4:40 p.m.] CONFIDENTIAL Donor Recognition Naming Consideration [Matthew Weinstein, VP of University Development and Alumni Engagement]

7. Adjournment [Greenwood]



ATTENDEES

Executive Committee Members

Benjamin Alexander OCOB Caucus Chair; **Marc Cabeliza** ASI President; **Alyson Engel** ASI Board of Directors Chair; **Samuel Frame** Vice Chair & CSU Statewide Senator; **Jerusha Greenwood** Academic Senate Chair; **Thomas Gutierrez** Immediate Past Senate Chair; **Kara Hitchcock** PCS Caucus Chair; **Sean Hurley** CAFES Caucus Chair; **Lisa Kawamura** CFA-SLO Chapter President; **Al Liddicoat** Interim Provost and Executive Vice President; **Elizabeth McNie** Solano Campus Representative; **Steffen Peuker** CENG Caucus Chair; **Steve Rein** CSU Statewide Senator; **Andrew Schaffner** BCSM Caucus Chair; **Dustin Stegner** CSU Statewide Senator; **Ava Wright** CLA Caucus Chair; **Vacant**: CAED Caucus Chair

Guests

Ken Brown; Rachel Fernflores; Daniel Grassian; Cheryl May; Tanner Schinderle; Aparna Sinha; Zora Sowinska; Shannon Sullivan-Danser.

AGENDA

- 1. Call to Order:** Jerusha Greenwood, Academic Senate Chair, called the meeting to order at 3:10 pm.
- 2. Approval of Minutes**
 - 2.1.** The Executive Committee Meeting Minutes from October 21, 2025, were approved.
- 3. Communications and Announcement:** None.
- 4. Reports**
 - 4.1. Academic Senate Chair:** No report.
 - 4.2. President's Office:** No report.
 - 4.3. Provost:** Al Liddicoat, Provost, reported that he recently attended events related to the Mustang Media Fest, which celebrated both student and alumni work in the media. He also reminded Executive Committee members that Cal Poly's [AI Convening 2025](#) will take place on Thursday, November 6th from 9:00 am to 5:00 pm in the ATL and encouraged faculty and staff to attend. Mekena McGrew, Noyce School of Applied Computing board member and Deloitte employee, will conclude the event with her keynote speech from 2:45 pm to 3:45 pm. Campus members and faculty have demonstrated significant interest in the event, and the poster session was expanded to accommodate the high number of submissions.
 - 4.4. Statewide Senate:** Dustin Stegner (ENGL), Statewide Senator, reported two main issues from the General Education Advisory Committee (GEAC): first, the upcoming resolution



on GE Area F/6 Review, which was produced by the Academic Preparation and Education Programs Committee (APEP), and second, Cal-GETC proposal guidance being published to community colleges, describing effective ways for proposing GE courses. The meeting also included a more detailed discussion about Cal-GETC and certification (both full and partial). The next GEAC meeting will not take place until January, but in the meantime, overlap at the upcoming plenary meeting between GEAC's concerns and those of other statewide committees is highly likely.

4.5. CFA-SLO: No report.

4.6. ASI: Tanner Schinderle, ASI Chief of Staff, reported that it is Election Day and the polls will be open until eight pm tonight. Cal Poly has remained in the lead out of all CSUs with the highest number of registered voters in the system, 444 of which are new voters registered in the past six weeks. The Board of Directors reviewed the shared governance model for Cal Poly's ASI integration with Maritime's ASI and next, each bylaw will be changed to match the proposal. Finally, ASI continues to regularly collaborate with Cal Poly's Basic Needs Coordinator to determine the best strategies for supporting students in the face of EBT reduction.

5. Discussion Items: None.

6. Business Items

6.1. Faculty Appointments

- 6.1.1.** Approval of Erin Gorter as substitute for Amy Lammert on Curriculum Committee for Winter and Spring 2026 Quarters: Vote postponed pending clarification from college Curriculum Committee.
- 6.1.2.** Approval of Alice Tierney-Fife as substitute for Jeanine Scaramozzino as PCS Senator for Winter and Spring 2026 Quarters: M/S/P to approve Alice Tierney-Fife as substitute for Jeanine Scaramozzino as PCS Senator for Winter and Spring 2026 Quarters.
- 6.1.3.** Approval of Faculty Appointments to Academic Senate and University Committees: M/S/P to amend and approve the following Faculty Appointments to Academic Senate and University Committees.

