

# ACADEMIC SENATE – Faculty Affairs Committee

Winter 2022

Due: Friday, April 1, 2022

MEMBERS	
Name	College/Unit
Anderson, Bradford	OCOB
Bodemer, Brett	PCS
Brown, D. Ken (CH)	CLA
Castaneda, Armando	ASI
Chand, Christy (lv fall 2021) Silvia Marijuan sub fall 2021	CLA
Jones, Eric	CSM
Kommer, Thomas	CAED
Mealy, Brian	CENG
Quenani, Eivis	CAFES
Rummell, Kathryn	Admin

CHARGES		
Charge	Complete?	Status/Notes
Review and modify committee procedures and bylaws as needed. <b>Ongoing</b>	<input checked="" type="checkbox"/>	Submitted to Executive Committee 10/27/2021
Update UFPP as necessary especially chapters on: evaluation of instruction and professional services (including student evaluations), professional development, and service. <b>Ongoing</b>	<input type="checkbox"/>	Ongoing. We discussed general principles about what might enter into policies about evaluation of instruction, leaving professional services aside for the moment. We may take this up again in Spring, depending on how our actions on the next charge develop. It is unlikely that we will complete any work on the chapters on instruction and professional services nor on professional development this academic year. This charge should remain for FAC in AY 2022-23.
Discuss department governance policies for UFPP including definitions of department chairs and heads. <b>AY 2021-22</b>	<input type="checkbox"/>	Almost complete. Our meetings in Winter covered this charge and led to three resolutions. Two passed the Senate in Winter and a third is on the Senate agenda in Spring.
Update policies on department organization and reorganization for UFPP. <b>AY 2021-22</b>	<input type="checkbox"/>	Pending. Brown will take this topic up in Summer (he is on duty as a department chair).

Discuss with ASSC sustainability in hiring and RPT policies and procedures. <b>AY 2021-22</b>	<input type="checkbox"/>	Pending.
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### **NOTES:**

Christy Chand no longer works at Cal Poly. Silvia Marijuan was on sabbatical in Winter, but will return to FAC in Spring. Eivis Qenani was unable to attend meetings due to a scheduling conflict.

We held meetings on the following dates:

1/13  
1/20  
1/27  
2/3  
2/10  
2/17  
2/24  
3/3

The last meeting on 3/3 did not have quorum, so we reserved our business decisions for items discussed at that meeting to a full committee vote on our Canvas site.

# FAC Meeting 1/13/2022

## Agenda and Minutes

### 1. Announcements

- Membership
  - Silvia is on sabbatical in Winter.
  - Armando is back as ASI rep
- Meeting schedule
  - Discussed alternative meeting times and anything that solves any problems creates others. We are keeping our current schedule. Those who cannot attend can engage via Canvas or in other meetings with FAC chair.
- Potential new charge
  - Discussed possibility that Budget & Long Range Planning may seek consultation from FAC on faculty salary issues
  - This would be similar to the report in [AS-802-15: Resolution on Faculty Involvement in the Development and Articulation of Faculty Salary Adjustment Plans](https://digitalcommons.calpoly.edu/senateresolutions/803/) (<https://digitalcommons.calpoly.edu/senateresolutions/803/>)
  - Something similar had been a charge two years ago, but was eliminated during the last round of contract negotiations shortly after COVID hit.
  - We await new charge.

### 2. Office Hour Policy

- At first reading
- We discussed suggestions for revision of the resolution and voted to approve the revisions.

### 3. Other charges:


- Sabbatical and Difference in Pay Leave (UFPP 12.4)
  - On hold
- Department governance and definition of chair and head (UFPP 11.4)
  - Discussed adapting voting procedures (linked below) into UFPP
  - Discussed adapting the definition of chair and head, and accounts of their appointments and responsibilities into UFPP
  - Discussed possible policy on change of governance model
  - We will review initial drafts of such policy text at our next meeting.
- Evaluation of instruction and professional services (UFPP 8.3 and 8.5)
  - On hold

## Attendees

<b>Present</b>	<b>Chair</b>	D. Kenneth Brown	non-voting

	<b>Acad Pers</b>	Kathryn Rummell	ex officio, voting
<b>x</b>	<b>ASI</b>	Armando Castaneda	ex officio, voting
<b>x</b>	<b>CAED</b>	Thomas Kommer	voting
	<b>CAFES</b>	Eivis Qenani	voting
<b>x</b>	<b>CENG</b>	(Bryan) James Mealy	voting
	<b>CLA</b>	Silvia Marijuan (sabbatical W 22)	voting
<b>x</b>	<b>CSM</b>	Eric Jones	voting
<b>x</b>	<b>OCOB</b>	Bradford Anderson	voting
	<b>PCS</b>	Brett Bodemer TBD	voting
	<b>Senate Chair</b>	Thomas Gutierrez	ex officio, non-voting

