



CAL POLY
Academic Senate

Academic Senate Executive Committee Meeting

Tuesday, September 29, 2026 | 3:00 – 4:50 p.m.

<https://calpoly.zoom.us/j/89998338571>

AGENDA

1. **Call to order** [Frame]
2. **Approval of September 22, 2026, meeting minutes** pp. 2-5
3. **Communications and Announcements** [Frame]
4. **Reports**
 - 4.1. **Academic Senate Chair** [Frame]
 - 4.2. **President's Office** [Haft]
 - 4.3. **Provost** [Liddicoat] p. 6
 - 4.4. **Statewide Senate** [Inoue, Navarro, Rein, & Stegner]
 - 4.5. **CFA SLO & Solano** [Kawamura, Sinha]
 - 4.6. **ASI** [Schinderle, Short] p. 7
5. **Discussion Items**
 - 5.1. **Student Perceptions of Learning Experience Committee** pp. 8-10
6. **Business Items**
 - 6.1. **Ad Hoc Workgroup on Internship/Co-op Policy** pp. 11-13
 - 6.2. **Resolution on Modification of the Academic Senate Bylaws regarding the Instruction Committee (Academic Policies Committee)** pp. 14-17
Kris Jankovitz, Instruction Committee Chair
7. **Adjournment** [Frame]



ATTENDEES

Executive Committee Members

Benjamin Alexander OCOB Caucus Chair; **Samuel Frame** Academic Senate Chair; **Lauren Garner** CAFES Caucus Chair; **Jerusha Greenwood** Immediate Past Senate Chair; **Kara Hitchcock** PCS Caucus Chair; **Jen Haft** Office of the President; **Sean Hurley** Vice Chair; **Taiyo Inoue** CSU Statewide Senator; **Kris Jankovitz** BCSM Caucus Chair; **Lisa Kawamura** CFA-SLO Chapter President; **Stacy Kolegraff** CAED Caucus Chair; **Al Liddicoat** Provost and Executive Vice President; **Allison Myers** CLA Caucus Chair; **Steffen Peuker** CENG Caucus Chair; **Steve Rein** CSU Statewide Senator; **José Navarro** CSU Statewide Senator; **Tanner Schinderle** ASI President; **Olivia Short** Board of Directors Chair; **Aparna Sinha** CFA – Solano; **Dustin Stegner** CSU Statewide Senator

Guests

Simone Aloisio; Rachel Fernflores; Cheryl May; Mary Pedersen; Zora Sowinska; Shannon Sullivan-Danser

MINUTES

1. **Call to order:** Samuel Frame, Academic Senate Chair, called the meeting to order at 3:01 pm.
2. **Approval of September 15, 2026, meeting minutes:** The minutes from the September 15, 2026, meeting were approved.
3. **Communications and Announcements:** Samuel Frame, Academic Senate Chair, announced that a call for statements of interest for the Cal Poly Distinguished Teaching Award Committee and the Cal Poly Maritime Academic Senate Council has been sent out. Once statements of interest are received, Solano faculty will engage in a vote for one-, two-, and three-year appointments with staggered terms. Faculty will also recommend a chair to the Executive Committee, who will then vote to approve the chair. The Academic Senate bylaws must be suspended to establish this council.
4. **Reports**
 - 4.1. **Academic Senate Chair:** None.
 - 4.2. **President's Office:** None.
 - 4.3. **Provost:** Al Liddicoat, Provost, shared a reminder that the accessibility deadline for digital materials has been moved to April of 2027, and he has been working with Sarah Macdonald (Center for Teaching, Learning and Technology) and Mary Pedersen (Office of the Provost) to determine methodical methods for supporting faculty. The provost will also work with deans and associate deans and intends to communicate the deadline to faculty.



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- 4.4. Statewide Senate:** Dustin Stegner, SLO Statewide Senator, reported that the policy review subgroup of the Academic Affairs Committee has been consulting with the English Council about potential changes to the Graduation Writing Requirement.
- 4.5. CFA SLO & Solano:** Lisa Kawamura, CFA SLO President, and Aparna Sinha, provided a written report that can be viewed [here](#) (pp. 6-12).
- 4.6. ASI:** Tanner Schinderle reported that ASI remains focused on Flex Your Right, their voter registration initiative, in addition to new transportation options for students. Olivia Short, ASI Board of Directors Chair, reported that ASI elected their new University Union Advisory Board Chair, Peyton Kelly.