Ava Wright (CLA)

Ad Hoc Committee on Generative AI Chair

Ryan Jenkins (CLA)

Ad Hoc Committee on Generative AI

Isinsu Baylam Toker (BCSM)

Ad Hoc Committee on Generative AI



Sean Hurley (CAFES)	<i>Ad Hoc Committee on Generative AI</i>
Leida Chen (OCOB)	<i>Ad Hoc Committee on Generative AI</i>
Mercedes Rutherford-Patten (PCS)	<i>Ad Hoc Committee on Generative AI</i>
Foaad Khosmood (CENG)	<i>Ad Hoc Committee on Generative AI</i>
Shantanu Kumar (CAED)	<i>Ad Hoc Committee on Generative AI</i>
	<i>Ad Hoc Committee on Student Perceptions of Teaching Effectiveness Questionnaires/ Student Opinion Surveys</i>
Joongmin Shin (OCOB)	<i>Fairness Board</i>
	<i>Instruction Committee (2024-2026)</i>
Joydeep Mukherjee	<i>Graduation Writing</i>
	<i>Requirement Advisory Board (2025-2028)</i>
Dan Knight (CAED)	<i>Intellectual Property Review Committee (2025-2028)</i>

6.2. Academic Senate Constitution and Bylaws Revision Task Force Charges: Jerusha Greenwood, Academic Senate Chair, reintroduced the Academic Senate Constitution and Bylaws Revision Task Force. This task force would conduct a targeted review and revision of the Academic Senate Constitution and Bylaws, ensuring that these governing documents accurately reflect the university's new academic structure and uphold principles of shared governance in light of Cal Poly's transition to the semester system and integration with the Cal Poly, Solano campus. Her revisions included updating the membership and including a timeline for this task force in accordance with feedback from the Executive Committee. M/S/P to approve the charges for the Academic Senate Constitution and Bylaws Revision Task Force.

6.3. Solano Program Suspension: Rachel Fernflores, Director and Project Manager of Semester Conversion, introduced a proposal to suspend Solano programs duplicative of San Luis Obispo programs. This proposal would suspend the following beginning in fall of 2026: Business Minor; Math Minor; Law Minor; Data Science Minor; Mechanical Engineering, BS; and Business Administration, BS. These changes are consistent with Cal Poly's broader integration strategy and would provide the university with the ability to prioritize resources. M/S/P recommend Solano Minor Suspension.



6.4. Resolution on UFPP 12.2 Office Hours: Kenneth Brown, Faculty Affairs Committee Chair, introduced a resolution on University Faculty Personnel Policies (UFPP) 12.2 Office Hours. This resolution would supersede current policy and mandate that colleges and departments update their office hour policies in accordance with UFPP 12.2 revisions; in particular, these revisions clarify that office hours are not equivalent to the standard instructional obligation of meeting with students ad hoc by appointment and advise that Cal Poly should develop a directory of faculty office hours within the Cal Poly portal. M/S/P to agendize the Resolution on UFPP 12.2 Office Hours.

6.5. Resolution on Credit/No Credit Grading Policy on Semesters: Kris Jankovitz, Instruction Committee Chair, introduced a resolution on Credit/No Credit Grading Policy on Semesters. This resolution would allow students to take a maximum of 12 semester units with Credit/No Credit (CR/NC) grading (specifications varying for undergraduate students, graduate students, and post-baccalaureate teaching credential students). Students could also take up to one course in their Major with CR/NC grading pending approval by their major program, department, or equivalent unit. These changes would be effective Fall 2026. M/S/P to agendize the Resolution on Credit/No Credit Grading Policy on Semesters.

6.6. [CLOSED SESSION¹] 2026 Honorary Degree Nominations: Al Liddicoat, Provost, introduced the 2026 Honorary Degree Nominations.

7. Adjournment: Jerusha Greenwood, Academic Senate Chair, adjourned the meeting at 5:12 pm.

Minutes submitted by

Zora Sowinska

¹ This session is for voting members of the Executive Committee.