## Files and Links

- [UFPP 12.2 Office Hours Revision Resolution rev.docx](#)  
(<https://canvas.calpoly.edu/courses/47610/files/6241675?wrap=1>).   
([https://canvas.calpoly.edu/courses/47610/files/6241675/download?download\\_frd=1](https://canvas.calpoly.edu/courses/47610/files/6241675/download?download_frd=1))
- [UFPP AY 2021-22](#) [\\_\(https://content-calpoly-edu.s3.amazonaws.com/academic-personnel/1/PDF/criteria\\_university.pdf\)](https://content-calpoly-edu.s3.amazonaws.com/academic-personnel/1/PDF/criteria_university.pdf)
- [Department Head/Chair Responsibilities](#) [\\_\(https://content-calpoly-edu.s3.amazonaws.com/academic-personnel/1/PDF/Dept%20Head-Chair%20Responsibilities.pdf\)](https://content-calpoly-edu.s3.amazonaws.com/academic-personnel/1/PDF/Dept%20Head-Chair%20Responsibilities.pdf)
- [Election Process for Internal Department Heads/Chairs](#) [\\_\(https://content-calpoly-edu.s3.amazonaws.com/academic-personnel/1/PDF/ElectionProcessForDeptChairs\\_02-2018.pdf\)](https://content-calpoly-edu.s3.amazonaws.com/academic-personnel/1/PDF/ElectionProcessForDeptChairs_02-2018.pdf)

# FAC Meeting 1/20/2022

## Agenda and Minutes






1. Announcements
2. Department governance and definition of chair and head (UFPP 11.4)
  - Internal chair/head voting procedures
    - Discussed consent agenda procedure
    - Discussed origins of policies in 11.4.3 of [UFPP 11.4 Department Governance 20220120.pdf](https://canvas.calpoly.edu/courses/47610/files/6308363?wrap=1) (<https://canvas.calpoly.edu/courses/47610/files/6308363?wrap=1>)   
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    - Revised policies into [UFPP 11.4.2 Election Process for Department Heads and Chairs 20220120.pdf](https://canvas.calpoly.edu/courses/47610/files/6308365?wrap=1) (<https://canvas.calpoly.edu/courses/47610/files/6308365?wrap=1>)   
([https://canvas.calpoly.edu/courses/47610/files/6308365/download?download\\_frd=1](https://canvas.calpoly.edu/courses/47610/files/6308365/download?download_frd=1))
    - Next week consider consent agenda package for 11.4.2
  - Chair/head definition, appointment and responsibilities
    - Discussed policies in 11.4.2 of [UFPP 11.4 Department Governance 20220120.pdf](https://canvas.calpoly.edu/courses/47610/files/6308363?wrap=1) (<https://canvas.calpoly.edu/courses/47610/files/6308363?wrap=1>)   
([https://canvas.calpoly.edu/courses/47610/files/6308363/download?download\\_frd=1](https://canvas.calpoly.edu/courses/47610/files/6308363/download?download_frd=1))
    - Revised policies into [UFPP 11.4.1 Department Leadership 20220120.pdf](https://canvas.calpoly.edu/courses/47610/files/6308364?wrap=1) (<https://canvas.calpoly.edu/courses/47610/files/6308364?wrap=1>)   
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    - Next week consider consultation and Senate package for 11.4.1
  - Changes in department governance
    - Discussed [AS-801-15 Resolution on the Binding Nature of College and Departm.pdf](https://canvas.calpoly.edu/courses/47610/files/6308356?wrap=1) (<https://canvas.calpoly.edu/courses/47610/files/6308356?wrap=1>)   
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    - Discussed policies in 11.4.4 of [UFPP 11.4 Department Governance 20220120.pdf](https://canvas.calpoly.edu/courses/47610/files/6308363?wrap=1) (<https://canvas.calpoly.edu/courses/47610/files/6308363?wrap=1>)   
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    - Revised policies into [UFPP 11.4.3 Changes in Department Leadership Models 20220120.pdf](https://canvas.calpoly.edu/courses/47610/files/6308366?wrap=1) (<https://canvas.calpoly.edu/courses/47610/files/6308366?wrap=1>)   
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    - Next week consider consultation and Senate package for 11.4.3

