

CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA

ACADEMIC SENATE

EXECUTIVE COMMITTEE MINUTES

Wednesday, March 4, 2026

CLA Building, 98, P2-8

Zoom Link: <https://cpp.zoom.us/j/83214481213>

Zoom ID: 832 1448 1213

Passcode: executive

Attendees: Greg Barding, Aaron Cayer, David Edens, Ghada Gad, Peter Hanink, Rita Kumar, Kelly Min, Dennis Quinn, Julie Shen, Nicholas Von Glahn, Faye Wachs, and Gerd Welke.

Guests: Berit Givens and Traci Lew

1) Minutes

Executive Committee Meeting Minutes from February 18, 2026

There was no discussion.

Vice Chair Barding motioned to approve the meeting minutes. Senator Edens seconded.

All in favor. The motion passed.

M/s/p to approve the Executive Committee Meeting Minutes from February 18, 2026.

2) Chair's Report

**1. Meeting with the President and Provost**

Chair Hanink and Vice Chair Barding met with the President and Provost last week. Several key items were discussed:

**a. OneDrive Automatic Backup**

- OneDrive has begun automatically backing up the Documents and Desktop folders on Mac computers, a function that has existed on PCs for several years.
- This change was not communicated to faculty, raising concerns—especially for those who store confidential or IRB related information locally.
- The issue is being reviewed to determine appropriate next steps and ensure compliance with confidentiality requirements.

## **2. Presidential Announcement**

- The university's new president is expected to be announced on March 11.

## **3. Brian Newman Memorial**

- A memorial for Brian Newman will be held at the University Theatre on March 18 at 2:00 p.m.
- This conflicts with the Senate meeting scheduled afterward; organizers are aware that attendees may need to leave early.

## **4. Career Center / Bronco Works Concerns**

- Concerns were raised regarding whether the Career Center and Bronco Works are adequately supporting all academic disciplines, particularly science students.
- Science internships are often categorized as short term employment rather than formal internships, which may limit the opportunities communicated through current systems.
- The matter is being examined to expand capacity and ensure equitable support across disciplines.

## **5. Priority Registration Process**

- Priority registration is managed by the Academic Affairs Committee, with communication historically handled via a large email list.
- The current system is inefficient due to personnel turnover, resulting in missed communications for groups entitled to priority registration.
- A proposed improvement would replace the large email list with centralized distribution points ("nodes") such as Student Affairs, Athletics, etc., reducing the number of outgoing emails and ensuring consistent communication.

## **6. MPP III Search – Medical Director**

- Only one faculty member has applied to serve on the MPP III (Medical Director) search committee.
- Two faculty members are required for the search to begin.
- The initial call for volunteers was sent on February 20, with a reminder on March 2.
- The stated deadline for responses is Friday, March 6, but the search committee wishes to begin on Thursday before the deadline.
- After discussion, the Senate agreed to allow the search to begin while recruitment for the second faculty member continues.
- If a second faculty member volunteers by the March 6 deadline, their name will be forwarded to be added to the committee.

### 3) Vice Chair's Report

AA-008-256 Update to Priority Registration Window Guidelines

#### **Overview of Proposed Registration Revision**

The proposal seeks to simplify and correct inequities in the current registration process, which differs significantly from other CSU campuses. The key change is that once a student's priority registration window opens, it would remain open through the entire registration period.

#### **Rationale for the Change**

- Under the current system, many departments mark sections as tentative and only open additional sections after initial enrollment data is reviewed.
- When these new sections open after the priority registration window closes, students with priority status are prevented from enrolling until general registration, undermining the purpose of priority registration.
- Extending access for priority students throughout the entire period resolves this inequity and aligns the process more closely with standard practices.

#### **Historical Context**

- The gap between priority registration and general registration appears to be a historical practice rather than an intentional policy.
- Another longstanding issue is that the university shuts down registration at the end of each term, instead of maintaining continuous, rolling access, which is more common elsewhere.

Senator Shen motioned to send the referral to committee. Senator Quinn seconded.

All in favor. The motion passed.

M/s/p to send AA-008-256 to the Academic Affairs Committee.

AA-009-256 Update to Registration Unit Maximum

#### **Overview**

The Registrar's Office presented a follow-up to a pilot program designed to improve student access to course waitlists and reduce barriers caused by unit caps.

## **Summary Proposal**

- The pilot aims to remove waitlisted units from counting toward a student's unit cap, allowing greater flexibility during registration.
- Students would also be permitted to waitlist additional courses without affecting their ability to adjust schedules for high-demand or bottleneck courses.
- Although students have informally been able to waitlist multiple sections of the same course in the past, the proposal formalizes and expands this capacity.

## **Consultation Status**

- The proposal appears thorough and well-supported by relevant campus offices.
- The consultation list is complete; inclusion of the union was discussed but considered unnecessary for this item.