FACULTY STATEMENTS OF INTEREST RECEIVED

ACADEMIC SENATE COMMITTEES	2
BAILEY COLLEGE OF SCIENCE AND MATHEMATICS	2
SHARED GOVERNANCE TASK FORCE.....	2
BEN RUTTENBERG.....	2
COLLEGE OF AGRICULTURE, FOOD AND ENVIRONMENTAL SCIENCES (NONE)	2
COLLEGE OF ARCHITECTURE AND ENVIRONMENTAL DESIGN	2
AD HOC COMMITTEE ON STUDENT PERCEPTIONS OF TEACHING EFFECTIVENESS QUESTIONNAIRES/STUDENT OPINION SURVEYS.....	2
JERMAINE WASHINGTON	2
COLLEGE OF ENGINEERING.....	3
SHARED GOVERNANCE TASK FORCE.....	3
ALEX DEKHTYAR.....	3
JENNIFER MOTT	3
COLLEGE OF LIBERAL ARTS	3
SHARED GOVERNANCE TASK FORCE.....	3
LUCY BENCHARIT (<i>Tenure-Track</i>).....	3
ORFALEA COLLEGE OF BUSINESS (NONE)	4
PROFESSIONAL CONSULTATIVE SERVICES (NONE).....	4
CURRICULUM APPEALS COMMITTEE.....	4
CHRISTIAN ANDERSON	4
GREGORY S. BOHR.....	4
JANE LEHR.....	4
ANDREW SCHAFFNER	4
DUSTIN STEGNER.....	5
UNIVERSITY COMMITTEES	5
COLLEGE OF AGRICULTURE, FOOD AND ENVIRONMENTAL SCIENCES	5
COMMENCEMENT POLICY COMMITTEE (2025-2027)	5
SANDY SHEN	5
COLLEGE OF ENGINEERING.....	5
COMMENCEMENT POLICY COMMITTEE (2025-2027)	5
JOHN OLIVER.....	5
FACULTY VACANCIES.....	6
VACANCIES BY CAUCUS/CAMPUS.....	6
ACADEMIC SENATE FACULTY VACANCIES BY COMMITTEE	7
FACULTY REPRESENTATIVE VACANCIES FOR UNIVERSITY COMMITTEES.....	7

ACADEMIC SENATE COMMITTEES

BAILEY COLLEGE OF SCIENCE AND MATHEMATICS

SHARED GOVERNANCE TASK FORCE

BEN RUTTENBERG (Tenured); Biological/Marine Sciences; 13 years at Cal Poly (San Luis Obispo)

I also serve as the Director for the Center for Coastal Marine Science, a natural collaborator with Solano. As integration has proceeded, the Administration has not reached out to any marine science faculty (including me) about how best to collaborate with Solano. We have started this work ourselves, but it's slow. In addition, I am trying to lead an effort of Center Directors to create more true shared governance and transparency across the University. This would be an ideal place to advance this work. Note: I will teach 3-6pm on Weds in Winter, so I'd be unable to attend until Spring Quarter

COLLEGE OF AGRICULTURE, FOOD AND ENVIRONMENTAL SCIENCES (None)

COLLEGE OF ARCHITECTURE AND ENVIRONMENTAL DESIGN

Ad Hoc Committee on Student Perceptions of Teaching Effectiveness Questionnaires/Student Opinion Surveys

JERMAINE WASHINGTON, Lecturer; Architecture; 12 years at Cal Poly; Seeking to fill lecturer vacancy

My motivation for applying for this committee lies in the title listed above...Teaching Effectiveness Questionnaires and Student Opinion Surveys. Listed on our portals as 'Course Evaluations', there seems to be a disconnect between the intentionality of this process, how and when they are distributed and the overall effectiveness of this requirement. I someone who has not taught the full range of year levels in the respective department of architecture, I have a special insight both into the student perception into this process and as a matter of course, a unique departmental relationship to this process in terms of when it is offered.

The criteria for procedures of administering student evaluations has mostly remained a mystery to me. To increase response rates and reduce incidences of bias are both items that, in my opinion have gone in the opposite of its intended direction. I've had conversations with students both who have never filled out 'any' evaluations and those who 'only' fill out evaluations to specifically complain. This tells me quite a lot about the perceived purpose of this process and its infallibility.

From a faculty's point of view, I am intrigued about how its packaged and presented and ultimately gets tied to my permanent record. Sometimes there's specific feedback on this data as a part of my reporting but often there is no clear feedback on how to approach or change the process.

