

Adopted: January 25, 1994

**ACADEMIC SENATE
OF
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, California**

**AS-415-94/PPC
RESOLUTION ON
VOTE OF NO CONFIDENCE FOR ADMINISTRATORS**

WHEREAS, At the present time there is no formal process for a Vote of No Confidence for administrators at Cal Poly, and

WHEREAS, Such a process is appropriate for a university; therefore, be it

RESOLVED: That the following procedure be adopted by the Academic Senate; and, be it further

RESOLVED: That the Procedure for a Vote of No Confidence for Administrators be included in the Campus Administrative Manual (CAM) in its entirety in an appropriate place.

PROCEDURE FOR VOTE OF NO CONFIDENCE FOR ADMINISTRATORS

1. If a Vote of No Confidence for any administrator is to take place it should not be a regular periodic event but should be considered an extraordinary measure.
2. Campus-wide official petition forms will be created for the administration of a Vote of No Confidence. The forms shall include spaces for printed names, signatures, and employee identification numbers.
3. The following procedure will be followed for all administrators above the rank of department chair/head and below vice presidents and president;
 - 3.1 A petition signed by at least 25 percent of a college's tenured and tenure-track faculty is presented to the college caucus chair. Simultaneously, a notification of the petition is presented to the Chair of the Academic Senate.
 - 3.2 Upon receipt of the petition, the caucus chair shall present it to the Chair of the Academic Senate in a timely manner.
 - 3.3 Within five (academic year) working days (excluding summer quarter), from the date the petition was presented to the college caucus chair, the Chair of the Academic Senate and the caucus chair will verify that the people who signed the petition constitute at least 25 percent of the tenured and tenure-track faculty of the college.

- 3.4 The names of the people who signed the petition will be kept confidential by those who have access to it. The petition will be destroyed after the Vote of No Confidence is conducted.
- 3.5 Within ten (academic year) working days (excluding summer quarter) from the date of the petition verification, the Chair of the college caucus shall hold an open forum of tenured and tenure-track faculty for the purpose of allowing the named administrator to respond to the petition.
- 3.6 The Academic Senate Elections Committee shall conduct the Vote of No Confidence within five (academic year) working days (excluding summer quarter) from the date of the open forum. Those eligible to vote shall consist of the college's tenured and tenure-track faculty.
- 3.7 The results of the Vote of No Confidence for the named administrator will be distributed by the Chair of the Academic Senate to the President, the Vice President for Academic Affairs, the dean, the named administrator, and the faculty of the college.
4. The following procedure will be followed for the president and vice presidents:
 - 4.1 The process to administer a Vote of No Confidence for the president or vice presidents can be initiated by one of the following two alternatives;
 - 4.1.1 Alternative 1: A petition, signed by at least 10 percent of the constituency who are represented by the Academic Senate, is presented to the Chair of the Academic Senate.
 - 4.1.1.1 The Chair of the Academic Senate presents the petition to the Academic Senate officers after the petition was handed to the Chair.
 - 4.1.1.2 The Academic Senate officers will verify that the people who signed the petition constitute at least 10 percent of the constituency represented by the Academic Senate.
 - 4.1.1.3 The names of the people who signed the petition will be kept confidential by those who have access to it. The petition will be destroyed after the Vote of No Confidence is conducted.
 - 4.1.1.4 Within ten (academic year) working days (excluding summer quarter) from the date the petition was presented to the Academic Senate officers, the Chair of the Academic Senate shall hold an open forum of the Academic Senate constituency for the purpose of allowing the president/vice president to respond to the petition.

- 4.1.1.5 The Academic Senate Elections Committee shall conduct the Vote of No Confidence within five (academic year) working days (excluding summer quarter) from the date of the open forum. Those eligible to vote shall consist of the voting membership of the General Faculty as defined in Article I of the Constitution of the Faculty.
 - 4.1.2 Alternative 2: A motion to administer a Vote of No Confidence for the president or vice presidents is passed by the Academic Senate by simple majority.
 - 4.1.2.1 Within ten (academic year) working days (excluding summer quarter) from the date the Academic Senate passed the resolution to conduct a Vote of No Confidence, the Chair of the Academic Senate shall hold an open forum of the Academic Senate constituency for the purpose of allowing the President/Vice President to respond to the vote.
 - 4.1.2.2 The Academic Senate Elections Committee shall conduct the Vote of No Confidence within five (academic year) working days (excluding summer quarter) from the date of the open forum. Those eligible to vote shall consist of the voting membership of the General Faculty as defined in Article I of the Constitution of the Faculty.
- 4.2 The results of the Vote of No Confidence for the president or vice presidents will be distributed by the Academic Senate Executive Committee to the president, the vice presidents, the college deans, all personnel represented by the Academic Senate, and the Chancellor of The California State University system.
5. In the case of exceptional circumstances, the Academic Senate Executive Committee may modify the time lines, but not the procedures, provided in this document.
6. The Academic Senate Executive Committee may by a two-thirds vote enlarge upon the list of administrators affected by this resolution.

Proposed By: The
Academic Senate Personnel
Policies Committee
November 9, 1993
Revised January 25, 1994

State of California
MEMORANDUM

To: Jack Wilson, Chair
Academic Senate

Date: June 1, 1994

File No.:

Copies: Robert Koob

From: Warren J. Baker
President

Subject: **RESPONSE TO AS-415-94/PPC** (Vote of No Confidence for Administrators)

The justification for the addition of a policy should be more than the absence of one. Policy ideally needs to be generated by a well conceived set of goals and the strategies for reaching those goals. The policy suggested by this resolution would be implemented only as the unhappy outcome of a serious attempt at resolving conflict by less confrontational means. I would consider adding this to the Campus Administrative Manual only if it were one component of a policy that described what level of issues are worthy of campus-wide attention, how to build consensus on those issues, and what series of steps needed to be taken to resolve conflict developing around those issues. I would see the attached resolution as being the last step in the conflict resolution series and implemented only when more constructive alternatives failed.

It is my intention to delay further consideration of this resolution until I have had the opportunity to review a more comprehensive policy that also outlines steps for conflict resolution which might be considered a natural component.