5. Discussion Items

- 5.1. Committee Chair Appointment Process:** Samuel Frame, Academic Senate Chair, introduced this discussion item and provided context on the current process, impetus to change, and potential future options. These options include continuing the current practice, make the current practice more consistent, or have the Executive Committee directly appoint committee chairs. José Navarro, SLO Statewide Senator, explained the rationale behind having committee chairs appointed by the Senate and advocated the continuance of this practice to avoid conflicts of interest. Steve Rein, SLO Statewide Senator, advocated for either conforming to the *Bylaws* or changing the *Bylaws* to conform to current practices. Kris Jankovitz, BCSM Caucus Chair, noted concerns about the election timeline and the importance of handling assigned time early in the year instead of during the end of the term. Dustin Stegner, SLO Statewide Senator, highlighted the clear logical progression of the *Bylaws* and the will of the Executive Committee to act in accordance. Sean Hurley, Academic Senate Vice Chair, spoke to his own experience and recommended clarifying the language. José Navarro, SLO Statewide Senator, agreed with Dustin about the language allowing for these possibilities, but also noted the lack of consistency that the language enables across different committees. Lauren Garner, CAFES Caucus Chair, also agreed about the clarity of the language, but reaffirmed potential confusion about the execution of these processes and advocated for increased clarity. Dustin Stegner, SLO Statewide Senator, noted that, in actuality, the “may” of the policy is not often exercised, citing his own experience when he was the Senate chair. Jerusha Greenwood, Immediate Past Senate Chair, shared additional context about Stegner’s appointment and the necessity of filling the position. Steve Rein, SLO Statewide Senator, suggested that the Executive Committee be responsible for finding a chair if the committee was unable to.
- 5.2. Ad Hoc Workgroup on Internship/Co-op Policy:** Samuel Frame, Academic Senate Chair, introduced this discussion item and provided background information that can be viewed



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[here](#) (pp. 13-14). Jerusha Greenwood, Immediate Past Senate Chair, commented on the proposed membership of the workgroup and recommended including representation from Career Services specifically to account for the differences between campuses. Kara Hitchcock, PCS Caucus Chair, echoed Greenwood's sentiment and the necessity of including Career Services. Kris Jankovitz, BCSM Caucus Chair, noted concern about one of the workload charges in relation to faculty having to coordinate internships. She also advocated adding a representative from the Office of Student Research. Lauren Garner, CAFES Caucus Chair, mentioned that the Year-Round Operations (YRO) Summer Workgroup on High-Impact Practices has not yet completed its report. Rachel Fernflores, Director and Project Manager of Semester Conversion, responded that, while the [draft guiding principles](#) have been published and shared with the Academic Senate during its retreat, the report is still being finalized. Garner emphasized the need to incorporate these guiding principles into the high-impact practices being included with YRO to ensure that faculty workload will not be negatively impacted. Fernflores noted that she has proposed a budget—one that acknowledges the guiding principles developed by the workgroup—to support YRO to Al Liddicoat, Provost, and it is currently being reviewed. Provost Liddicoat has also authorized Fernflores to work with the consulting branch of Waterloo University for programs that are interested in incorporating more work-integrated learning into the curriculum. Benjamin Alexander, OCOB Caucus Chair, responded to faculty workload concerns and brought up the critical nature of workforce planning initiatives related to YRO. He also noted the need for a more specific charge for relegating and meaningfully shaping the work of this committee. Finally, Alexander suggested a change from "Clarify" definitions to "Write" them. Fernflores expressed agreement with Alexander. Alexander also advocated narrowing the charges and including a clause to add charges as possible based upon the clarification of other YRO matters. Greenwood clarified that campus definitions of internships exist, and the academic programs that require co-ops possess definitions as well. She wondered about the necessity of involving the Office of Student Research as opposed to prioritizing a more specific focus. Dustin Stegner, SLO Statewide Senator, concurred with Greenwood and inquired about who would be a voting member on the committee. Frame clarified that the original intent was for all committee members would be voting members but acknowledged that this could be changed. Stegner advocated for making certain members ex-officio and non-voting.

- 5.3. Student Perceptions of Learning Experience Committee:** This discussion item was postponed due to time constraints.



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6. Business Items

- 6.1. Faculty appointments to Academic Senate and university committees:** M/S/P to approve the following slate of faculty appointments to Academic Senate and university committees.

