

Adopted: January 30, 1990

**ACADEMIC SENATE  
OF  
CALIFORNIA POLYTECHNIC STATE UNIVERSITY  
San Luis Obispo, California**

Background Statement: During the curriculum review for the 1990-92 catalog, the Academic Senate Curriculum Committee was asked to consider the renumbering of several courses from lower to upper division as well as proposals for new courses at the upper division level. The committee found little guidance in the catalog or in CAM as to the distinguishing features of an upper division course. The current 1988-90 catalog on page 390 shows the following:

- |         |   |
|---------|---|
| 300-399 | Courses primarily for advanced undergraduate students, generally bearing no graduate degree credit. |
| 400-499 | Courses for advanced undergraduates and graduate students.  |

In attempting to evaluate course proposals, the Curriculum Committee thought it desirable to have some objective standard for upper division status. This would help not only the Curriculum Committee but also individual departments and schools in the design of courses and course descriptions. In addition, some objective standards in the form of prerequisites to upper division courses could help students in their preparation for more advanced study.

**AS-330-90/CC**

**RESOLUTION ON  
PREREQUISITES FOR UPPER DIVISION COURSES**

- WHEREAS, Neither the university catalog nor the Campus Administrative Manual have objective standards for the designation of a course as upper division; and
- WHEREAS, Enrollment in an upper division course presumes that undergraduates are advanced in their studies, that is, that they have demonstrated proficiency in preparatory lower division courses or possess the maturity of previous university experience; and
- WHEREAS, The skills needed for enrollment in upper division courses may be quite variable; and
- WHEREAS, A department and school should have the maximum flexibility in the design of their courses and curricula; therefore be it
- RESOLVED: That all upper division courses have a stated prerequisite and that a prerequisite may be one of units accumulated (sophomore, junior, senior level), preparation in related coursework or support courses, or General Education and Breadth preparation; and be it further
- RESOLVED: That these directions for prerequisites to upper division courses be placed into the appropriate 400 section of the Campus Administrative Manual.

Proposed By:  
Academic Senate Curriculum  
Committee  
Date: November 2, 1989

State of California

**Memorandum**

**RECEIVED**

**MAY 8 1990**

**CAL POLY**  
SAN LUIS OBISPO  
CA 93407

To : James Murphy, Chair  
Academic Senate

**Academic Senate**

Date : May 4, 1990

File No.:

Copies : Philip Bailey  
William Rife  
Hazel Scott  
Ricardo Echeverria

From : Warren J. Baker  
President

Subject: RESOLUTION ON PREREQUISITES FOR UPPER  
DIVISION COURSES (AS 330-90/CC)

I am hereby approving Academic Senate Resolution 330-90/CC, concerning prerequisites for upper division courses.

In approving this resolution, I want to express my sensitivity to the Associated Students, Inc. Resolution #90-06 which opposes class standing as a course prerequisite. The students are concerned that such prerequisites could unnecessarily interfere with their ability to register for classes, and with our impaction in some areas of the University I can understand their concern. As a result, if this policy is implemented, I ask that the validity of prerequisites currently in effect and those proposed under this new policy, be evaluated and scrutinized carefully by the faculty, administration, and Academic Senate in preparing the 1992-94 Catalog copy. It is of crucial importance that all prerequisites have a clear and logical purpose and none be assigned on an arbitrary basis.

I appreciate and support the Academic Senate's efforts to further strengthen our curricula by offering guidelines and policies for course prerequisites. I will initiate the process for including the requirements of this resolution in the appropriate section of the Campus Administrative Manual. I will also inform the Academic Affairs staff of these requirements and of my request for evaluation of prerequisites for the 1992-94 Catalog.

Again, thank you for your fine work on this matter.

Associated Students, Inc.  
California Polytechnic State University  
San Luis Obispo

Resolution #90-06  
Student Response to the 300-400 Level Prerequisite

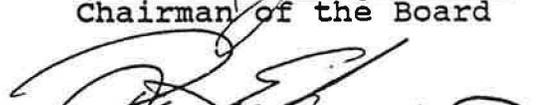
- Whereas: The governing body of Associated Students, Inc. is the Board of Directors, and they have the power to represent the students of their respective schools.
- Whereas: The Academic Senate has passed a resolution that may restrict registration into 300-400 level courses to those who have reached the required class level, or course prerequisites.
- Whereas: Cal Poly is already impacted as an undergraduate institution, limited registration in 300-400 level courses, by class level will cause further impacting at each class division.
- Resolved: That class standing not be a factor in determining what level of class a student can register for, but rather the emphasis be placed on specific prerequisites or consent of the instructor.

CERTIFIED as true and correct copy, in witness whereof, I have set my hand and the Seal of the Associated Students, INC. this seventh day of March, 1990.

ADOPTED at the regular meeting of the Board of Directors. by Unanimous vote on Wednesday March 7, 1990.

  
Secretary, Board of Directors

  
Chairman of the Board

  
A.S.I. President

Sponsored by: John Butler  
Director, School of Business

Revised 3/1/90

AS-330-90/CC