Lastly, I would really like to understand the nuance of this process and its relationships at the college and departmental levels. An example of this and speaking only from my experience, the evaluation process is a difficult one to generalize. As a department, these evaluations are opened to us along with the greater university on the final week of each term. Historically, this timing coincides with our final review week, and students have neither the wherewithal,

time, nor bandwidth to think about evaluating a course while they are still completing the requirements of said course. And yes, I have personally requested to alter the timing as is our policy, but this was successful in moving the timing up by one week which still did not remedy the challenge. In fact, I believe it made the response rate even worse during that term.

COLLEGE OF ENGINEERING

SHARED GOVERNANCE TASK FORCE

ALEX DEKHTYAR (Tenured); Computer Science and Software Engineering; 18 years at Cal Poly (San Luis Obispo)

In Summer 2024, and then in Summer of 2025 I met several colleagues from the California Maritime Academy, and spent some time discussing transition process with them. In those conversations I became aware of the hopes and concerns our future colleagues had. While CSSE does not have a counterpart department at the Solano campus, I am part of Cal Poly's Data Science Program Affiliated Faculty, and we have been working informally with our colleagues at Solano on integrating their Data Science efforts with the work we do at the San Luis Obispo campus. Through the communication with the colleagues at Solano I have acquired understanding of how the Maritime Academy/Solano campus functions. I remain very interested in contributing to successful integration of the operations at the SLO and Solano campuses, and I would be happy to serve on the Shared Governance Committee.

JENNIFER MOTT (Tenured); Mechanical Engineering; 13 years at Cal Poly (San Luis Obispo)

As a member of one of the integrated departments with Maritime, I have been actively working to have shared governance within our department and with our new colleagues. It would be good to look at it from a university wide lens and also ensure that our voice in engineering is heard since we in ME are one of the most affected departments.

COLLEGE OF LIBERAL ARTS

SHARED GOVERNANCE TASK FORCE

LUCY BENCHARIT (Tenure-Track); Psychology and Child Development; 7 years at Cal Poly (San Luis Obispo)

Shared governance is an important practice throughout academia that aims to uphold standards of rigor in academic research across institutions while reducing redundancy and process losses on multi-functional teams. As a scholar and researcher of organizational behavior, I am very much committed to making sure these processes work smoothly for our Cal Poly faculty members and research community. To do so, I bring a wealth of knowledge from my training in Psychology and Organizational Behavior that can facilitate decision-making among diverse groups in our discussions of shared governance. I have taken a leading role in a number of projects across institutions that benefit from proactive models of shared governance, including at projects at NYU, UCLA, and Stanford University. In these roles, I have had to engage with institutional policies around grant funding distribution, administrative staffing policies/processes, and intellectual property considerations. This experience with various institutions will help Cal Poly's mission to streamline best practices in shared governance.

In addition, I currently engage in a number of projects that might fall under shared governance protocols with other universities, including a number of collaborators at Stanford

University. I hope to make lasting changes to facilitate ease of collaboration for Cal Poly faculty working under a similar research model. If selected for this committee, I will bring diverse institutional experiences, a background in relevant research/scholarship, and a focus on ease of adoption for Cal Poly faculty.

ORFALEA COLLEGE OF BUSINESS (None)

PROFESSIONAL CONSULTATIVE SERVICES (None)

CURRICULUM APPEALS COMMITTEE

CHRISTIAN ANDERSON, Tenured; World Languages and Cultures; 13 years at Cal Poly

Eligibility: Academic Senate Curriculum Committee Member

I realize this committee has a small pool; I'm happy to serve if needed.

GREGORY S. BOHR, Tenured; Social Sciences; 22 years at Cal Poly

Eligibility: Academic Senate Curriculum Committee Chair & Member

Over my time at Cal Poly my primary on-campus service activities have centered on curriculum. I was Chair of the CLA Curriculum Committee from September 2011 - August 2021, a member of the ASCC from Sept. 2011 - August 2020, and Chair of the ASCC from August 2020 - July 2023. As Chair of the ASCC, I was also an ex officio member of the USCP Committee. Over those 12 years I played a role in--or at least observed--substantial development in the Cal Poly curriculum and curriculum-related policy. I have experience in the careful review of proposed curriculum as well as the balancing of curricular plans and expectations between programs and colleges. As a member of the ASCAC I would like to apply that experience in helping to maintain the quality and fairness of the Cal Poly curriculum.

