

The logo for Cal Poly Pomona, featuring the text "CalPoly" in blue and "Pomona" in green, stacked vertically. The logo is positioned to the left of a large, colorful, abstract arrow graphic that points to the right. The arrow is composed of several overlapping triangular shapes in shades of blue, green, and yellow.

CalPoly
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Academic Senate Training and Refresher

ACADEMIC SENATE

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Past Academic Senate Chairs

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Contact, Hours, & Location

About the Senate



Background

- Since 1963 each California State University campus has had an Academic Senate
- A system-wide Senate was also created but has no authority over matters delegated to the individual campuses by the Chancellor or the Board of Trustees

Why do we have a Senate?

“The Legislature recognizes that joint decision-making and consultation between administration and faculty or academic employees is the long-accepted manner of governing institutions of higher learning and is essential to the performance of the educational missions of these institutions...”

California Higher Education Employer-Employee Relations Act (HEERA, signed into law on 9/13/78)

Related Links

- [Senate 101 Presentation](#)
- [Academic Senate Short Guide](#)
- [Academic Senate Meeting Guide](#)
- [Academic Senate Bylaws](#)
- [Academic Senate Constitution](#)
- [Senate Referral Form](#)
- [Referral Flow Chart](#)
- [Message from the Chair](#)

Contact the Academic Senate

- **Email: senate@cpp.edu**
- **Valerie Otto, Administrative Analysis**
- **Casandra Horner, Administrative Coordinator**



Contact the Academic Senate at: senate@cpp.edu

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Role of the Academic Senate

- The Academic Senate is the official voice of the faculty and the primary consultative body in areas established by its constitution:
 - educational and other university policies
 - academic personnel policies
 - selection of administrative officials of university and foundations
 - university administrative regulations and practices, including preparation of University Manual

