SAN JOSE STATE UNIVERSITY
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S13-3, Policy Recommendation, Temporary Accommodation for Degree Programs Reducing to 120 units

Legislative History:

At its meeting of March 11, 2013, the Academic Senate approved the following policy recommendation presented by Senator Bros-Seemann for the Curriculum and Research Committee.

Action by University President: Approved and signed by President Mohammad Qayoumi on April 8, 2013

Policy Recommendation:
Temporary Accommodation for Degree Programs Reducing to 120 units

Whereas The Board of Trustees of the California State University approved modifications to Title 5 at their meeting of January 2013 with the intended goal of reducing the units required for degrees (including a 120 unit limit for many programs), and

Whereas San José State is attempting to bring undergraduate programs with unit requirements between 121 and 129 into line with a 120 unit limit (CSU coded memo AA-2013-02 & January 2013 modifications to Title 5 by the CSU Board of Trustees) by the start of the Fall 2013 semester and undergraduate programs with unit requirements above 129 into line with a 120 unit limit by the start of the Fall 2014 semester, and

Whereas several programs may have unique accreditation requirements or other compelling reasons that make it difficult to meet the 120 unit limit by simply reducing units in the major, and

Whereas there is a need for a short term solution to help San José State University bring high unit majors into compliance with the 120 unit limit, and

Whereas General Education is an integral part of all SJSU's undergraduate degrees, with student learning objectives common to all such programs,

Whereas there is a need for immediate clarity as well as a process that would guide departments and colleges in developing alternative pathways toward meeting program, GE, and other graduation requirements, and

Whereas all academic program changes require a plan and an assessment mechanism to ensure that the goals, objectives, and outcomes of all requirements are being met, therefore be it

Resolved that a faculty position of University GE Program Facilitator be created with the responsibilities to: 1) connect departments seeking advice on integration of GE requirements into the major, with individuals or organizations the appropriate expertise who will assist in the development and review of GE integration proposals and assessment strategies: and further be it

Resolved that the aforementioned position for University GE Program Facilitator will need to have familiarity with GE guidelines and operations in the Board of General Studies; and that individual will receive a summer stipend for 2013 as well as release time for the Fall 2013 semester from Undergraduate Studies; and further be it

Resolved that, until this policy is amended or replaced, academic programs reducing to 120 units shall follow these steps:

Pertaining to all applicants for program modifications

1) Departments with programs totaling 121-129 units need apply before the end of the Spring 2013 semester. For those programs and departments with programs totaling more than 129 units need apply before the end of the Fall 2013, semester.

2) If a program has one or more pre-existing waivers for GE Areas that had been granted from the Chancellor's office, the offering department would not need to provide any justification or submit evidence that they have incorporated the corresponding GE SLOs into their program. However, they are encouraged to do the latter.

3) Any programmatic GE modifications that have been granted by SJSU but have not been approved by the Chancellor's office will be considered to have expired. If one or more of the aforementioned GE modifications was necessary for a program to be

within 120 units, the departments will have to apply for one or more of the following or reduce content in the major.

4) Meeting GE requirements within the major

a) Initial Process:

i) <u>Application Process</u>

(1) Only programs currently in excess of 120 units would be eligible for consideration.

(2) The incorporation of GE SLOs into the major should not contradict the spirit of SB 1440 if that major would be otherwise be considered appropriate for a Transfer Model Curriculum.

(3) Departments shall submit their proposal to the appropriate college-level curriculum committee and the Dean's office of that college.

(4) If approved by the college-level curriculum committee, the proposal will be forwarded to the Board of General Studies (BOGS) from the appropriate College level Curriculum committee.