## **Discussion**

- Concerns were raised about the proposed allowance of up to 10 units of waitlisted courses and the potential for students to “game” the system by joining multiple waitlists for the same course or multiple sections.
- It was noted that such behavior already occurs under the current system.
- Despite potential for “gaming,” departments can typically interpret waitlist patterns accurately when forecasting demand, particularly for high-demand courses with multiple sections.
- The proposal does not distinguish between waitlisting a course in which a student is already enrolled and waitlisting courses they are not enrolled in; this detail will be addressed during committee review.
- The recently implemented “waitlist wizard” tool was reported to work well during the most recent enrollment cycle.

Senator Kumar motioned to send the referral to committee. Senator Quinn seconded.

All in favor. The motion passed.

M/s/p to send AA-009-256 to the Academic Affairs Committee.

FA-004-256 Retention of Syllabi

## **Overview**

This referral is the second attempt to develop a campus policy on syllabi retention. It has been separated from a previous combined referral to allow focused consideration.

## **Key Elements of the Referral**

- The proposal identifies departments, not the university, as the designated location for storing syllabi.
- Many departments already retain syllabi for accreditation or program assessment purposes (e.g., Engineering, Sciences).
- The referral does not impose a strict deadline, allowing the committee adequate time to evaluate implications and implementation details.

## **Retention Timeline**

- Other institutions retain syllabi for 2–10 years.
- The proposed 7-year period aligns with WASC accreditation practices, which include a mid-cycle review, and corresponds with several discipline-specific accreditation cycles.

## **Purpose and Use of Retained Syllabi**

Syllabi serve several key functions:

- Documenting course content and learning outcomes for transfer evaluations, graduate school applications, and student support.
- Providing details such as course modality (in-person, hybrid, online), which is critical for articulation decisions and often not available on transcripts.
- Supplying information on course materials (including textbook editions), which is necessary for determining equivalency with external institutions.

## **Data Storage and Access Considerations**

- Departments currently use various storage methods (department servers, SharePoint, Canvas uploads), with differing levels of accessibility and risk.
- Concerns were raised about:
  - Data privacy and who can access electronic repositories.
  - Potential future misuse of stored syllabi if political or administrative contexts change.
- These concerns will be left for the Faculty Affairs Committee to examine, including possible safeguards and storage guidelines.

## **Consultation List**

- The referral's consultation list is comprehensive; however, the CFA (faculty union) will be added due to potential implications for faculty rights and use of instructional materials.

Senator Quinn motioned to the referral to committee with the recommendation that the CFA be added to the consultation list. Senator Kumar seconded.

All in favor. The motion passed.

M/s/p to send FA-004-256 to the Faculty Affairs Committee with the recommendation to add the California Faculty Association (CFA) to the consultation list.

GE-025-256 HST 3364 – The Faces of Inequality: A Modern History of Power and Prejudice (New GE Area 3C)

### **Overview**

A course proposal, which has passed the college curriculum committee, was presented for referral to the GE Committee. The course is associated with the developing Global Justice major, although the major itself has not yet been formally proposed.

### **Context**

- The course is one of several anticipated for inclusion in the planned Global Justice major.
- Some concerns exist regarding:
  - The level of consultation conducted during the development of these courses.
  - The perception that the curriculum is being built in advance of the formal major proposal.
- The specific course under review is not considered the most contentious among those associated with the prospective major.

### **Consultation Discussion**

- It was recommended that the GE Committee ensure consultation with:
  - Philosophy, which offers comparable content (e.g., Race and Racism).
  - Ethnic and Women's Studies (EWS), given the topic alignment.
- Although the course passed the college-level review, explicit consultation with these departments should be confirmed and documented.

Senator Quinn motioned to the referral to committee with the recommendation that Philosophy and EWS be included in consultation. Vice Chair Barding seconded.

All in favor. The motion passed.

M/s/p to send GE-025-256 to the General Education Committee with recommendation to

add Philosophy and Ethnic & Women's Studies Departments to the consultation list.

#### 4) Reports

##### **Presented by Dr. Berit Givens, Chair of the Faculty Affairs Committee**

FA-003-234 Review of Policy 1305 Joint Teaching Appointments

##### **Overview**

The Faculty Affairs Committee reviewed Policy 1305 (Joint Teaching Appointments) following referral FA-003-234, which originated several years ago. The existing policy was brief, lacked clarity, and had no documented Senate approval history.

##### **Committee Findings**

- The current policy conflicts with two distinct situations:
  1. Ad hoc teaching assignments in another department (e.g., faculty teaching pedagogy courses in Education)
  2. Formal joint appointments involving ongoing percentage-based roles in two departments
- The committee determined there is value in having clear policies, as faculty movement between departments or interdisciplinary roles can create ambiguity without formal guidance.