Ajay Kathuria (OCOB)

Grants Review Committee (AY 2026-2027)

Chris Pascual (CENG)

Campus Safety and Risk Management Committee (AY 2026-2028)

- 6.2. Approval of Academic Senate committee charges for AY 2026-2027:** M/S/P to approve the Academic Senate committee charges for the Instruction Committee; the Research, Scholarship and Creative Activities Committee; and the United States Cultural Pluralism (USCP) Review Committee for AY 2026-2027.

- 6.3. Approval of Bylaws suspension to establish the Cal Poly Maritime Academic Senate Council:** M/S/P to approve the Bylaws suspension to establish the Cal Poly Maritime Academic Senate Council.

- 7. Adjournment:** Samuel Frame, Academic Senate Chair, adjourned the meeting at 4:49 pm.

Minutes submitted by

Zora Sowinska

**Academic Calendar Planning and Year-Round Opportunities**

In accordance with Campus Administrative Policy 211, the university is conducting formal consultation on proposed academic calendars for 2027–28 and beyond. This work builds on campus feedback received in 2024 and spring 2026, as well as analyses of financial aid, CSU and Title 5 requirements, peer university calendars, and other academic and operational considerations.

Over the summer, a calendar workgroup of faculty appointed by the Academic Senate and staff from both campus locations developed and reviewed calendar options. The workgroup recommends a symmetrical 14+1 calendar structure to support Year-Round Opportunities beginning in 2027–28.

Draft calendars, a calendar compliance checklist and the workgroup's recommendations have been distributed through established consultation channels, including deans, Senate leadership, chairs, department heads and other designated governance groups. Recipients are asked to share the materials with their respective constituents and submit consolidated feedback by Oct. 5. Faculty and staff are encouraged to participate in these consultations, with particular attention to calendar requirements and implications within their college, division, unit, or governance group.

Research Reception

Faculty and staff are invited to the Research Reception on Wednesday, Oct. 21, from 3–5 p.m. in Partners Pavilion (19A-0127). Hosted by Interim Associate Vice Provost for Research Dean Wendt, the reception will recognize Cal Poly's research, scholarship and creative activity. Provost Liddicoat will attend and offer brief remarks. Drinks and hors d'oeuvres will be provided.

ASI Report

9.29.26 Meeting

- Flex Your Right will continue to encourage students to register to vote
- Tanner has met with TAPS representatives to increase transportation options for students
- The September 16, 2026, Board of Directors meeting had 13 students make public comment at open forum in opposition to West Campus Development
- Like concerns brought up in Academic Senate, board members expressed concern for the lack of AC in classrooms
- The Chair of the UUAB, Peyton Kelly, has been elected
- The ASI Board of Directors accepted ASI's annual audit which is posted on the ASI website

Adopted: TBD

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

AS-XXXX-26

**RESOLUTION ESTABLISHING THE ACADEMIC SENATE NAME TBD (Student
Feedback Instruments)**

WHEREAS, The Academic Senate currently has no standing committee charged with ongoing responsibility for the development, implementation, evaluation, and oversight of university student feedback instruments; and

WHEREAS, The Academic Senate adopted [AS-1016-26](#) “Resolution on Student Perceptions of Learning Experience,” endorsing the report “Student Perceptions of Learning Experience: Rationale and Broad Principles of Design”; and

WHEREAS, The Academic Senate supported the recommendation to “establish a committee with broad representation charged with oversight of all student feedback instruments and initiatives—summative, formative, and college- or department-originated—including future revisions to the instrument,” which was also supported by the president in his response to AS-1016-26; and

RESOLVED: That the Academic Senate establish a standing NAME Committee; and be it further

RESOLVED: That the committee’s responsibilities in the attached revision to the Academic Senate bylaws be adopted.

Proposed by: Academic Senate Executive Committee
Date: TBD

16. NAME

(a) Membership

Voting members of the committee shall include four at-large members of the General Faculty, preferably with demonstrated expertise in survey or instrument design, ordinal or categorical data analysis, or qualitative data analysis; one department chair or head appointed by the Instructional Department Heads and Chairs committee; one member of the Faculty Affairs Committee; one member of the Academic Senate Instruction Committee; four students designated by ASI, at least one of whom shall be a graduate student and at least one student from the Solano campus.

Ex officio non-voting members shall include the Vice Provost for Academic Personnel or designee; a Department of Culture and Institutional Excellence representative; an Academic Assessment Council representative; a CFA representative; a Strategic Enrollment Management and Student Affairs representative; and an Office of the Provost representative or designee.