## Attendees

<b>Present</b>	<b>Chair</b>	D. Kenneth Brown	non-voting
<b>x</b>	<b>Acad</b>	Kathryn Rummell	ex officio, voting

	Pers		
x	ASI	Armando Castaneda	ex officio, voting
x	CAED	Thomas Kommer	voting
	CAFES	Eivis Qenani	voting
x	CENG	(Bryan) James Mealy	voting
	CLA	Silvia Marijuan (sabbatical W 22)	voting
x	CSM	Eric Jones	voting
x	OCOB	Bradford Anderson	voting
x	PCS	Brett Bodemer TBD	voting
	Senate Chair	Thomas Gutierrez	ex officio, non-voting

## Files and Links

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- [Academic Leadership Resources](https://academic-personnel.calpoly.edu/content/dept-chair-head-resources) [\\_ \(https://academic-personnel.calpoly.edu/content/dept-chair-head-resources\)](https://academic-personnel.calpoly.edu/content/dept-chair-head-resources)
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# FAC Meeting 1/27/2022

## Agenda and minutes

### 1. Announcements

- none

### 2. Department governance and definition of chair and head (UFPP 11.4)

- Consent agenda package for Internal chair/head voting procedures
  - Discussed and voted to send to Ex Com
- Consultation and resolution package for Chair/head definition, appointment and responsibilities
  - Added one more policy concerning exceptions concerning chairs/heads serving as MPP and vice versa
  - Implemented editorial changes
  - Voted to send to Ex Com
- Consultation and resolution package for changes in department governance
  - Discussed and voted to send to Ex Com

### 3. Next meeting: policies on evaluation of instruction

## Attendees

<b>Present</b>	<b>Chair</b>	D. Kenneth Brown	non-voting
<b>x</b>	<b>Acad Pers</b>	Kathryn Rummell	ex officio, voting
<b>x</b>	<b>ASI</b>	Armando Castaneda	ex officio, voting
	<b>CAED</b>	Thomas Kommer	voting
	<b>CAFES</b>	Eivis Qenani	voting
<b>x</b>	<b>CENG</b>	(Bryan) James Mealy	voting
	<b>CLA</b>	Silvia Marijuan (sabbatical W 22)	voting
<b>x</b>	<b>CSM</b>	Eric Jones	voting
<b>x</b>	<b>OCOB</b>	Bradford Anderson	voting
<b>x</b>	<b>PCS</b>	Brett Bodemer TBD	voting
	<b>Senate Chair</b>	Thomas Gutierrez	ex officio, non-voting



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# FAC Meeting 2/3/2022


## Agenda and minutes

1. Announcements
  - We await word about whether and how to proceed with Charge 4.
2. UFPP 8.3 Guidance for Evaluation of Instruction
  - Discussed background for framing this policy
  - Discussed draft policy text, revising it.
3. Next meeting agenda
  - Continue discussion of guidance for evaluation of instruction.

## Attendees

<b>Present</b>	<b>Chair</b>	D. Kenneth Brown	non-voting
<b>x</b>	<b>Acad Pers</b>	Kathryn Rummell	ex officio, voting
<b>x</b>	<b>ASI</b>	Armando Castaneda	ex officio, voting
<b>x</b>	<b>CAED</b>	Thomas Kommer	voting
	<b>CAFES</b>	Eivis Qenani	voting
<b>x</b>	<b>CENG</b>	(Bryan) James Mealy	voting
	<b>CLA</b>	Silvia Marijuan (sabbatical W 22)	voting
<b>x</b>	<b>CSM</b>	Eric Jones	voting
<b>x</b>	<b>OCOB</b>	Bradford Anderson	voting
	<b>PCS</b>	Brett Bodemer TBD	voting
	<b>Senate Chair</b>	Thomas Gutierrez	ex officio, non-voting

## Files and Links

- [UFPP AY 2021-22](https://content-calpoly-edu.s3.amazonaws.com/academic-personnel/1/PDF/criteria_university.pdf) [\\_ \(https://content-calpoly-edu.s3.amazonaws.com/academic-personnel/1/PDF/criteria\\_university.pdf\)](https://content-calpoly-edu.s3.amazonaws.com/academic-personnel/1/PDF/criteria_university.pdf)
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- [UFPP 8.3 Guidance for the Evaluation of Instruction 20220202.pdf](https://canvas.calpoly.edu/courses/47610/files/6443698?wrap=1) [\\_ \(https://canvas.calpoly.edu/courses/47610/files/6443698?wrap=1\)](https://canvas.calpoly.edu/courses/47610/files/6443698?wrap=1) 

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- [UFPP 8.3 Guidance for the Evaluation of Instruction 20220203.pdf](#)

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# FAC Meeting 2/10/2022

## Agenda and minutes

### 1. Announcements

- Office Hours Revisions passed.
- Work on Charge 4 is proceeding.