Resource: Academic Manual

- <https://www.cpp.edu/academic-manual/index.shtml>

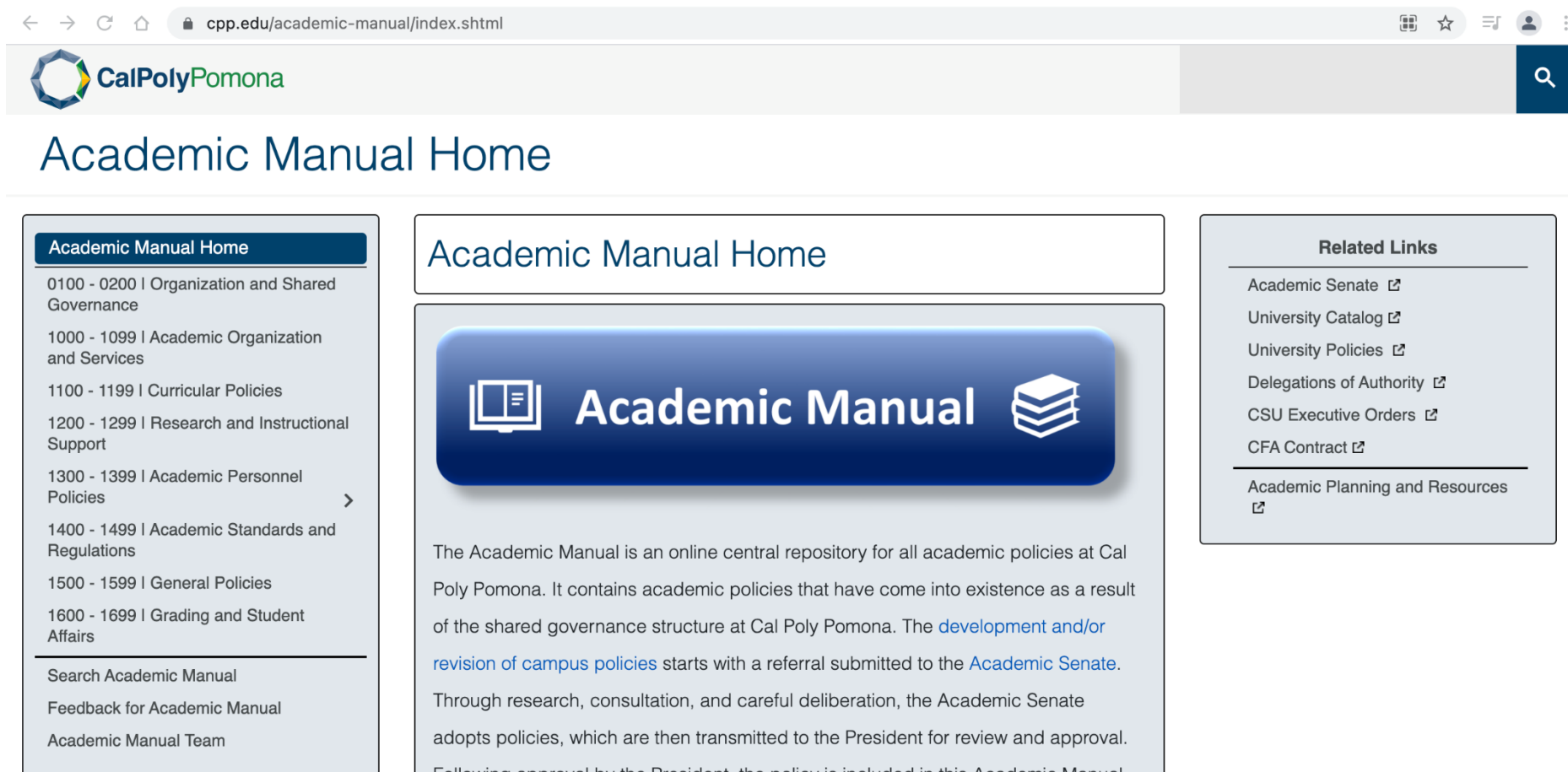

The screenshot shows a web browser window with the URL [cpp.edu/academic-manual/index.shtml](https://www.cpp.edu/academic-manual/index.shtml). The page features the Cal Poly Pomona logo and a search icon. The main heading is "Academic Manual Home".

Academic Manual Home

- 0100 - 0200 | Organization and Shared Governance
- 1000 - 1099 | Academic Organization and Services
- 1100 - 1199 | Curricular Policies
- 1200 - 1299 | Research and Instructional Support
- 1300 - 1399 | Academic Personnel Policies >
- 1400 - 1499 | Academic Standards and Regulations
- 1500 - 1599 | General Policies
- 1600 - 1699 | Grading and Student Affairs

Search Academic Manual
Feedback for Academic Manual
Academic Manual Team

Academic Manual Home

 **Academic Manual** 

The Academic Manual is an online central repository for all academic policies at Cal Poly Pomona. It contains academic policies that have come into existence as a result of the shared governance structure at Cal Poly Pomona. The [development and/or revision of campus policies](#) starts with a referral submitted to the [Academic Senate](#). Through research, consultation, and careful deliberation, the Academic Senate adopts policies, which are then transmitted to the President for review and approval. Following approval by the President, the policy is included in this Academic Manual.

Related Links

- [Academic Senate](#) ↗
- [University Catalog](#) ↗
- [University Policies](#) ↗
- [Delegations of Authority](#) ↗
- [CSU Executive Orders](#) ↗
- [CFA Contract](#) ↗
- [Academic Planning and Resources](#) ↗

Membership

- 35 senators proportionally represent constituencies (colleges plus library and related areas)
- 2 CSU academic senators, 1 staff representative, 1 student representative
- Total = 39 members

Duties and Responsibilities of Senators


- **Governed by Article X of the Bylaws**
- **Senators shall**
 - consider opinions and interests of their entire constituency
 - attend all senate meetings or designate a proxy
 - communicate and consult with constituency
 - provide feedback to the senate from their constituency
- **A senator will be removed for**
 - more than three consecutive absences from regular senate meetings
 - five absences from regular senate meetings in an academic year

