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October 26, 2010

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Code: AA-2010-25

**Deadline to respond:
February 11, 2011**

MEMORANDUM

TO: Provosts/Vice Presidents, Academic Affairs
FROM: Ephraim P. Smith 
Executive Vice Chancellor and Chief Academic Officer
SUBJECT: Degrees Database Survey

Academic Affairs is conducting an online survey to collect a list of all campus state-support degree programs and their associated options, concentrations, and special emphases. Campuses have identified the staff who will enter the data, and survey-system training has begun and will continue into November. The survey system will remain open for modifications through the close of business on **February 11, 2011**.

The information collected will include a count of the minimum units required to complete each degree program, including an option, concentration, or special emphasis if applicable. Additionally, campuses are invited to enter an optional set of reporting data related to undergraduate degrees. Data may be entered regarding double counting, total number of GE units required, and other information that may be of assistance as campuses consider ways to facilitate timely baccalaureate degree completion.

The mandatory information collected will be used to establish a consistent systemwide data source that will populate databases such as the Chancellor's Office Systemwide Administrative Reporting Code (COSAR), Academic Programs Database (APBD), Enrollment Reporting System Student (ERSS), Enrollment System Reporting Degree (ERSD), CSU Mentor, and the annual CSU application listing of degree programs. From the collected data, the Chancellor's Office will create a systemwide online searchable listing of all state-support degree programs, options, concentrations, and special emphases.

If there are questions, please contact Dr. Christine Mallon, State University Dean, Academic Programs and Policy at (562) 951-4672 or cmallon@calstate.edu. Please accept my thanks, in advance, for your campus support of this important project to create consistent academic programs information.

c: Associate Vice Presidents, Academic Programs
Associate Vice Presidents/Deans, Graduate Studies
Associate Vice Presidents/Deans, Undergraduate Studies
Chair, Academic Senate CSU
Directors of Institutional Research

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