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September 21, 2005

To: Provosts and Campus Senate Chairs Code: AA-2005-35
From: Keith O. Boyum *KOB* Marshelle Thobaben *MT*
Associate Vice Chancellor Chair, Academic Senate CSU
Subject: Brief Sketch of Plans for Joint Meeting, October 5

For the first time, we have planned a meeting to include both campus senate chairs and campus provosts / vice presidents, academic affairs. You know that this arises in the context of the Board's great interest in Campus Actions to Facilitate Graduation.

This systemwide effort to facilitate graduation takes life on individual campuses. Yet a systemwide Board seeks systemwide progress in bringing average units to the baccalaureate nearer to the minimum requirements for those degrees. We hope that conversations between and among campuses can help.

For the October 5 meeting:

- We ask that each campus develop a brief statement – not more than one page – that nominates one or more campus practices as strong, perhaps exemplary, in the context of the 22 enumerated items in Chancellor Reed's August 2, 2005 coded memorandum to presidents.
- We hope that each pair, senate chair and provost, will bring forward one statement (rather than one each).
- If statements are available before September 28th date, **please email them to Cindy Cordova at ccordova@calstate.edu**, and she will bring appropriate quantities to San Francisco.
- Items completed after September 28th date should be brought directly to our October 5 meeting. Fifty five copies will be about right.

We will seat campus pairs (chair, provost) at tables for ten for lunch. The lunch table's task will be to describe and discuss strong or exemplary practices for facilitating graduation, and there will be some time set for large group discussion based on table conversations. Our take-aways from the effort will be shared good ideas, and mutual reinforcement as we set to the task of facilitating graduation on campuses, and system wide.

Thank you, and we look forward to a productive session.