##### **Proposed Structural Changes**

1. Create a new policy governing *ad hoc teaching assignments in another department*.
  - A brief policy is proposed requiring written documentation on how student evaluations will be used in RTP when faculty teach outside their home department.
2. Rewrite Policy 1305 to focus solely on formal joint appointments.
  - The committee drew heavily from CSU Fullerton's comprehensive policy.
  - The draft includes multiple sections addressing:
    - Appointment structure and designation of a "home department"
    - RTP review processes, including needed addenda for interdisciplinary expectations
    - Initial hiring procedures for joint appointments
    - Procedures for converting between single-department and joint appointments
    - Workload considerations and the need for transparent written agreements

##### **Consultation Status**

- Initial consultation conducted with several deans; feedback was generally positive, with one dean highlighting workload challenges for interdisciplinary faculty.
- CFA consultation was initiated but not yet completed.
- Department chairs have not been directly consulted; Senator Givens noted this should occur before advancing the policy.

### **Next Steps**

- The committee will wait one week to allow completion of CFA consultation and outreach to department chairs.
- The item will be returned to the Executive Committee at the **March 11** meeting.
- If no additional concerns arise, the committee may proceed without re-presenting the full proposal.
- The policy changes may require assigning a new policy number for the newly created document.

### **Timeline Considerations**

- Given the complexity of the policy, full Senate action may extend into April or May.
- If the policy becomes contentious, it may be tabled until the next academic year.

There was no motion.

FA-003-234 was tabled until Wednesday, March 11, 2026.

FA-003-256 Update Policy 1207 Misconduct in Research

### **Overview**

The committee reviewed proposed revisions to Policy 1207 on Misconduct in Research. The revisions reflect required updates to maintain compliance with federal guidelines.

### **Summary of Changes**

- According to Dr. Craig LaMunyon, the revisions do not alter:
  - The definition of research misconduct
  - Investigatory procedures
  - Standards of evidence or burden of proof
- The changes primarily:
  - Update language regarding publicizing the policy
  - Add statements confirming compliance with Public Health Service regulations (42 CFR Part 93)
  - Align campus policy with updated federal requirements initiated under the Biden administration

## **Importance of Compliance**

- Failure to adopt the updates could jeopardize eligibility for Department of Health and Human Services (HHS) funding.
- Many smaller agencies also adopt HHS guidelines, increasing the importance of timely compliance.

## **Committee Discussion**

- The committee unanimously supported forwarding the revisions after clarifying that no substantive policy definitions or procedures were changing.
- A request was conveyed from Dr. LaMunyon to consider waiving the first reading to meet an early April federal reporting deadline.
  - Senate leadership noted this is procedurally possible but requires a Senate motion and vote.
  - The item does not appear controversial.
  - Some committee members initially raised concerns about the policy's effective retroactive date (January 1), but since the definition of misconduct is unchanged, the issue was considered minimal.

Senator Von Glahn motioned to send the referral to the Senate meeting agenda. Vice Chair Barding seconded.

All in favor. The motion passed.

M/s/p to send FA-003-256 to the Academic Senate Meeting Agenda for March 18, 2026.

## 5) Old Business

Revision to Policy 1601 Grading System

### **Overview**

A correction to Policy 1601 was presented for review. The issue involved outdated language referencing the quarter system, which persisted despite previous policy updates.

### **Background**

- The policy had been updated earlier; however, one remaining reference to “quarters” was overlooked.
- Because the change involved correcting a single missing word, it was deemed unnecessary to send the item through a full committee review.

### **Administrative Coordination**

- Dr. Phyllis Nelson was consulted to confirm whether an internal correction would be acceptable.
- She agreed that the correction could be made directly.

**Next Steps**

- No further consultation (including presidential consultation) is required because the policy had already been approved previously; the correction simply addresses an implementation oversight.
- The policy will be updated accordingly.

6) New Business

**Faculty Emeritus Appeal**

There was a brief discussion on the faculty emeritus appeal process. There was also a motion that Nancy Merlino be added to the list of recommended candidates for the faculty emeritus award. There were two (2) abstentions. The motion passed.

M/s/p to approve Nancy Merlino be added to the list of consideration for the Faculty Emeritus Award.

**The Executive Committee were in favor of the one for one appointment(s) to the following service opportunities:**

Senior Associate Vice President for Facilities, Planning and Maintenance

- **Sedat Ozer, College of Engineering (ECE)**

So-Ra Baek	ENV/ URP	Seated 2/18/26	1 of 2 faculty member requirement
------------	----------	----------------	-----------------------------------

Provost’s Award for Excellence Selection Committee ENV Vacancy – term ends 2027

- **Robert Clarke, Architecture**

Vacant	CBA	Term ends 2027
Vacant	CEIS	Term ends 2027

The Academic Senate Office will continue to recruit for the remaining vacancies.