### 2. UFPP 8.3 Guidance for Evaluation of Instruction

- Discuss suggestions from James and Bradford
- Discussed an idea of requiring a narrative document from candidates to describe evidence of instruction, which would also shape the way evaluators address the evidence of instruction.
- Discussed similar narrative documents for professional growth and achievement, and service.
- Took straw poll to determine whether to proceed in the development of policy related to these documents. Most committee members supported the idea in principle.
  - Discussed the downsides with the one member who expressed disapproval at this early stage
  - Issues:
    - Any such required document needs to aid efficiency in the compilation of the WPAF rather than bloat it
    - Any such requirement shouldn't intrude into already effective evaluation processes and requirements in the colleges
    - Consultation should entirely precede introduction of topic to the Senate.

### 3. Next meeting agenda



- Continue discussion of evaluation of instruction guidance aiming at shaping a potentially required narrative about instruction.

## Attendees

<b>Present</b>	<b>Chair</b>	D. Kenneth Brown	non-voting
<b>x</b>	<b>Acad Pers</b>	Kathryn Rummell	ex officio, voting
<b>x</b>	<b>ASI</b>	Armando Castaneda	ex officio, voting
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<b>x</b>	<b>CSM</b>	Eric Jones	voting

<b>x</b>	<b>OCOB</b>	Bradford Anderson	voting
<b>x</b>	<b>PCS</b>	Brett Bodemer TBD	voting
	<b>Senate Chair</b>	Thomas Gutierrez	ex officio, non-voting

## Files and Links

- [UFPP AY 2021-22](https://content-calpoly-edu.s3.amazonaws.com/academic-personnel/1/PDF/criteria_university.pdf) [\\_ \(https://content-calpoly-edu.s3.amazonaws.com/academic-personnel/1/PDF/criteria\\_university.pdf\)](https://content-calpoly-edu.s3.amazonaws.com/academic-personnel/1/PDF/criteria_university.pdf)
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- [UFPP 8.3 Guidance for the Evaluation of Instruction 20220202.pdf](https://canvas.calpoly.edu/courses/47610/files/6443698?wrap=1)  
[\\_ \(https://canvas.calpoly.edu/courses/47610/files/6443698?wrap=1\)](https://canvas.calpoly.edu/courses/47610/files/6443698?wrap=1)   
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- [UFPP 8.3 Guidance for the Evaluation of Instruction 20220203.pdf](https://canvas.calpoly.edu/courses/47610/files/6457430?wrap=1)  
[\\_ \(https://canvas.calpoly.edu/courses/47610/files/6457430?wrap=1\)](https://canvas.calpoly.edu/courses/47610/files/6457430?wrap=1)   
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# FAC Meeting 2/17/2022

## Agenda and minutes

### 1. Announcements

- Two resolutions on dept. leadership on Senate agenda.
- Consent agenda on pause for AP and CFA to revise chair voting procedure policy, with our assistance

### 2. Revise chair voting procedure for UFPP 11.4.2

- Discussed revisions to 11.4.2
- Discussed feedback from Academic Personnel
- Drafted new policy text

### 3. Did not have time to continue discussion of UFPP 8.3 Guidance for Evaluation of Instruction



### 4. Next meeting agenda

- Address any feedback from AP and CFA on our draft of 11.4.2
- Discuss resolution and report for 11.4.2

## Attendees

<b>Present</b>	<b>Chair</b>	D. Kenneth Brown	non-voting
	<b>Acad Pers</b>	Kathryn Rummell	ex officio, voting
<b>x</b>	<b>ASI</b>	Armando Castaneda	ex officio, voting
<b>x</b>	<b>CAED</b>	Thomas Kommer	voting
	<b>CAFES</b>	Eivis Qenani	voting
<b>x</b>	<b>CENG</b>	(Bryan) James Mealy	voting
	<b>CLA</b>	Silvia Marijuan (sabbatical W 22)	voting
<b>x</b>	<b>CSM</b>	Eric Jones	voting
<b>x</b>	<b>OCOB</b>	Bradford Anderson	voting
	<b>PCS</b>	Brett Bodemer TBD	voting
	<b>Senate Chair</b>	Thomas Gutierrez	ex officio, non-voting

