

Sylvia A. Alva, Ph.D.

Executive Vice Chancellor

CSU Office of the Chancellor

401 Golden Shore, Long Beach, CA 90802


www.calstate.edu

October 6, 2022

MEMORANDUM

TO: CSU Presidents

**For Provosts' Response by
January 6, 2023**

FROM:  Sylvia A. Alva, Ph.D.
Executive Vice Chancellor

SUBJECT: Request for Trustee Reports: Campus Academic Plans and Accreditation Updates

This memorandum serves as the formal annual request for academic planning reports that will inform the March 21-22, 2023 California State University Board of Trustees agenda item on academic planning.

By January 6, 2023, campuses are asked to submit their materials to the Department of Academic Programs, Innovations and Faculty Development via the [Academic Master Plan submission form](#). Files should only be Microsoft Word versions (not PDF documents or Excel documents) of updated reports on the following items:

1. Cover memo summarizing the Campus Academic Plans and Accreditation Updates;
2. Academic Master Plan
 - a. Updates to the Ten-Year Overview of Planned Programs;
 - b. Updates to the Campus Academic Plan;
 - c. Lists of suspended and discontinued programs;
3. Summary of WASC Senior College and University Commission (WSCUC) accreditation visits (results and recommendations); and
4. List of accredited academic units or programs.

Your cooperation in meeting the deadline is most appreciated. Report submissions submitted before the deadline are welcomed. Instructions for preparing this year's report are provided in this memorandum and its [attachments](#).

CSU Campuses
Bakersfield
Channel Islands
Chico
Dominguez Hills
East Bay

Fresno
Fullerton
Humboldt
Long Beach
Los Angeles
Maritime Academy

Monterey Bay
Northridge
Pomona
Sacramento
San Bernardino
San Diego

San Francisco
San José
San Luis Obispo
San Marcos
Sonoma
Stanislaus

1. Proposed Updates to the Academic Master Plan

By **January 6, 2023**, submit updates of the campus Ten-Year Overview of Planned Programs and Campus Academic Plan, covering the years 2023-24 through 2032-33, using the [Academic Master Plan submission form](#). Copies of each campus's documents will be provided under separate cover to Academic Affairs.

Ten-Year Overview of Planned Programs:

New Projected Degree Programs

When campuses seek authorization to develop a new degree program, they must first project the program on the Ten-Year Overview of Planned Programs by submitting a [Projected Degree Proposal Template](#), showing that the program meets trustee and system policy and California Education Code requirements. In addition to submitting the form, campuses must add the projected degree title to the Ten-Year Overview of Planned Programs. More information on new program development can be found at the [Academic Programs/Program Development](#) website. Please see [Attachment B](#), paragraphs A and B, for more information on updating the Ten-Year Overview of Planned Programs.

Campus Academic Plan

For existing and projected degree programs, including those projected degrees that were approved last year by the Board of Trustees, please use track changes to denote updates. Add any recently approved degrees, elevated degrees and pilot degrees on the Campus Academic Plan. Properly notate pilot degrees and suspended degrees following the guidelines in [Attachment B](#), paragraphs D and F. Remove and list separately discontinued degree programs (Attachment B, paragraph E). Additional information on updating can be found in Attachment B, paragraph F.

2. Summary of WSCUC Accreditation Visits

If, since the last AMP submission, a WSCUC team visited the campus as part of the accreditation process, include a brief summary of the major results and recommendations emerging from the visit. When preparing the summary, please refer to your university as an institution, rather than using pronouns such as “we” or “our,” etc. For example, “The institution was commended for ...” or “The visiting team reviewed the CSU XXX campus and found ...” Please provide a *very brief* summary highlighting only the essential findings and recommendations. The summary should be approved by the campus president.

If the campus has not already done so, also include a copy of the self-study, the complete report of the visiting team and the letter from WSCUC affirming or reaffirming accreditation.

3. Updated List of Accredited Academic Units and Programs

Review your campus list of accredited schools, colleges and degree programs. Verify and update as necessary the date that accreditation was first granted, as well as the period of current accreditation. Specify degree designations (e.g., BA, BS) as well as title (e.g., business administration).

Questions?

If there are questions about the reports requested, please send them to: app@calstate.edu. Please refer to [Attachment A](#) for an overview of Trustee and System Academic Planning Policies. Specific instructions for completing the requested updates can be found in [Attachment B](#). Related policies are available online at the [Academic Policies](#) page. Thank you, in advance, for your assistance in providing these updated materials for the March 21-22, 2023 BOT meeting.

SAA/bf

[Attachments](#)

- c: Dr. Jolene Koester, Interim Chancellor
- Dr. Alison Wrynn, Associate Vice Chancellor, Academic Programs, Innovations and Faculty Development
- Mr. Leo Van Cleve, Assistant Vice Chancellor, Professional and International Education
- Dr. Brent Foster, Assistant Vice Chancellor and State University Dean, Academic Programs
- Dr. Caron Inouye, Associate Dean, Academic Programs, Curriculum and Assessment
- Chair Beth Steffel, Academic Senate CSU
- Mr. Krishan Malhotra, President, California State Student Association
- Chairs, Campus Academic Senates
- Provosts and Vice Presidents, Academic Affairs
- Vice Presidents of Student Affairs
- Associate Vice Presidents, Academic Programs
- Associate Vice Presidents/Deans, Graduate Studies
- Associate Vice Presidents/Deans, Undergraduate Studies