JANE LEHR, Tenured; Ethnic Studies & Women, Gender and Queer Studies; 19 years at Cal Poly

Eligibility: USCP Review Committee Chair & Member

I was selected/elected to this role last year but apparently it was only for 1 quarter instead of 3 years? I am not sure why / This is confusing! That said, I remain very happy to participate. In addition to my years of experience on the USCP Review Committee, I also served for multiple years on the CLA College Curriculum Committee, including during the Q2S period. I am very excited that there is now an appeals process and hope that it leads to greater support and buy-in for the requests of these various committees as part of curricular review.

ANDREW SCHAFFNER, Tenured; Statistics; 28 years at Cal Poly

Eligibility: Academic Senate Curriculum Committee Chair

I have served on the Appeals Committee many times in the past—most often on an ad-hoc basis when vacancies arise. When appeals occur, an all-hands call typically goes out to the small pool of eligible faculty, and I am frequently asked to serve.

With many years of experience as a former ASCC Chair, IDHC Co-Chair, and Senate Caucus Chair, I am well-versed in the complexities and constraints involved in proposing curriculum at both the course and program levels. I approach appeals with a technical and process-focused mindset, and I make a deliberate effort to listen carefully and understand the perspectives of both the proposer and the appellant.

Why am I applying? Since I am regularly asked to serve when needed, I would like to formally place my name on the roster. This provides clarity and transparency for everyone involved.

DUSTIN STEGNER, Tenured; English; 19 years at Cal Poly

Eligibility: Academic Senate Chair; Former Academic Senate Vice Chair

I would be happy to serve on the Curriculum Appeals Committee. As a former Academic Senate Chair, Academic Senate Vice Chair, Chair of the GEGB, and department curriculum committee chair, I have had extensive experience with department-, college-, and university-level curriculum review. I look forward to the opportunity of working with my colleagues on this committee.

UNIVERSITY COMMITTEES

COLLEGE OF AGRICULTURE, FOOD AND ENVIRONMENTAL SCIENCES

COMMENCEMENT POLICY COMMITTEE (2025-2027)

SANDY SHEN, Experience Industry Management (Tenure-Track); 4.5 years at Cal Poly

I am interested in serving on the Commencement Policy Committee to contribute to the planning and policy development of a meaningful and inclusive commencement experience. As a faculty member in Experience Industry Management, I would bring experience design expertise and a strong understanding of live event operations, including guest flow, accessibility, and large-scale ceremony logistics. My accomplishments include designing and evaluating event experiences that align directly with candidate and faculty line-up, processions, and the coordination of college marshals. I look forward to collaborating with campus partners to support clear and equitable commencement policies related to ceremony structure, academic regalia, invited speakers, and guest accommodations. I am particularly interested in contributing to projects that improve ceremony flow and enhance the overall experience for students, families, and faculty. My goal is to help deliver a well-organized and memorable commencement that reflects Cal Poly's values. Thank you so much for your consideration!

COLLEGE OF ENGINEERING

COMMENCEMENT POLICY COMMITTEE (2025-2027)

JOHN OLIVER, Computer Engineering (Tenured); 18 years at Cal Poly

I love commencement and attend both my department and university ceremonies annually.

FACULTY VACANCIES

Highlighted committees indicate that one or more SOIs were included in the January 6 Executive Committee agenda.

VACANCIES BY CAUCUS/CAMPUS

CAUCUS/CAMPUS	ACADEMIC SENATE COMMITTEE	UNIVERSITY COMMITTEE
CAED	Distinguished Teaching Awards (25-27)	Commencement Policy Committee (24-26)
	Fairness Board (24-26)	
	GEGB (24-27)	
	Instruction (25-27)	
CAFES	GEGB (25-28)	Commencement Policy Committee (25-27)
CENG	BLRP (25-27)	Commencement Policy Committee (25-27)
	Diversity (24-26)	
	Fairness Board (25-27)	
CLA	BLRP (2024-2026)	Intellectual Property Review Committee (25-28)
BCSM	GEGB (23-26)	Commencement Policy Committee (25-27)
OCOB	GEGB (23-26)	Commencement Policy Committee (24-26)
	Sustainability (25-27)	
PCS	Ad Hoc Committee on Student Perceptions of Teaching Effectiveness/ Questionnaires/Student Opinion Surveys	Academic Assessment Council (2023-2026)
	Curriculum (25-27)	GWR Advisory Board (24-26)
	DSA (25-27)	Intellectual Property Review (23-26)
	DTA (25-27)	
	Fairness Board (24-26)	
	Grants Review (25-27)	
	RSCA (24-26)	
	Sustainability (25-27)	
SOLANO	Ad Hoc Committee on Student Perceptions of Teaching Effectiveness/ Questionnaires/Student Opinion Surveys	
	BLRP (AY 2025-2026)	
	Fairness Board (AY 2025-2026)	
	Graduate (AY 2025-2026)	
	Sustainability (AY 2025-2026)	