(b) Responsibilities

1. Provide ongoing oversight of the development, implementation, periodic review, and revision of the Student Perceptions of Learning Experience (SPLE) instrument, including instrument design and item wording.
2. Establish and periodically review scoring and reporting guidelines and associated reporting formats and practices for student feedback instruments.
3. Develop and maintain training and interpretive guidance for evaluators, department chairs and heads, and faculty on the appropriate use and interpretation of student feedback instruments, particularly as results are used in retention, promotion, and tenure, in consultation with the Faculty Affairs Committee.
4. Monitor administration practices and response rates across the university and evaluate whether reporting and interpretive practices conform to adopted guidelines.
5. Provide ongoing oversight of student feedback instruments and initiatives, including summative, formative, and college- or

department-originated student feedback, and review college- and department-originated questions for consistency with adopted criteria.

6. Coordinate with the Faculty Affairs Committee, Academic Senate Instruction Committee, CFA, and Academic Personnel on policies and practices related to student feedback, including its use in faculty personnel processes and the development of formative feedback processes.

7. Periodically review emerging research and best practices concerning the validity, reliability, and potential bias of student feedback instruments and recommend to the Academic Senate revisions to instruments, policies, or practices warranted by such evidence.

8. Make recommendations to the Academic Senate concerning university policies and procedures related to student feedback and report annually to the Senate on the state of student feedback instruments and practices.

Ad Hoc Workgroup on Internship/Co-op Policy

Background

Cal Poly's policies governing cooperative education and internships have developed through multiple Academic Senate actions and California State University requirements over time. The [current campus internship policy](#) was established through [AS-804-15](#) in response to CSU Executive Order 1064 and defines internships and establishes responsibilities for departments and colleges related to academic credit, placement, oversight, risk, and documentation. The President approved AS-804-15 with modifications to several administrative responsibilities contained in the original policy.

More recently, [AS-990-25](#) updated the allowable number of [cooperative education](#) and internship units as part of the transition to semesters. It established a combined maximum of 12 semester units applicable toward baccalaureate program requirements and six semester units applicable toward graduate program requirements.

Since these policies were developed, the California State University has revised [Executive Order 1064](#) governing student academic internships and community-engaged learning. The revised systemwide policy establishes current requirements related to planning, pre-placement assessment, learning-site agreements, student placement and orientation, academic relevance, document retention, and university review. At the same time, the YRO Summer Work Group on High-Impact Practices has examined work-integrated learning and developed a report with guiding principles.

We require a broad workgroup to bring University policy into compliance with current CSU requirements, clearly distinguish cooperative education from internships, define responsibilities for administering and overseeing these experiences, and incorporate the relevant work and guiding principles of the YRO Summer Work Group. The chair will be appointed by and from the members of the ad hoc work group.

Charges

1. Review existing Cal Poly policies governing cooperative education and internships, including AS-804-15 and AS-990-25, and identify areas requiring revision, clarification, consolidation, or updating.

2. Review current California State University requirements governing academic internships and related experiences and reconcile existing University policy with those requirements.
3. Clarify the definitions, purposes, and distinctions between cooperative education and internships, including the academic and administrative requirements associated with each. Develop and write definitions for cooperative education and internships that clearly establish their purposes, distinctions, and the academic and administrative requirements associated with each.
4. Review the responsibilities and support currently provided by departments, colleges, and University offices, including risk management, affiliation agreements, and legal review, and recommend a clear and sustainable allocation of responsibilities and University-level support for the timely implementation, administration, oversight, and compliance of cooperative education and internships, taking into account workload and the practical and operational feasibility of proposed responsibilities.
5. Integrate relevant work and guiding principles developed by the YRO Summer Work Group on High-Impact Practices. Incorporate the work and guiding principles developed by the YRO Summer Work Group on High-Impact Practices as a foundation for developing the University's policies and practices governing cooperative education and internships as part of YRO implementation.
6. Recommend revisions to university policies governing cooperative education and internships and submit proposed policy language to the Academic Senate Executive Committee for consideration.
- 6.7. Invite additional ex officio non-voting members as needed.

Membership

- Two faculty members with experience in cooperative education and/or internships appointed by the Academic Senate Executive Committee, preferably representing programs with different types of internship or cooperative education experiences and placement settings
- Two students with experience in cooperative education and/or internships appointed by ASI
- One representative from the Academic Senate Instruction Committee
- One representative from the Academic Senate Curriculum Committee
- As needed, eEx officio non-voting members including one representative from each of the Office of the Registrar, Academic Programs and Planning, Academic Advising, Financial Aid, International Programs, University Risk Management,

Career Services, and the Office of Student Research; the Director and Project Manager of Semester Conversion and Integration; and one associate dean, preferably responsible for curriculum or student affairs.

