

Offering Previously Approved State-Support Programs in Self-Support Mode

Policy

From EO 802 Section C (<http://www.calstate.edu/EO/EO-802.pdf>)

The Chancellor's Office shall be notified when previously approved, state-supported degree or credential programs are first offered in self-support mode through special sessions.

Procedure

Campuses shall notify Academic Program Planning in the Chancellor's Office prior to implementing self-support counterparts to previously approved state-support degree programs. Notification shall include the original program's implementation date (if known) and the planned implementation term for the self-support version. Curricular requirements for both programs shall be included in the notification, which shall also specify the self-support program's fulfillment of the requisite conditions stated in EO 802 (see below). New programs that meet the criteria requiring WASC Substantive Change approval must also be submitted for CSU substantive change approval (using the WASC proposal). WASC policies apply and can be found at: http://www.wascenior.org/wasc/Doc_Lib/2005SCManual.pdf

Please direct notifications and questions to Dr. Christine Hanson at (562) 951-4672 or app@calstate.edu

C. Requisite Conditions

1. For a group of courses or program to be offered under special sessions, both of the following criteria must be met:
 - a. State General Fund appropriations to support the program must be either unavailable or inappropriate. Examples of inappropriate use of State General Fund appropriations would include courses or programs delivered primarily out of state.

- b. The courses or program must be different from approved, state-supported programs operating on campus by one or more of the following:
 - i. The courses or program is designed primarily for career enrichment or retraining (Education Code Section 89708).
 - ii. The location of the courses or program offerings is significantly removed from permanent, state-supported campus facilities.
 - iii. The client group for the courses or program receives educational or other services at a cost beyond what could be reasonably provided under state support.

2. All special sessions must have the following characteristics:
 - a. Each must consist of a planned presentation of a degree, credential, or certificate program or a group of courses offered at a particular location or through a distinct technology. Courses may be presented concurrently or sequentially but in a defined time frame.
 - b. While a special session need not offer all or even a significant portion of a degree, credential, or certificate program, it must be planned to serve a substantive educational objective supportive of such programs; *e.g.*, an opportunity for a matriculated student to accelerate achievement toward an objective, or a significant portion of a degree program offered for military or business personnel.
 - c. Degree, credential, or certificate programs offered through special sessions must secure all regular campus and system approvals. Such programs may have a state-supported counterpart operating on campus, or they may operate only as self-supported programs through special sessions. The Chancellor's Office shall be notified when previously approved, state-supported degree or credential programs are first offered in self-support mode through special sessions.
 - d. Self-supporting degree, credential, or certificate programs offered under the provisions of this executive order shall be operated in accordance with all appropriate campus and system policies and procedures.

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- e. Campuses offering special sessions shall provide educational support services (e.g., admissions and records, advising, library, financial aid) appropriate to the nature and scope of the program.
- f. All instruction offered shall have been approved under procedures utilized for state-supported programs, and all academic policies governing special sessions shall be identical to or established under the same procedures as those governing state-supported programs.
- g. All students in special sessions degree programs and education credential programs must be matriculated. Non-matriculated students paying self-support fees may enroll in special sessions courses on a space-available basis. A maximum of 24 semester units (36 quarter units) in special sessions course credit taken as a non-matriculated student may be applied toward a degree (Title 5, California Code of Regulations, Section 40407.1).
- h. Location of instruction must be in accordance with pertinent system policies.
- i. Special sessions offerings must be consistent with all applicable policies of the Western Association of Schools and Colleges and other accrediting bodies under whose jurisdiction special sessions fall.
- j. Academic credit offered through special sessions shall be applicable toward residence credit requirements at the campus offering the special sessions.²
- k. Special sessions courses shall not be offered at times or places that are likely to supplant or limit offerings of the state-supported program (Education Code Section 89708).
- l. Faculty shall be compensated according to approved special sessions salary schedules.

Please see the entire EO 802 document at: <http://www.calstate.edu/EO/EO-802.pdf>

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