(5) If approved, BOGS will send a copy of the proposal to the University GE Facilitator who will contact the department making the proposal to provide information on how the department can make use of existing faculty expertise.

ii) <u>Materials needed</u>: The applying department shall provide a compelling argument that the Student Learning Objectives (SLOs) for a GE course are already incorporated into their degree program.

iii) <u>Stipulation</u>: The applying department will be expected, within one year of the date of approval, to develop an appropriate assessment strategy that has been approved by the Board of General Studies (BOGS) - details specified below in b) i) (1).

iv) <u>Facilitating process</u>: Departments wishing advice on how to integrate General Education Student Learning Objectives into their programs and/or developing appropriate assessment programs can contact the aforementioned University GE Program Facilitator to be connected with individuals or organizations with the appropriate expertise.

b) Post Approval - Evaluation Process

i) Within 1 year of the date of approval, the department must:demonstrate to the Board of General Studies how their program addresses the General Education requirements as specified in the application and provide an appropriate strategy to assess the effectiveness of the program in addressing those General Education requirements.

ii) If the Board of General Studies recognizes that the department has incorporated the Student Learning Objectives (SLOs) into the program and has approved the assessment strategy, the department will then be responsible for the collection and analysis of the assessment data for those SLOs.

iii) If the department fails to demonstrate to the Board of General Studies that their program(s) addresses the General Education requirements as specified in the application, the department shall reduce the program to 120 units by satisfying the GE SLOs using the existing course-based mechanism or some other unit reduction within the major or within campus requirements.

5) Seeking a Waiver of the Physical Education Campus Graduation Requirement (as stipulated in S73-5)

a) Process:

i) Departments shall submit their proposal to the appropriate college-level curriculum committee.

ii) If approved by the college-level curriculum committee, the proposal will be forwarded to the Academic Senate Curriculum and Research Committee.

iii) If recommended by the Academic Senate Curriculum and Research Committee, the proposal will be forwarded to the Provost for approval.

iv) If the Provost approves, the requirement will be waived for a period of one year, after which the department must reapply.

v) If the Provost does not approve, the department shall reduce the program to 120 units by some other unit reduction within the major.

b) **Materials needed**: The applying department will need to provide compelling evidence that it is not possible to fulfill the Physical Education Campus

Graduation Requirement given constraints such as accreditation and degree unit limits.

6) Programs Seeking to Apply to the Chancellor's Office for a Waiver of a GE Requirement:

Per Executive Order 1065 (General Education Breadth Requirements) section 2.2.5(b), which states "*In the case of high-unit professional major degree programs, the chancellor may grant exceptions to one or more requirements for students completing the particular program. Such exception must be approved at the campus level prior to initiating a request to the Chancellor's Office. A full academic justification shall be submitted to the executive vice chancellor and chief academic officer, Academic Affairs, who shall submit his or her recommendation and the campus recommendation (along with all relevant documents) to the chancellor*."

a) Process

i) Departments shall submit their proposal to the appropriate college-level curriculum committee.

ii) If approved by the college-level curriculum committee, the proposal will be forwarded to the Academic Senate Curriculum and Research Committee.

iii) If recommended by the Academic Senate Curriculum and Research Committee, the proposal will be forwarded to the Provost for approval.

iv) If the Provost approves, San José State University will support the application for waiver of specific GE requirements.

v) If the Chancellor's Office declines the request, the program in question must meet the 120 unit limit for a Bachelor degree by cutting or integrating other elements (e.g., major requirements) within the unit limits

b) <u>Materials needed</u>: The applying department will need to provide compelling evidence that it is not possible to fulfill specific GE requirements given constraints such as accreditation and degree unit limits.

Present: Shannon Bros-Seemann, Dennis Jaehne, Annette Nellen, Winifred Schultz-Krohn, Rebecca Feind, Jean-Luc Desalvo, Patricia Swanson, Patricia Backer, Pamela Stacks, Elizabeth Weiss,

Absent: Peter Buzanski, Peter Lee

Approved: 10 for, 0 against, 0 abstain

Financial Impact : Will require the creation of a position of University GE Facilitator with stipend and/or release time for the summer of 2013 and the Fall 2013 semester. As all of the programs will need to be in-line by Fall 2014, after that point, the position will not need to be funded.

Workload impact: There will be additional work on the part of departments to develop programs that fall within the unit requirements and to provide appropriate assessment strategies, but that is work that would already need to be done to be in compliance.

Impact on Students: This will enable more students from a greater variety of majors to graduate with 120 units and, thus, creates degree unit equality. However, students enrolled in programs which incorporate GE SLOs into their majors will find it more difficult to change majors.