ACADEMIC SENATE FACULTY VACANCIES BY COMMITTEE

COMMITTEE	VACANCY	TERM EXPIRATION
Ad Hoc Committee on Student Perceptions of Teaching Effectiveness/ Questionnaires/Student Opinion Surveys	PCS	n/a
	Solano	n/a
BLRP	CENG	2027
	CLA	2026
	Solano	2026
Curriculum	PCS	2027
Curriculum Appeals	3-5 representatives	
DSA	PCS	2027
DTA	PCS	2027
Diversity	CENG	2026
Faculty Affairs	<i>None</i>	
Fairness Board	CAED	2026
	CENG	2027
	PCS	2026
	Solano	2026
GEGB	CAED	2027
	CAFES	2028
	BCSM	2026
	OCOB	2026
Graduate	Solano	2026
Grants Review	PCS	2027
Instruction	CAED	2027
RSCA	PCS	2026
Sustainability	PCS	2027
	OCOB	2027
	Solano	2027
USCP Review	<i>None</i>	

FACULTY REPRESENTATIVE VACANCIES FOR UNIVERSITY COMMITTEES

COMMITTEE	VACANCY	TERM EXPIRATION
Academic Assessment Council	PCS	2026
	School of Education	2027
Academic Council for International Programs	<i>None</i>	
Alternative Transportation Committee	<i>None</i>	

COMMITTEE	VACANCY	TERM EXPIRATION
ASI Board of Directors	<i>None</i>	
Athletics Advisory Board	<i>None</i>	
Cal Poly Corporation Board of Directors	<i>None</i>	
Cal Poly Opportunity Fee (CPOF) Committee	<i>None</i>	
Campus Administrative Policy (CAP) Committee	<i>None</i>	
Campus Dining Advisory Committee	<i>None</i>	
Campus Fee Advisory Committee	<i>None</i>	
Campus Parking & Transportation Advisory Committee	1 At-large faculty	2027
Campus Planning Committee	2 at-large faculty representatives	2027 (for both)
Campus Safety and Risk Management Committee	<i>None</i>	
Commencement Policy Committee	CAED	2026
	CAFES	2027
	CENG	2027
	BCSM	2027
	OCOB	2026
Disability Access and Inclusion Committee	<i>None</i>	
Faculty Advisory Committee on Library	<i>None</i>	
GWR Advisory Board	PCS	2026
Institutional Animal Care and Use Committee	<i>None</i>	
Instructionally Related Activities Advisory Committee	<i>None</i>	
Intellectual Property Review	CLA	2028
	PCS	2026
International Programs Committee	<i>None</i>	
President's Cabinet	<i>None</i>	
Public Safety Advisory Committee	<i>None</i>	
Shared Governance Task Force	BCSM	n/a
	CAED	n/a
	CAFES	n/a
	CENG	n/a
	CLA	n/a
	OCOB	n/a
	PCS	n/a
	Solano (x2)	n/a

COMMITTEE	VACANCY	TERM EXPIRATION
Student Health Advisory Committee	<i>None</i>	
Student Success Fee Allocation Advisory Committee	<i>None</i>	
Substance Use and Abuse Advisory Committee	<i>None</i>	
Sustainability Advisory Committee	<i>None</i>	
University Committee on Committees	<i>None</i>	
University Union Advisory Board	<i>None</i>	
Youth Protection Committee	<i>None</i>	

Adopted:

ACADEMIC SENATE
Of
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, CA

AS-____-26

**RESOLUTION ON MODIFICATIONS TO THE BYLAWS OF THE ACADEMIC SENATE REGARDING
THE DISTINGUISHED TEACHING AWARDS COMMITTEE**

1 WHEREAS, Each Cal Poly campus (San Luis Obispo and Solano) has unique academic
2 program structures; and
3
4 WHEREAS, The selection process for the awardees of the Distinguished Teaching Awards
5 requires that the Distinguished Teaching Award committee members conduct
6 class visits of the finalists; therefore be it
7
8 RESOLVED: That the Cal Poly Academic Senate establishes Distinguished Teaching Awards
9 committees at each Cal Poly campus, and each committee will prepare
10 procedures and guidelines for the award selection as fits the unique needs of the
11 campus; and be it further
12
13 RESOLVED: That the *Bylaws* of the Academic Senate be modified as shown on the attached
14 revision.

