



**ACADEMIC SENATE
Executive Committee
REFERRAL FORM**



CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA

Date:	4/22/2020
To:	Faculty Affairs Committee
From:	Academic Senate Executive Committee
Subject:	Academic Senate Referral
Classification	FA-005-190
Title of Referral:	Revision to Policy 1310 – Management Personnel Plan (MPP) Appointments
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:	11/18/2020

Your Name: Diane Gonzalez

Your Email: dianeg@cpp.edu

Title of Referral: Revision to Policy 1310

Names and Titles of proponents: Diane Gonzalez, Executive Assistant to the Provost and VP Academic Affairs

David Speak, Professor, Political Science Department

Sep Eskandari, Associate Provost, Academic Planning and Resources

Keywords: MPP, Policy 1310, Management

Is there a deadline by when this referral needs to be considered by the Academic Senate?: No

Deadline Date:

Justification for deadline:

Background: Cal Poly Pomona's Policy 1310 governs the search for and appointment of an administrator at or above Administrator (MPP) level III. Examples of such positions include the provost, vice-presidents, associate vice-presidents, deans, or associate deans. The policy is intended to ensure selection of the most qualified and effective leaders to maintain the academic quality and integrity of the institution.

Currently, there are inconsistencies between Policy 1310 and the procedures which must be followed by the search committee. The main reason for the disconnect is a lack of specificity in guiding the work of search committees, as well as the use of outdated specific titles for offices and positions. The lack of specificity is particularly challenging because committee members may not have previously served on an MPP search committee or may not have received training on the MPP search process. There are gaps in Policy 1310 that cause misinterpretation, insertion of unnecessary preferences in the search process, and procedures that are not aligned with standard hiring practices or the full spirit of shared governance. This misalignment between the policy and the search process could cause a search to fail or potentially end in a grievance or lawsuit against the University. Even under most optimal conditions, this misalignment brings about a lack of consistency from one search to the next.

This referral requests a review of Policy 1310 based on an attached draft. This process is unusual, in that revision is generally undertaken by the appropriate Senate standing committee. This draft is the result of a student's master project in the Master of Public Administration program. This student is also a university employee who has been appointed as support staff to many MPP searches in the Division of Academic Affairs governed by Policy 1310. Thus, this student is keenly aware of the challenges of the existing policy. This referral thus represents a signature demonstration of Cal Poly Pomona's learn-by-doing philosophy. This draft is, of course, presented to the Academic Senate as a recommendation with the full expectation that it will be reviewed, debated, and revised as necessary.

Recommended Resources: Phyllis Nelson, Chair, Academic Senate

Academic Affairs Committee

Kimberly Allain, AVP for Employee & Organizational Development & Advancement

Nicole Butts, Interim Director, Employee Diversity, Inclusion & Campus Climate

Nicole Hawkes, Chief of Staff, President's Office

University Library, Thesis Project: <http://hdl.handle.net/10211.3/212753>

Attachment 1:

https://s3.amazonaws.com/files.formstack.com/uploads/2070179/36745860/602428224/2020.01.29-revised_policy_1310-with_mark_ups.docx