


THE CALIFORNIA STATE UNIVERSITY AND COLLEGES  
Office of the Chancellor  
5670 Wilshire Boulevard  
Los Angeles, California 90036

September 27, 1972

To: Presidents   
From: H. E. Brakebill  
Executive Vice Chancellor  
Subject: Executive Order No. 160, Enrollment Quotas  
and Determination of Priority

I am transmitting to you a copy of Executive Order No. 160 dealing with enrollment quotas and admission priority. This Executive Order outlines requirements for carrying out provisions of Title 5, Sections 40650 and 40651.

HEB:mb  
Enclosure

cc: Vice Presidents/Deans of Academic Planning  
Deans of Students  
Associate Deans, Admissions and Records  
Directors of Institutional Research  
Chancellor's Staff

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September 27, 1972

To: Presidents

From: W. B. Langsdorf *WBL*  
Vice Chancellor, Academic Affairs

R. G. Whitesel *W*  
State University Dean  
Institutional Research

Subject: Executive Order No. 160, Enrollment Quotas and  
Determination of Priority

Enclosed are two copies of Executive Order No. 160 dealing with enrollment quotas and admission priority. This Executive Order outlines requirements for carrying out provisions of Title 5, Sections 40650 and 40651. It supersedes Executive Order No. 135 and remains in effect until further notice.

The key problem in the accommodation of upper-division Community College transfers has shifted from general admission space in the system to accommodation in specific academic programs. The emphasis of review of campus enrollment quotas, as a consequence, will shift from the mandatory enrollment quota categories to the additional quota categories and the campus plan for determination of admission priorities in conjunction with the Common Admission Program.

It will no longer be necessary to submit quota proposals for prior review and approval. Only those submissions required in connection with the Common Admission Program need be provided. These will be requested separately. If at any time in the future your procedures for determining priority within quota categories are changed significantly, please advise this office so that we may respond intelligently to related questions.

WBL/RGW:gm

Enclosure

Copies to: Vice Presidents/Deans of Academic Planning  
Deans of Students  
Associate Deans, Admissions and Records  
Directors of Institutional Research  
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Enrollment Quotas and Determination of Priority  
Executive Order No. 160

Pursuant to Sections 40650 and 40651 of Title 5 of the California Administrative Code, the President of each campus of The California State University and Colleges is hereby directed to provide for the establishment of enrollment quotas and admission priority procedures at such campus, in accordance with the following. This Executive Order supersedes Executive Order No. 135.

1. Each campus shall establish enrollment quotas to be used in controlling admission to each semester or quarter. At a minimum, quota categories shall include lower-division, upper-division, graduate, the State funded Educational Opportunity Program and foreign students. Depending upon institutional circumstances, additional quota categories may be used to include class level or class level groupings, programs (i.e., credential, graduate-classified/unclassified) and residence status.
2. Quotas are subject to the following conditions:
  - a. Enrollment of new freshmen and lower-division transfers should be planned so that the lower-division does not fall below 25% of undergraduate enrollment (FTE).
  - b. General growth of graduate enrollment should not be achieved by placing limitations on general upper-division growth.
  - c. In general, enrollment of new foreign students in any year should not be increased.
  - d. Particular emphasis should be placed upon the allocation of resources at the upper-division level in order to facilitate the accommodation of California public Community College transfers in all programs.

When, in the opinion of the president, circumstances justify a deviation from any of these conditions, a written request should be forwarded for approval to the Vice Chancellor, Academic Affairs.


3. The institutional plan for determining admission priority within quota categories shall be filed with the Coordinator of Admissions Services and shall be updated to reflect any changes in procedures. All plans shall provide for the following:
  - a. First priority in any category shall be granted to veterans of the U. S. Armed Forces who have been honorably discharged or released from active duty under honorable conditions, who are residents of California and who are applying within four years of their discharge or release; provided their application is filed within the specified initial filing period.
  - b. In the case of transfer applicants from California Community Colleges, a determination shall be made in each case as to whether denial of admission would cause an interruption in education. Those applicants whose education would be interrupted are to be given priority, provided their applications are filed within the specified initial filing period.

Each campus plan shall include procedures for determining if a claimed hardship actually exists and is of significant magnitude to justify granting admission priority other than that provided for in "a" and "b" above. This plan and the established enrollment quotas must be structured to assure that favorable action can be taken in cases of true hardship.

The campus plan may involve provision for granting of priority on the basis of factors other than those noted above only insofar as they are consistent with the provisions of Title 5, concerning individual admission priorities.

4. Enrollment quotas shall be submitted from time to time as may be required for operation of the Common Admission Program.

Dated: September 27, 1972

  
Glenn S. Dumke, Chancellor