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MEMORANDUM

Code: AA-2008-34

Date: September 10, 2008

To: CSU Presidents

From: Allison G. Jones
Assistant Vice Chancellor

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Subject: 2009-2010 California State University Budget and Enrollment Management

The legislature's proposed 2008-2009 budget for the California State University (CSU) does not provide funding above CSU's FTES funded levels for 2007-08. It is anticipated that the funded FTES target for 2009-2010 will remain at 2007-08 and 2008-09 levels unless CSU's request to increase enrollment by 2.5% is funded. In response to this, the chancellor and presidents agreed at the August 27, 2008 Executive Council meeting to manage campus enrollments towards the funded FTES target of 342,893 FTES for 2009-2010 in order to align funded and actual enrollment.

The university seeks to provide maximum access to the excellent academic programs offered by the CSU's 23 campuses. Challenges brought on by California's current budget situation, however, necessitate that the university implements enrollment management measures designed to slow, if not stop continued growth. Access without resources that provide for timely graduation would be unwise and unfair to the over 450,000 students who are and will be enrolled in the CSU.

The Fall 2009 CSU admissions applications cycle will begin as planned on October 1, 2008. All prospective CSU freshmen are urged to complete their applications via www.csumentor.edu by November 30, 2008. At least six of the university's 23 campuses will close freshman admissions on November 30, 2008. These campuses are Fullerton, Long Beach, Pomona, San Diego, San Luis Obispo, and Sonoma. The remaining 17 CSU campuses will determine the number of freshman applications needed to meet their enrollment targets.

To achieve the goal of aligning funded and actual enrollments to meet the budget challenges facing the CSU, Chancellor Reed and the presidents agreed to implement immediately the following enrollment management action plan effective for the 2009-2010 application cycle that begins October 1, 2008:

First-Time Freshman Applicants

- All CSU campuses must cease accepting admission applications for fall 2009 from first-time freshmen no later than March 1, 2009. However, in the interest of enrollment

CSU Campuses

Bakersfield • Channel Islands • Chico • Dominguez Hills • East Bay • Fresno • Fullerton • Humboldt • Long Beach • Los Angeles • Maritime Academy • Monterey Bay
Northridge • Pomona • Sacramento • San Bernardino • San Diego • San Francisco • San José • San Luis Obispo • San Marcos • Sonoma • Stanislaus

management, campuses are encouraged to stop accepting applications for admission from first-time freshmen prior to March 1, 2009 on the date at which they receive a sufficient number of admission applications that will yield the number of students necessary to meet their enrollment target.

- First-time freshman applicants who do not meet CSU admission requirements may be admitted under the provisions of Title 5, Sections 40900 and 40901. However, campuses that choose to admit first-time freshman applicants who do not meet CSU admission requirements are required to submit a retention plan to the chancellor that describes the steps that will be implemented to ensure the successful persistence of these students through graduation. Campus retention plans will be audited.

Lower Division Transfer Applicants

The admission and enrollment of lower division transfer students are subject to the following policies:

- Fully-eligible lower division transfer applicants, i.e., eligible at high school graduation or high school deficiencies have been satisfied while enrolled at a community college or another university may be admitted.
- Lower division transfer applicants who do not meet CSU admission requirements may be admitted under the provisions of Title 5, Sections 40900 and 40901. However, campuses that choose to admit lower division transfer applicants who do not meet CSU admission requirements are required to submit a retention plan to the chancellor that describes the steps that will be implemented to ensure the successful persistence of these students through graduation. Campus retention plans will be audited.

Other Applicant Categories

Applicants from the following categories may be admitted and enrolled **IF** campuses need to admit students from these categories in order to meet their enrollment targets:

- Upper division transfer applicants who do not meet one of the following CSU admission requirements:
 - Complete 60 or more transferable semester (90 quarter) units with an overall grade point average of 2.0 or better in all transferable units attempted;
 - Be in good standing at the last college or university attended; and
 - Complete at least 30 semester (45 quarter) units of general education courses, with grades of C or better in each course in each of the following four courses:
 - One course in written communication,
 - One course in oral communication,
 - One course in critical thinking, and
 - One course in mathematics/quantitative reasoning.

- Upper division transfer applicants who do not meet CSU admission requirements may be admitted on an exception basis (ERS Code “S”). However, campuses that choose to admit upper division transfer applicants who do not meet CSU admission requirements are required to submit a retention plan to the chancellor that describes the steps that will be implemented to ensure the successful persistence of these students through graduation. Campus retention plans will be audited.
- Applicants seeking a second baccalaureate degree in any major area.
(Note: Second baccalaureate degree applicants in science, engineering, mathematics, and nursing may be admitted under any circumstance, i.e., even if the campus does not need to admit these applicants to meet its enrollment target.)
- Unclassified post-baccalaureate applicants.

Concerns have been voiced that the early closing of admissions may be a disincentive to students from underrepresented groups. Recent history does not substantiate that concern. In response to an initial draft of the 2008-2009 California state budget, CSU freshman applications for Fall 2008 were closed on March 1, 2008. Applications submitted by Native American, African American, and Latino prospective freshmen actually increased by 16% over Fall 2007, when applications were not closed until much later in the year.

These planned closings of freshman applications are being announced now so as to provide adequate notice to prospective students, their families, secondary schools, and agencies involved in helping students prepare for college. It is a goal of the CSU to provide access to as many students as resources permit. Timely application for admission is an important step towards the achievement of that goal.

The CSU will work proactively to inform all concerned of the March 1 closing of freshman applications. Included in the university’s communication efforts are all of the CSU and campus websites, the CSU counselor conferences at which we expect over 6,500 high school and community college counselors to attend, mass and individual e-mails to CSU prospects and secondary schools, and presentations at churches and other organizations, which help students prepare for college. The university seeks the assistance of its many partners in making sure there is broadly spread awareness of the importance of timely application for CSU admission.

Please feel free to contact either Dr. James Blackburn, Director of Enrollment Management Services, at jblackburn@calstate.edu, or me if you have any questions about the implementation of these enrollment management steps.

AGJ:jd

- c: Provosts/Vice Presidents for Academic Affairs
Vice Presidents for Student Affairs
Vice Provosts/Vice Presidents of Enrollment Management
Directors of Admissions and Records