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- [UFPP Consent Agenda Report UFPP 11.4.2 Election Process.pdf](https://canvas.calpoly.edu/courses/47610/files/6593480?wrap=1)  
[\(https://canvas.calpoly.edu/courses/47610/files/6593480?wrap=1\)](https://canvas.calpoly.edu/courses/47610/files/6593480?wrap=1)   
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- [UFPP 8.3 Guidance for the Evaluation of Instruction 20220203.pdf](https://canvas.calpoly.edu/courses/47610/files/6457430?wrap=1)  
[\(https://canvas.calpoly.edu/courses/47610/files/6457430?wrap=1\)](https://canvas.calpoly.edu/courses/47610/files/6457430?wrap=1)   
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# FAC Meeting 2/24/2022

## Agenda and minutes

### 1. Announcements

- Two resolutions on dept. leadership presented to Senate.
- May move to second reading at next Senate meeting

### 2. Revise chair voting procedure for UFPP 11.4.2

- Revisions to 11.4.2
  - Revised some policy editorially, while placing extra emphasis on revisions to policy about interim chair/head appointments.
- Resolution and report on 11.4.2
  - Revisit when done with new policy language.

### 3. Next meeting agenda

- Continue revising policy about interim chair/head appointments.

## Attendees

<b>Present</b>	<b>Chair</b>	D. Kenneth Brown	non-voting
<b>x</b>	<b>Acad Pers</b>	Kathryn Rummell	ex officio, voting
<b>x</b>	<b>ASI</b>	Armando Castaneda	ex officio, voting
<b>x</b>	<b>CAED</b>	Thomas Kommer	voting
	<b>CAFES</b>	Eivis Qenani	voting
<b>x</b>	<b>CENG</b>	(Bryan) James Mealy	voting
	<b>CLA</b>	Silvia Marijuan (sabbatical W 22)	voting
<b>x</b>	<b>CSM</b>	Eric Jones	voting
<b>x</b>	<b>OCOB</b>	Bradford Anderson	voting
	<b>PCS</b>	Brett Bodemer TBD	voting
	<b>Senate Chair</b>	Thomas Gutierrez	ex officio, non-voting

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- [UFPP AY 2021-22 Appendix of Administrative Memos](https://content-calpoly-edu.s3.amazonaws.com/academic-personnel/1/PDF/criteria_university_appendix.pdf) [\\_ \(https://content-calpoly-edu.s3.amazonaws.com/academic-personnel/1/PDF/criteria\\_university\\_appendix.pdf\)](https://content-calpoly-edu.s3.amazonaws.com/academic-personnel/1/PDF/criteria_university_appendix.pdf)
- [UFPP 11.4.2 Departmental Role in the Selection Process for Chairs and Heads 20220217 clean.pdf](https://canvas.calpoly.edu/courses/47610/files/6653020?wrap=1) [\\_ \(https://canvas.calpoly.edu/courses/47610/files/6653020?wrap=1\)](https://canvas.calpoly.edu/courses/47610/files/6653020?wrap=1) [↓](https://canvas.calpoly.edu/courses/47610/files/6653020/download?download_frd=1)  
(https://canvas.calpoly.edu/courses/47610/files/6653020/download?download\_frd=1)
- [UFPP 11.4.2 Departmental Role in the Selection Process for Chairs and Heads 20220217 markup.pdf](https://canvas.calpoly.edu/courses/47610/files/6653021?wrap=1) [\\_ \(https://canvas.calpoly.edu/courses/47610/files/6653021?wrap=1\)](https://canvas.calpoly.edu/courses/47610/files/6653021?wrap=1) [↓](https://canvas.calpoly.edu/courses/47610/files/6653021/download?download_frd=1)  
(https://canvas.calpoly.edu/courses/47610/files/6653021/download?download\_frd=1)
- [UFPP 11.4.2 Departmental Role in the Selection Process for Chairs and Heads Report.docx](https://canvas.calpoly.edu/courses/47610/files/6653559?wrap=1) [\\_ \(https://canvas.calpoly.edu/courses/47610/files/6653559?wrap=1\)](https://canvas.calpoly.edu/courses/47610/files/6653559?wrap=1) [↓](https://canvas.calpoly.edu/courses/47610/files/6653559/download?download_frd=1)  
(https://canvas.calpoly.edu/courses/47610/files/6653559/download?download\_frd=1)
- [UFPP 11.4.2 Departmental Role in the Selection Process for Chairs and Heads Resolution.docx](https://canvas.calpoly.edu/courses/47610/files/6653560?wrap=1) [\\_ \(https://canvas.calpoly.edu/courses/47610/files/6653560?wrap=1\)](https://canvas.calpoly.edu/courses/47610/files/6653560?wrap=1) [↓](https://canvas.calpoly.edu/courses/47610/files/6653560/download?download_frd=1)  
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# FAC Meeting 3/3/2022

