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September 23, 2016

**MEMORANDUM**

**Coded Memo ASA-2016-22**

**Supersedes AA-2013-12**

TO: CSU Presidents

FROM: Christine Mallon, Ph.D.   
Assistant Vice Chancellor, Academic Programs and Faculty Development

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Assistant Vice Chancellor, Teacher Education and Public School Programs

SUBJECT: Clarifying Limits on Teacher Credentialing Programs and Related Baccalaureate Degree Programs

This policy supersedes Coded Memorandum AA-2013-12 and:

- Clarifies requirements and limits pertaining to professional teacher preparation programs;
- Clarifies the unit limits that apply to programs preparing for teacher credentialing and for bachelor's degree programs, including integrated teacher education programs;
- Explains the process for requesting a chancellor's exception to unit limits in degree programs, as provided for in Title 5 of the California Code of Regulations; and
- Removes the requirement for Chancellor's Office approval of campus modifications to existing degrees that remain within CSU policy, California Education Code and Title limits.

**Requirements and Limits for Professional Teacher Preparation Programs**

California Education Code s. 44259 (a) establishes that, "Except as provided in subparagraphs (A) and (C) of paragraph (3) of subdivision (b), each program of professional preparation for multiple or single subject teaching credentials shall not include more than two years of full-time study of professional preparation." That statute further specifies requirements for the preliminary multiple or single subject teaching credential, which includes:

A baccalaureate degree or higher degree from a regionally accredited institution of postsecondary education. Except as provided in subdivision (c) of Section 44227, the baccalaureate degree shall not be in professional education. The commission shall encourage accredited institutions to offer undergraduate minors in education and special education to students who intend to become teachers.

### **Undergraduate Degree Unit Limits**

#### *Bachelor of Arts Degrees and Bachelor of Science Degrees*

All bachelor of arts (BA) and bachelor of science (BS) degree programs are limited to requiring no more than 120 semester units, per Title 5 s. 40050 and 40051, respectively.

#### *Integrated Teacher Education Programs*

Title 5 s. 40521 limits undergraduate integrated teacher education programs to requiring no more than 135 semester units. Title 5 s. 40520 establishes the following definition:

The term “integrated teacher preparation program” means a curriculum

- (a) that incorporates general education, a major, subject-matter preparation for teaching in elementary and/or secondary schools, professional preparation for teaching in elementary and/or secondary schools, and any other graduation requirements, and
- (b) in which students make progress concurrently toward a baccalaureate degree and a recommendation for a preliminary basic teaching credential, given satisfactory completion of the requirements for each. The components of an integrated teacher preparation program (i.e., general education, a major, subject-matter preparation for teaching in elementary and/or secondary schools, professional preparation for teaching in elementary and/or secondary schools, and any other graduation requirements) need not be mutually exclusive. An individual course within an integrated teacher preparation program may contribute to completion of more than one of these components.

### **Requesting Chancellor’s Exceptions to Established Degree Unit Limits**

Title 5 allows the chancellor to grant exceptions to both the 120-unit limit on BA and BS degrees and to the 135-unit limit on integrated teacher preparation degree programs, on a case-by-case basis. Please send exception requests to [120units@calstate.edu](mailto:120units@calstate.edu).

Exception-request proposals will include:

- (1) Approval signatures of the president or provost, and the campus academic senate chair.
- (2) A detailed rationale for the degree requirements exceeding the Title 5 unit limit;

- (3) A curriculum matrix listing each required course and the source of each requirement (specifying how each course satisfies requirements imposed by general education area, campus-specific graduation, professional accreditation, credentialing or similar mandates);
- (4) and identification of each instance of double-counted requirements and a list of any general education and American Institutions courses not allowed to double count with other degree requirements.

**Modifications to Existing Degrees**

CSU self-support and state-support degree programs previously approved by the Chancellor's Office are not required to seek further review and approval for curricular changes that conform to applicable CSU policy and sections of the California Education Code Title 5 of the California Code of Regulations. Campus Academic Affairs Offices may propose exceptions to CSU policy or Title 5 regulations. Proposals may be submitted to [degrees@calstate.edu](mailto:degrees@calstate.edu). Exceptions to California Education Code will not be allowed.

Please direct curriculum policy-related questions to Dr. Christine Mallon at [cmallon@calstate.edu](mailto:cmallon@calstate.edu) or (562) 951-4672. For more information about teacher education preparation requirements, please contact Dr. Marquita Grenot-Scheyer at [mgrenot-scheyer@calstate.edu](mailto:mgrenot-scheyer@calstate.edu) or (562) 951-4747.

c: Dr. Timothy P. White, Chancellor  
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