

**CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA
ACADEMIC SENATE**

DATE: October 6, 2010
TO: Faculty Affairs Committee
FROM: Academic Senate Executive Committee
SUBJECT: Academic Senate Referral

1. CLASSIFICATION: FA-001-011
- 2.
3. TITLE OF REFERRAL: **Policy on Adjunct Faculty**
4. BACKGROUND: See attached referral request form. Additional background provided by the EC: none.
5. RECOMMENDED RESOURCES: See attached referral request form. Additional resources recommended by the EC: **none**.

For the Committee's Report on this referral please only list the resources that were actually consulted.

6. REVIEW AND RECOMMEND: Review and recommend as appropriate.
7. DATE REQUIRED FOR PRESENTING COMMITTEE REPORT TO EXECUTIVE COMMITTEE: **January 12, 2011**

**CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA
ACADEMIC SENATE
REFERRAL REQUEST FORM**

Please provide all information requested in this form. Incomplete referrals will be returned. Referrals must be submitted in electronic form to:
senate@csupomona.edu

Date: October 4, 2010

Names and titles of proponents: Dr. Martin Sancho-Madriz

KEYWORDS: adjunct, faculty,

TITLE OF REFERRAL: Policy on Adjunct Faculty

BACKGROUND:

Senate report AS-2352-910 adopted on 4/14/10 recommended the following: *“Delete section 301.241 “Adjunct Professors” of the University Manual. If appropriate, the section should be replaced by a new policy on appointment of visiting professors that is in compliance with the CBA.”* The Senate report was approved by President Ortiz.

There are a number of persons that are currently using the “Adjunct Professor” title in relationship with Cal Poly Pomona, others are seeking to use this title but we currently have no policy on criteria and on expectations and responsibilities for the individual as well as the Department and the University. A procedure for awarding this title is also needed.

The Adjunct Professor title is used at other universities usually to recognize a relationship between distinguished professionals and the university and it may or may not involve direct compensation by the institution. While a policy on Visiting Professors is also needed, part timers and visiting professors are not necessarily entitled to the Adjunct Professor title.

If the CBA does not allow CSU campuses to award the Adjunct title then no one should be able to use that title in relationship to a CSU. Consultation on this matter with other CSU campuses and with CFA is requested.

RECOMMENDED RESOURCES:

- Provost denBoer
- Gary Hamilton
- George Tejadilla
- CFA
- Dr. Lisa Alex
- Dr. Martin Sancho-Madriz
- Academic Senate Executive Committee
- Policies on adjunct faculty at other CSU campuses

The Executive Committee (EC) forwards the referrals to a standing committee that researches the proposal, contacts resources, and submits a report. The EC reviews the report, forwards it to the Senate or returns it to the standing committee for additional information, clarification, or review. After the EC accepts the report it is placed on the agenda of the next Academic Senate meeting for a first reading and a month later for a second reading where voting takes place. The referral is then sent to the President for approval. **Depending on the topic the process may take from 1 to 3 quarters.** A motion to waive the first reading, if approved by the Senate, would reduce the wait time by one month.

Is there a deadline by when this referral needs to be considered by the Academic Senate? ___No ___X___Yes, by early Winter Quarter. Justification for deadline:

A policy is needed to handle requests to appoint adjunct faculty

Referrals will be placed on the agenda of the next meeting of the Executive Committee if submitted no less than 5 work days (a week) before the date of the meeting. Under special circumstances and whenever possible, requests to waive the deadline may be granted with an appropriate justification.