

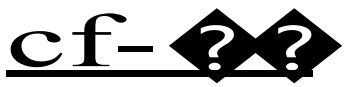


Memorandum

Date: November 17, 2010

To: Lisa A. Alex
Chair, Academic Senate

Copy: Provost
Cabinet
Deans
AVP's

From: 
J. Michael Ortiz, Ph.D.
President

Subject: AS-2360-011/AA REMOVAL OF "RESOLUTION OF IMPASSE" SECTION FROM
THE UNIVERSITY CURRICULUM GUIDE

I approve the changes recommended by the Academic Affairs Committee to the section in the Curriculum Development Guide titled "Resolution of impasse". I ask Claudia Pinter-Lucke, AVP for Academic Programs, to replace the existing section in the guide with this revised version.

I further ask that Academic Programs review the entire Curriculum Development Guide to note which sections are governed by CSU regulation, which sections are the result of consideration by the Academic Senate, and which sections are not supported by documentation. The results of this review shall be submitted to the Academic Senate.

Senate Recommendation:

The section on Resolution of impasse in the *Cal Poly Pomona Curriculum Development Guide* shall be changed to the following:

Resolution of impasse

An impasse is when two or more departments disagree about a curriculum proposal and the curriculum process is deadlocked.

- o The proposing unit and the affected college should correspond in a timely manner until resolution or impasse is reached. If there is an impasse, the Dean of the affected college shall notify the Associate Vice President for Academic Programs.
- o The Associate Vice President for Academic Programs shall schedule a meeting of the department chairs and college deans involved to discuss the issues and attempt to reach a resolution in a timely manner (within the same curriculum cycle). A proposed resolution reached in this manner must be approved by all departments involved in the impasse.
- o If a resolution is still not possible, the following shall take place in a timely manner:

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Each dean and department chair will prepare a position paper and submit it to the Associate Vice President for Academic Programs.

The Associate Vice President for Academic Programs will prepare a background document.

The background document, the position papers, and any support materials shall be forwarded for consideration either to the University Curriculum Committee or to the Academic Senate.

- o The University Curriculum Committee will typically review cases related to course conflicts not related to general education, make recommendations and forward them to the Executive Committee of the Academic Senate.
- o The Academic Senate will review all cases related to general education course conflicts as well as conflicts between majors, minors, and options.
- o Any miscellaneous issues concerning curriculum proposals not covered by either of the two preceding processes shall be referred to the Executive Committee of the Academic Senate for handling in accordance with standard senate procedures.