Proposed by: Distinguished Teaching Awards Committee
Date: December 15, 2025

Distinguished Teaching Awards Committee

(a) Membership, San Luis Obispo campus

General Faculty representatives should be former recipients of the Distinguished Teaching Award from the San Luis Obispo campus. If no prior Distinguished Teaching Award recipients from a particular college are available and willing to serve, the Executive Committee, in consultation with the San Luis Obispo Distinguished Teaching Awards Committee chair, may appoint a faculty member from that college who has a clear and compelling record of sustained, outstanding instructional performance. Ex officio members shall be two ASI representatives from the San Luis Obispo campus. These students will have at least junior standing and will have completed at least three consecutive terms and 24 semester units at Cal Poly with at least a 3.0 grade point average.

(b) Membership, Solano campus

General Faculty representatives should be 3 – 4 former recipients of the Distinguished Teaching Award from the Solano campus. If no prior Distinguished Teaching Award recipients are available and willing to serve, the Executive Committee, in consultation with the Solano campus Distinguished Teaching Awards Committee chair, may appoint a faculty member(s) who has(ve) a clear and compelling record of sustained, outstanding instructional performance. Ex officio members shall be one ASI representative from the Solano campus. This student will have at least junior standing and will have completed at least three consecutive terms and 24 semester units at Cal Poly with at least a 3.0 grade point average.

(c) Responsibilities

The Distinguished Teaching Awards Committees at the two campuses shall conduct the selection process and judge potential candidates for the Distinguished Teaching Award in accordance with the special rules and procedures developed by the Distinguished Teaching Awards Committees at the two campuses and approved by the Executive Committee. Final recommendations regarding the Distinguished Teaching Award recipients will be submitted to the President through the Academic Senate Chair.

Adopted:

ACADEMIC SENATE
Of
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, CA

AS-____-26

RESOLUTION ON UFPP 13.1 ADMINISTRATIVE MEMOS

Impact on Existing Policy: Revises UFPP 13.1 changing procedure for adding administrative memos to UFPP Appendix, effective upon approval of this resolution.

1 WHEREAS, University Faculty Personnel Policies (UFPP) Appendix of administrative
2 memos is a convenience to the university community by providing ready
3 access to administrative memos relevant to faculty personnel policies;
4 and
5
6 WHEREAS, Publishing memos in UFPP Appendix is a wholly editorial act in relation to
7 memos already in effect when they were distributed by administration;
8 and
9
10 WHEREAS, The current process of approving the addition of administrative memos
11 to UFPP Appendix by the Academic Senate Personnel Policies Consent
12 Agenda delays their publication, sometime by a few months; and
13
14 WHEREAS, UFPP Appendix functions as a document separate from UFPP without the
15 normal constraints on UFPP of an annual edition fixed in its content for
16 the upcoming faculty evaluation cycles for the academic year; therefore
17 be it
18
19 RESOLVED: That UFPP 13.1 be revised according to the attached documents; and be
20 it further
21
22 RESOLVED: That the procedure in the revisions to UFPP 13.1 be implemented
23 immediately upon presidential approval of this resolution.

Proposed by: Academic Senate Faculty Affairs Committee
Date:

UFPP 13.1 Administrative Memos

Proposed Revisions

Winter 2026

EXECUTIVE SUMMARY: The Academic Senate Faculty Affairs Committee (FAC) proposes a revision to the process of adding administrative memos to the UFPP Appendix allowing additions as needed with notification to the Senate of any changes.

BACKGROUND: The Academic Senate Faculty Affairs Committee (FAC) is a standing Senate committee with representation from each college, the library and professional consultative services, the Solano campus, Academic Affairs, and a student representative. FAC employs a standard process for approval of updates to University Faculty Personnel Policies (UFPP) including consultation with faculty affected by proposed changes and clear identification of which policy documents have been superseded by a proposed change. This process uses Academic Senate resolutions to establish new policy, revise existing policy, or substantially reformulate existing policy. It also allows the Senate Executive Committee to place non-controversial updates to personnel policies or addition of administrative memos to the UFPP Appendix on the Senate consent agenda.