## Agenda and minutes

Not enough attendance for quorum. All decisions from this meeting's work will be settled by asynchronous vote within our Canvas site.

1. Spring Scheduling
  - Plan for the same schedule as Winter: Th. 1:30 - 2:50pm
2. Revise chair voting procedure for UFPP 11.4.2
  - Revisions to 11.4.2
    - Revised policy about interim chair/head appointments.
  - Resolution and report on 11.4.2
    - Revised to express our revisions to 11.4.2 .
3. Next meeting agenda
  - Continue revising policy about interim chair/head appointments.

## Attendees

<b>Present</b>	<b>Chair</b>	D. Kenneth Brown	non-voting
<b>x</b>	<b>Acad Pers</b>	Kathryn Rummell	ex officio, voting
	<b>ASI</b>	Armando Castaneda	ex officio, voting
	<b>CAED</b>	Thomas Kommer	voting
	<b>CAFES</b>	Eivis Qenani	voting
<b>x</b>	<b>CENG</b>	(Bryan) James Mealy	voting
	<b>CLA</b>	Silvia Marijuan (sabbatical W 22)	voting
<b>x</b>	<b>CSM</b>	Eric Jones	voting
<b>x</b>	<b>OCOB</b>	Bradford Anderson	voting
	<b>PCS</b>	Brett Bodemer TBD	voting
	<b>Senate Chair</b>	Thomas Gutierrez	ex officio, non-voting

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- [UFPP 11.4.2 Departmental Role in the Selection Process for Chairs and Heads 20220217 markup.pdf](https://canvas.calpoly.edu/courses/47610/files/6653021?wrap=1)  [\(https://canvas.calpoly.edu/courses/47610/files/6653021?wrap=1\)](https://canvas.calpoly.edu/courses/47610/files/6653021?wrap=1) [↓](https://canvas.calpoly.edu/courses/47610/files/6653021/download?download_frd=1)  [\(https://canvas.calpoly.edu/courses/47610/files/6653021/download?download\\_frd=1\)](https://canvas.calpoly.edu/courses/47610/files/6653021/download?download_frd=1)
- [UFPP 11.4.2 Resolution 20220303.pdf](https://canvas.calpoly.edu/courses/47610/files/6737284?wrap=1)  [\(https://canvas.calpoly.edu/courses/47610/files/6737284?wrap=1\)](https://canvas.calpoly.edu/courses/47610/files/6737284?wrap=1) [↓](https://canvas.calpoly.edu/courses/47610/files/6737284/download?download_frd=1)  [\(https://canvas.calpoly.edu/courses/47610/files/6737284/download?download\\_frd=1\)](https://canvas.calpoly.edu/courses/47610/files/6737284/download?download_frd=1)
- [UFPP 11.4.2 Report 20220303.pdf](https://canvas.calpoly.edu/courses/47610/files/6737283?wrap=1)  [\(https://canvas.calpoly.edu/courses/47610/files/6737283?wrap=1\)](https://canvas.calpoly.edu/courses/47610/files/6737283?wrap=1) [↓](https://canvas.calpoly.edu/courses/47610/files/6737283/download?download_frd=1)  [\(https://canvas.calpoly.edu/courses/47610/files/6737283/download?download\\_frd=1\)](https://canvas.calpoly.edu/courses/47610/files/6737283/download?download_frd=1)
- [UFPP 11.4.2 Policy 20220303.pdf](https://canvas.calpoly.edu/courses/47610/files/6737282?wrap=1)  [\(https://canvas.calpoly.edu/courses/47610/files/6737282?wrap=1\)](https://canvas.calpoly.edu/courses/47610/files/6737282?wrap=1) [↓](https://canvas.calpoly.edu/courses/47610/files/6737282/download?download_frd=1)  [\(https://canvas.calpoly.edu/courses/47610/files/6737282/download?download\\_frd=1\)](https://canvas.calpoly.edu/courses/47610/files/6737282/download?download_frd=1)