

THE CALIFORNIA STATE UNIVERSITY AND COLLEGES  
Office of the Chancellor  
400 Golden Shore  
Long Beach, California 90802  
(213) 590-5547

**Date:** January 15, 1980

**To:** Presidents

**From:** Harry Harmon *Harry Harmon*  
Executive Vice Chancellor

**Subject:** Supplementary Screening Criteria - Impacted Programs  
and Impacted Campuses (Undergraduate) - Executive  
Order No. 319

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I am transmitting five (5) copies of Executive Order No. 319. This Executive Order establishes policy for the development and use of supplementary screening criteria for admission to campuses and undergraduate programs which have been designated by the Chancellor as impacted.

Policy regarding the designation of impacted programs and the establishment of supplementary admission criteria and procedures has been the subject of two executive orders. Executive Order No. 182 was issued in 1973 to address system-wide impacted programs. In 1977, Executive Order No. 273 ended the use of random selection and established policy for locally impacted programs and campuses.

The attached Executive Order combines the substance of the two previous orders and eliminates the few remaining distinctions between the policies for systemwide and locally impacted programs. It also continues the ban on use of random selection. You will note that, with the exception of the opening sentence of 4a which has been altered to allow campuses to continue use of criteria established for screening applicants for systemwide

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**Distribution:** Vice Presidents, Academic Affairs  
Vice Presidents, Administrative Affairs  
Deans of Students  
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impacted programs, the text of the new Executive Order is almost identical to Executive Order No. 273. This action resolves several problems identified by the Trustees Internal Audit Staff in Report No. 78-23, Admissions and Records.

Please note in particular the following concerning the implementation of this admissions provision:

1. It is anticipated that this Executive Order will require little or no modification of existing supplementary screening criteria and processes for most campuses and programs. Supplementary criteria that have been approved previously and for which no substantive changes are proposed need not be resubmitted.
2. Establishment of supplementary screening criteria does not replace use of priorities and quotas.
3. It is important that proposed criteria and the manner in which they are implemented maintain and advance efforts to provide for disadvantaged applicants.
4. Efforts should be made to keep procedures operationally simple. This will simplify the task of achieving public understanding.

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Enclosures

THE CALIFORNIA STATE UNIVERSITY AND COLLEGES  
Office of the Chancellor  
400 Golden Shore  
Long Beach, California 90802

Executive Order No.: 319

Title: Supplementary Screening Criteria — Impacted Programs and Impacted Campuses (Undergraduate)

Effective Date: July 1, 1980

Supersedes: Executive Order Nos. 182 and 273

This Executive Order is issued pursuant to Sections 40650 and 40651 of Title 5 of the *California Administrative Code* and Sections 1 and 2 of Chapter III of the Standing Orders of the Board of Trustees.

Each year the Chancellor's Office will ask the campuses to identify those campuses and programs expected to be impacted the following year. Impaction exists when more qualified applicants are expected to apply during the first month of any filing period than can be accommodated. Administrators of specific programs or campuses expecting to be impacted are required to supply historical data to justify the request that the program or campus be identified as impacted.

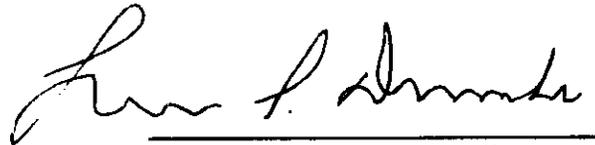
Effective with admission to terms beginning fall 1981 and thereafter, campuses or undergraduate programs that have been designated by the Chancellor as impacted shall implement a plan for the supplemental screening of undergraduate applicants. Each plan must be approved by the Chancellor before implementation and shall meet the following minimum standards:

1. The statutory and systemwide enrollment planning policies established by Education Code Section 66202 (formerly 22522) and Sections 40650 and 40651 of Title 5 of the *California Administrative Code* shall be reflected in the campus plan.
2. The campus plan shall establish enrollment quotas for each enrollment category (impacted program) for which supplementary criteria will be used. Pursuant to Section 40650 of Title 5 of the *California Administrative Code*, the following enrollment categories may be established: academic area, class level, program, and student resident status.
3. Within any enrollment category, recent California veterans shall be given first priority in the allocation of available spaces. A recent California veteran is an individual (i) who qualifies as a resident for tuition purposes, and (ii) who has been honorably discharged or released from active duty under honorable conditions within four years of his or her application for admission.
4. After providing for recent California veterans who meet regular campus admission requirements, the balance of each enrollment quota shall be filled as follows:
  - a. Enrollment categories limited to first-time freshmen and transfers with fewer than 12 semester units of transferable credit shall be filled by applicants with the highest eligibility indices or by applicants who demonstrate the greatest potential for success as measured by supplementary criteria established by campuses and set forth in the campus plan. Eligibility indices shall be computed on the basis of self-reported grade point average (subject to verification from official transcripts) for all work (exclusive of Physical Education and Military Science) completed after grade 9 and the total score on the SAT or the composite ACT score.

**Executive Order No. 319**

- b. Enrollment categories limited to transfers with 12 or more semester units of transferable credit shall be filled on the basis of supplementary criteria established by the campuses as set forth in the approved campus plans.
- 5. The campus plan shall, when appropriate, make provision for enrollment in special compensatory programs for disadvantaged students.
- 6. The criteria to be utilized by the campus in implementing part 4 of this Executive Order may include, but need not be limited to the following: completion of or performance in specified prerequisite courses, demonstrated aptitude, and overall grade point average.

Every campus required by this Executive Order to implement a plan for the supplemental screening of undergraduate applicants shall submit the proposed plan to the Coordinator of Admission Services at least three months prior to the beginning of the application filing period during which the plan is to become effective.



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Glenn S. Dumke, Chancellor

Date: January 15, 1980