Summary

Adding administrative memos to UFPP Appendix would no longer require Academic Senate consent, but instead would occur as needed with FAC providing a written report to the Senate whenever an administrative memo is added to the UFPP Appendix.

Impact on Existing Policy

Supersedes the procedure in UFPP. 13.1.4–5.

Implementation

Effective upon the President's approval of the Academic Senate's resolution on this procedural change.

Consultation

Consultation will consist of Academic Senate deliberation on this resolution.

What follows are the revised policy text for UFPP and a copy showing revisions from current policy (which can be seen in the current version of UFPP posted to the Academic Personnel website).

13.1. Administrative Memos

- 13.1.1. UFPP includes an appendix containing copies of various administrative memos relevant to policies in UFPP or subordinate policy documents. Administrative memos state or create policy by administrative action. Gathering them into an appendix provides a convenience of a single location for policy memos cited in UFPP or in subordinate college, library, or department policy documents.
- 13.1.2. UFPP Appendix: Administrative Memos shall be contained in a document separate from UFPP, and accessible on the Academic Personnel website along with UFPP.
- 13.1.3. Administrative memos are sorted by date and assigned descriptive names typically drawn from their subject lines. To standardize citation of administrative memos, each is assigned a reference number in the following format: AM-YYYYMMDD. Any citation of administrative memos in UFPP or subordinate policy documents should use that reference standard.
- 13.1.4. FAC and Academic Personnel shall determine when an administrative memo be placed in the UFPP Appendix and do so as needed.
- 13.1.5. Adding administrative memos to UFPP shall be regarded as wholly editorial in relation to memos that are already in effect as they are issued by administration. To keep the university up to date on administrative memos, FAC shall provide a written report to the Academic Senate when any memos are added to the UFPP Appendix.

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- 1.1.1. ~~FAC and Academic Personnel shall determine when an administrative memo be placed in the UFPP Appendix and do so as needed. Administrative memos shall be placed in this appendix by Academic Senate Consent or Academic Senate Resolution cited in a list of the memos in UFPP.~~
- 1.1.1. ~~Adding citations of administrative memos to UFPP shall be regarded as wholly editorial in relation to memos that are already in effect as they are issued by administration, and therefore needs no further Academic Senate action. To keep the university up to date on administrative memos, FAC shall provide a written report to the Academic Senate when any memos are added to the UFPP Appendix.~~

Adopted:

ACADEMIC SENATE
Of
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, CA

AS-____-26

RESOLUTION ON UFPP PROCEDURAL UPDATES FOR SEMESTER CONVERSION

Impact on Existing Policy: Ad hoc exception to normal Academic Senate procedure for approving omnibus procedural revisions to UFPP specifically for AY 2026-27.

1 WHEREAS, Procedures described in University Faculty Personnel Policies (UFPP) that
2 have been developed for a quarter calendar will be out of date when Cal
3 Poly converts to a semester calendar; and
4
5 WHEREAS, UFPP contains some other descriptions of procedures that have become
6 out of date with current administrative processes; and
7
8 WHEREAS, Implementation of year-round operation may require further changes to
9 descriptions of procedures making references to academic calendars that
10 would be prudent to anticipate; and
11
12 WHEREAS, Editing of UFPP to address quarter-specific language and various other
13 discrete processes that would be outdated is easier to implement once all
14 substantial policy revisions are established by the Academic Senate; and
15
16 WHEREAS, Substantial policy revisions to UFPP will be occupying time in Academic
17 Senate meetings through the end of AY 2025-26; therefore be it
18
19 RESOLVED: That after all Academic Senate action on UFPP policy revisions is
20 completed in AY 2025-26, the Academic Senate Faculty Affairs
21 Committee implement a final update to UFPP for AY 2026-27 specifically
22 to change references to a quarter calendar into semester or term-neutral
23 procedures, and any other procedural matters that no longer align with
24 current administrative processes; and be it further
25
26 RESOLVED: That FAC provide a written report to the Academic Senate Executive
27 Committee providing an account of all such procedural revisions

implemented after the conclusion of the Academic Senate's meeting schedule for AY 2025-26; and be it further

31 RESOLVED: After summer 2026 any further updates to procedures described in UFPP
32 continue to use existing consent agenda or business item (i.e. resolution)
33 based changes to UFPP.

34

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