



**ACADEMIC SENATE
Executive Committee
REFERRAL FORM**

CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA

Date:	11/19/2025
To:	Academic Affairs Committee
From:	Academic Senate Executive Committee
Subject:	Academic Senate Referral
Classification	AA-005-256
Title of Referral:	Correction to Cross Listing Policy 1122
Background:	See attached referral request form. Additional background provided by the Executive Committee:
Recommended resources:	See attached referral request form and supporting documentation. Additional resources recommended by the Executive Committee: For the Committee's Report on this referral, please list in separate sections, the resources recommended, and resources actually consulted. If a resource was not consulted, briefly state why.
Review and recommend:	Review and recommend as appropriate.
Date required for presenting committee report to the Executive Committee:	3/18/2026

1.Name

Laura Massa

2.Email

lmassa@cpp.edu

3.Title of Referral

Correction to Cross Listing Policy 1122

4.Names and Titles of proponents

Cheryl Koos, AVP Faculty Affairs

Terri Gomez, Provost and Vice President, Academic Affairs

5.Keywords

Cross, Listing, 1122

6.Is there a deadline when this referral needs to be considered by the Academic Senate?

Yes

7.Deadline Date

3/18/2026

8.Justification for deadline

Registration for fall 2026 starts in April; departments should be able to complete their schedule before registration begins.

9.Background

This referral is to address conflicts that have arisen related to the staffing of cross-listed courses. Staffing courses is the purview of the academic department offering the course (per Article 20, section 20.2b). The correction being requested is to eliminate the line about staffing from line 2.2 of the cross-listing policy.

The current text reads:

When cross-listing existing courses or proposing new cross-listed courses, both program chairs of the relevant programs shall agree to cross-list the course, jointly decide on the staffing of the course each time it is offered and collaborate on content. Current agreement and future intent are signified by chairs' approval in the curriculum approval process.

The correction is to remove "jointly decide on the staffing of the course each time it is offered and collaborate on content," which is shown using track changes in the attached file.

10. Recommended Resources

Cheryl Koos, AVP Faculty Affairs

Terri Gomez, Provost and Vice President, Academic Affairs

Cross listing policy: https://www.cpp.edu/academic-manual/1100-1199-curricular-policies/policy_1122-cross-listing-policy.pdf

CFA Article 20: Workload, section 20.2b (note that the appropriate administrator in this section is the dean): <https://www.calstate.edu/csu-system/faculty-staff/labor-and-employee-relations/Documents/unit3-cfa/article20.pdf>

11. Attachments

[correction to policy_1122-cross-listing-polic_Laura Massa.docx](#)