CSU The California State University
OFFICE OF THE CHANCELLOR

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MEMORANDUM   Code: AA-2010-04

Date: February 12, 2010   **Response Requested by April 1, 2010**

To: Provosts/Vice Presidents, Academic Affairs

From: Christine Mallon,
                 State University Dean, Academic Programs and Policy

Subject: Annual Request for Proposed Updates to the Degree-Program Charts

This year the Chancellor's Office annual update of online application material has been organized into two separate processes—(1) recommendations for updates to the student application and (2) proposed updates to the degree-program charts (majors charts). On February 8th the office of Student Academic Support issued a request for recommended revisions to the online applications and instructions. This coded memo serves as the call for proposed revisions to the charts that list undergraduate and graduate degree programs and options. For your reference, the 2010-2011 charts are available online.

Undergraduate Programs

http://www.calstate.edu/app/programs/documents/majors-matrix-undergrad.pdf

Graduate Programs

http://www.calstate.edu/gradprograms/documents/majors-matrix-graduate.pdf

As you prepare your proposed changes, please keep the following in mind:

- **By April 1, 2010**, please submit to APP@calstate.edu a list of proposed changes to your campus entries.   You are encouraged to use the attached Excel form for reporting.

- **New requirement:** As a service to prospective students and in support of the CSU Graduation Initiative, this year we will initiate a color-coding system that will inform students of the degree programs and options that require more than 120 units for degree completion. The 2011-2012 majors charts will therefore highlight

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

in yellow every bachelor's degree program and "option" that requires more than 120 units for degree completion. All existing entries in the chart that are not confirmed as requiring only 120 units will be highlighted in yellow. You may indicate this for your campus by circling on a photocopied chart every degree and option that requires *only* 120 units. All other entries will be highlighted on the published chart. A footnote on the chart will explain the significance of programs being highlighted. As the charts are now in electronic form, revisions can be made as we receive confirmation throughout the year that programs have been reduced to 120 units.

This is the appropriate time to submit program modifications, including title changes, elevations of options to full degree programs, and degree designation changes (changing a existing BA to a BS listing, for example). Program modification procedures are explained online at: http://www.calstate.edu/app/program_modification.shtml.

Proposed options will be reviewed as indicated in Executive Order 602, and proposals for options that push degree requirements to more than 120 units will need to justify higher requirements. Please see Title 5 section 40508 "Bachelor's Degree: Total Units." For information on how to add options, please see: http://www.calstate.edu/app/documents/adding_concentrations.pdf

In addition to submitting a list of proposed changes, campuses are welcome to send marked-up majors charts, indicating changes desired. Charts may be sent via e-mail pdf (to APP@calstate.edu), fax (562-951-4982 attention Chris Mallon), or U.S. mail.

Submissions may be sent on or before April 1, 2010. Please contact me if you have any questions. I can be reached at (562) 951-4672 or at cmallon@calstate.edu.

Attachment

c: Dr. Jeri Echeverria, Executive Vice Chancellor and Chief Academic Officer
   Mr. Allison Jones, Assistant Vice Chancellor, Student Academic Support
   Dr. James Blackburn, Director of Enrollment Management Services
   Associate Provosts/Associate Vice Presidents, Academic Affairs
   Associate Vice Presidents, Student Affairs
   Deans of Graduate Studies