Organization

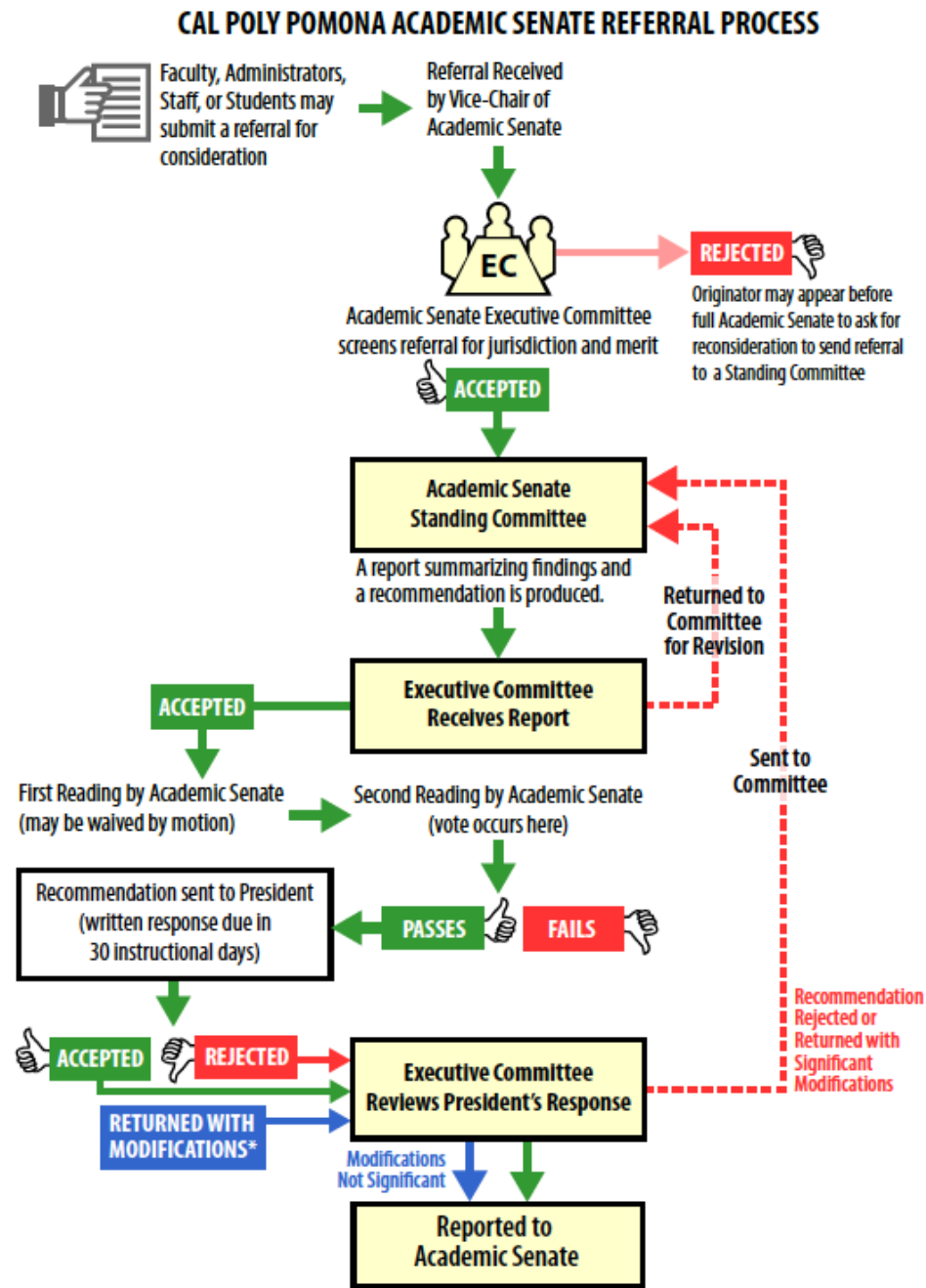
- Chair, Vice Chair, and Executive Committee
(one representative per constituency and one CSU Senator)
- Standing Committees:
 - Academic Affairs—Senator Faye Wachs
 - Academic Programs—Senator Alex Small
 - Budget—Senator John Llyod
 - Elections and Procedures—Senator Saeideh Fallah Fini
 - Faculty Affairs—Senator Gregory Barding
 - General Education—Senator Neil Chaturvedi
- [Organizational Chart](#)

Operation

- Referrals sent by individual faculty or committees as well as administrators are intended to investigate and recommend on university policy, procedure, or practice
- Senate standing committees write reports on referrals with recommendations
- Senate votes on recommendations after two readings and sends to President if approved

- 
- President can accept, modify or reject but has 30 instructional days to respond
 - EC may refer President's response back to Committee. Senate may pass their recommendation only by 2/3 of those casting vote
 - [Referral Flowchart](#) (PDF)

- Cal Poly Pomona Academic Senate Referral Process



*If the standing committee that prepared the report recommends to "not accept" the President's response, then this would require an affirmative vote of 2/3 of votes cast to agree to "not accept" the response.



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**Forming and
Recruiting Faculty for
University
Committees**

Constitution of the Academic Senate of California State Polytechnic University, Pomona

Sec 12

All other standing and ad hoc Committees shall be appointed by the Executive Committee. All Committees must have at least two senators as members. Each Committee shall be chaired by a senator who is appointed by the Executive Committee. No senator may serve on more than one standing Committee. Faculty membership on Committees will be appointed by the Executive Committee. Duties and procedures of standing Committees will be stated in the Academic Senate Bylaws.



Information to Include When Requesting Faculty Representation on a University Committee

- Provide a brief background
- Committee member make-up
 - Number of faculty recruitment
 - If any, specific requests
- Charge of committee
- Term of service