Adopted:

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

AS-____-26

**RESOLUTION ON MODIFICATION OF THE ACADEMIC SENATE BYLAWS REGARDING THE
INSTRUCTION COMMITTEE (ACADEMIC POLICIES COMMITTEE)**

Impact on Existing Policy: ⁱ

- 1 WHEREAS, The Bylaws of the Academic Senate occasionally need to be updated for
2 clarity and to reflect best practices; therefore be it
3
4 RESOLVED: That the bylaws of the Academic Senate be modified as shown on the
5 attached copy, and be it further
6
7 RESOLVED: That the Instruction Committee will now be known as the Academic
8 Policies Committee to better reflect the purpose, responsibilities and
9 charges of the committee.

Proposed by: The Academic Senate Instruction Committee
(Academic Policies Committee)
Date:

ⁱ (1) Describe how this resolution impacts existing policy on educational matters that affect the faculty. Examples include curricula, academic personnel policies, and academic standards.
(2) Indicate if this resolution supersedes or rescinds current resolutions.
(3) If there is no impact on existing policy, please indicate NONE.

Academic Policies Committee

(a) Membership

Voting members shall include one representative from the general faculty from each college, Cal Poly Solano, Professional Consultative Services*, and the Center for Teaching, Learning & Technology. Ex-officio non-voting members shall be a representative from ASI, the Provost/VP for Academic Affairs or designee, and a representative from the Office of the Registrar.

*Preference for a representative from the Academic Advising community.

(b) Responsibilities

The Academic Policies Committee shall be responsible to develop, revise and provide recommendations for the implementation of academic policies, procedures, regulations and guidelines in areas related to teaching, learning, enrollment and student success. Further, in accordance with CAP 211 and AS-357-97/IC, the Academic Policies Committee shall review the Academic Calendar as proposed by the Provost/Vice President for Academic Affairs and make a recommendation to the Academic Senate Executive Committee.

Current	Proposed Revisions
1. <u>Instruction Committee</u> (a) <u>Membership</u> Ex officio members shall be the Provost/Vice President for Academic Affairs or designee, a representative from CTLT, a representative from the Office of the Registrar, and an ASI representative. 2. <u>Responsibilities</u> The Instruction Committee shall be responsible for recommendations regarding subjects that impinge directly on the quality of teaching and for providing policy recommendations concerning grading as well as admissions policies and requirements. It will also provide review and input concerning electronic teaching techniques, and library oversight as it relates to instruction. In accordance with CAM 481 and AS-357-91/IC, the Instruction Committee shall review the Academic Calendar as proposed by the Provost/Vice President for Academic Affairs before its final submission to the President for approval.	1. <u>Academic Policies Committee</u> (a) <u>Membership</u> Voting members shall include one representative from the general faculty from each College, Cal Poly Solano, Professional Consultative Services*(PCS) and a representative from the Center for Teaching, Learning & Technology (CTLT). Ex-officio non-voting members shall be a representative from ASI, the Provost/VP for Academic Affairs or designee, and a representative from the Office of the Registrar. *Preference for representative from the Academic Advising community. (b) <u>Responsibilities</u> The Academic Policies Committee shall be responsible to develop, revise and provide recommendations for the implementation of academic policies, enrollment, procedures, regulations and guidelines in areas related to teaching, learning and student success. In accordance with CAP 211 and AS-357-97/IC, the Academic Policies Committee shall review the Academic Calendar as proposed by the Provost/Vice President for Academic Affairs and make a recommendation to the Academic Senate Executive Committee.

This section would go into the procedures document

RESPONSIBILITIES of the Committee

Review, consult and provide policy recommendations ...

1. in support of quality teaching and learning in all modalities.
2. for grading practices and standards.
3. for compliance with CSU Executive Orders that fall within the responsibilities of the Committee.
4. for course or term withdrawals, grade forgiveness/course repeats, academic notice, etc.
5. for enrollment processes (add/drop, excess units, late add, open university, etc.).
6. for admissions requirements and qualifications.
7. for Change of Major processes.
8. for class scheduling patterns and policies.
9. for academic integrity and related policies and processes.
10. monitor academic policies for effectiveness, refinement, or rescission.
11. with review and report on campus feedback to proposed Academic Calendar(s)
12. other responsibilities as charged by the Executive Committee