#### Search Committee for the Executive Medical Director (MPP III)

- Only one faculty member has applied to serve on the MPP III (Medical Director) search committee.
- Two faculty members are required for the search to begin.
- The initial call for volunteers was sent on February 20, with a reminder on March 2.
- The stated deadline for responses is Friday, March 6, but the search committee wishes to begin on Thursday before the deadline.
- After discussion, the Senate agreed to allow the search to begin while recruitment for the second faculty member continues.
- If a second faculty member volunteers by the March 6 deadline, their name will be forwarded to be added to the committee.

Vice Chair Barding motioned to approve one faculty member. Senator Kumar seconded.

All in favor. The motion passed.

M/s/p to approve Hanna Lee appointment to the search committee for the Executive Medical Director (MPP III).

#### 7) Discussion

##### **Impaction Consultation**

**Presenter:** Traci Lew, Interim Director of Admissions

**Topic:** Proposed Impaction Changes for 2027–2028

**Purpose:** Annual consultation regarding required impaction reporting to the CSU Chancellor's Office.

---

##### **1. Background on Impaction**

- CSU campuses must annually review and report impaction status (campus-level and program-level).
- Cal Poly Pomona (CPP) is currently:
  - Impacted at the freshman level
  - Not impacted at the transfer level
  - Program-impacted in several majors
- CPP is not fully impacted, unlike campuses such as SDSU or CSU Fullerton, where all programs are impacted.

---

##### **2. Current Program Impaction Snapshot**

- 17 impacted freshman majors
- 18 impacted transfer majors

- Difference example: *Sociology* cannot accommodate all freshman applicants but can accommodate all transfers.
- 

### **3. Proposed Impaction Changes (Starting 2027–2028)**

#### **A. Discontinue Freshman-Level Impaction**

- CPP historically admits nearly all CSU-eligible California freshmen in non-impacted majors, regardless of local area.
- Removing freshman-level impaction simply formalizes current practice.
- Benefits:
  - Allows CPP to participate in the statewide Direct Admission Program, giving the campus additional visibility and marketing advantages.
  - Does not change program-level impaction, which continues for high-demand fields (e.g., ME, CS, Aero).

#### **B. Impact Business – Finance, Real Estate & Law (FRL) at the Freshman Level**

- FRL is the only non-impacted freshman major where CPP regularly denies large numbers of eligible non-local applicants (600–700 annually).
- Without impacting FRL, discontinuing freshman-level impaction would require admitting all eligible California applicants, which would overrun department capacity.
- Past administrative error (2023) resulted in over-enrollment of 100+ extra FRL students, reinforcing capacity concerns.
- Proposal is supported by the FRL department.
- Impact applies only at the freshman level; the program can absorb all eligible transfer students.

#### **C. Modify Transfer-Level Requirements for Computer Science**

- CS applications have decreased 30–40% in recent years statewide.
  - Current requirement: Calculus I + Physics + 1 additional supplemental course (3 required courses).
  - Proposed change:
    - Require only Calculus I
    - Physics and the third course become recommended (not required)
  - Purpose:
    - Broaden eligibility during lower application cycles
    - Maintain incentives through the multi-factor admissions model (MFA) for students who complete recommended courses
  - Change was initiated and supported by the Computer Science department and College of Science leadership.
- 

### **4. Consultation Process and Timeline**

- Consultation began December 2025 with the President, Provost, and department leaders.
- Required steps completed:
  - Initial memo submitted to the Chancellor’s Office

- CSU approval received to pursue proposed changes
  - Public website launched
  - Notices published in newspapers and the Poly Post
  - Public hearings held with community colleges, high school counselors, and other stakeholders
  - Consultations conducted with deans, associate deans, Enrollment Planning Group, ASI, and the Senate
  - Final impactation report is due mid-March.
  - The Public comment email address is posted on the impactation website.
- 

## **5. Discussion Highlights**

- **Computer Science Prerequisite Modification:**  
The Computer Science Department and College of Science support reducing required courses, given declining applications and alignment with program needs.
  - **FRL Denials and Student Demographics:**  
FRL denials are primarily volume-based. Out-of-area applicants are ranked using the multi-factor admission model; local applicants receive a slight advantage but no guarantee.
  - **Understanding Local vs. Non-local:**  
Removing freshman-level impactation expands “local” to encompass all California students for non-impacted majors.
  - **Program Capacity:**  
Admissions decisions must reflect department capacity across continuing and incoming students; impactation is only one component of campus enrollment management.
  - **Systemwide Commitment:**  
CSU guarantees all CSU-eligible students a place somewhere in the system; students not admitted to CPP may be redirected to other campuses with capacity.
- 

## **6. Conclusion**

Traci Lew concluded the presentation by inviting further questions and thanking the Executive Committee for participating in the impactation consultation process.

Adjourned @ 4:34 PM