

CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA  
ACADEMIC SENATE

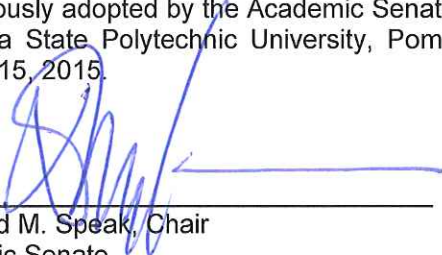
RESOLUTION

**A Resolution Urging the Creation of an On-Line, Searchable University Manual**

- Whereas, Every large bureaucratic social institution requires for its efficient and responsible management an authoritative manual of specified policies and operations; and
- Whereas, It is in the best interest of full faculty participation in shared governance to have a university-wide process for updating and maintaining a University Policy Manual, which will assist the essential transparency across the University; and
- Whereas, The CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA operated for many years with such an authoritative manual kept in several hard-copy binders which were systematically maintained through a specified process; and
- Whereas, For several years now the hard copy University Manual at Cal Poly Pomona has fallen into disuse, and
- Whereas, University policy currently resides in multiple repositories in disparate places, under disparate names and with diverse stewardship; and
- Whereas, An attempt to remedy this situation and create a new University Policy Manual made some strides in 2008 with the construction of a systematic numbering system for logically ordering policies but ultimately stopped short of its goal; and
- Whereas, The campus has been operating on an interim policy process the last nine years; and
- Whereas, The Division of Academic Affairs has been working internally to bring academic policies into conformity with the organizational structure proposed in 2008; and
- Whereas, The cross-division conversation about the University Manual, long dormant, has been rekindled with the accession to office of a new president and several new key participants from other divisions; and
- Whereas, It is possible to foresee the creation and approval of a University Manual without adding overmuch to the Senate's current business and without detracting from the essential ongoing work of the Senate, especially Calendar Conversion; therefore be it
- Resolved, That the Academic Senate of the CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA supports the timely creation of an on-line, searchable University Policy Manual and an accompanying process for initial review and subsequent revision, and urges all University Officials to work diligently toward this goal; and be it further,
- Resolved, That the Academic Senate encourages the Senate Leadership to participate in conversations with other University officials (particularly the President and Vice Presidents) leading to this end; and be it further
- Resolved, That the Senate Leadership be charged with reporting back to the Senate all proposals apposite to this end, eschewing any unusual prerogatives not normally their own; and be it further

- Resolved, That all matters requiring Senate approval related to the creation of a University Manual be presented for Senate consideration through the regular referral process; and be further
- Resolved, That any necessary By-Laws or Constitutional revisions shall be handled in a timely manner through established procedures; and, be it further
- Resolved, That a copy of this resolution be presented to the President and Vice Presidents and posted on the Senate website.

Unanimously adopted by the Academic Senate of  
California State Polytechnic University, Pomona  
on April 15, 2015.



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Dr. David M. Speak, Chair  
Academic Senate