Adopted: April 17, 2001

ACADEMIC SENATE
Of
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, CA

AS-563-01/IC
RESOLUTION ON
PUBLICATION OF CHANGE OF MAJOR CRITERIA

WHEREAS, Historically, 27% of the student body changes its major one or more times; and

WHEREAS, Cal Poly has a competitive admissions process wherein many majors are impacted with limited space to accommodate transfer students; and

WHEREAS, Not all colleges publish their change of major criteria, making it difficult for students to determine their ability to change their major; and

WHEREAS, Cal Poly should have an open environment on ALL student policies; therefore, be it

RESOLVED: That each college will publish on its website (or in readily available printed form) the minimum criteria that must be met for Cal Poly students to transfer into each of its majors, as well as the acceptance rates for at least the past two years; and be it further

RESOLVED: That all six colleges will have the change of major criteria published on their websites (or in printed form) no later than the end of Summer 2001.

Proposed by: Academic Senate Instruction Committee
Date: March 26, 2001

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ACADEMIC SENATE

CAL POLY

SAN LUIS OBISPO
CA 93407

State of California
Memorandum

To: Unny Menon
Chair, Academic Senate

Date: August 27, 2001

From: Warren J. H
President

Copies: Paul Zingg
David Conn

Subject: Response to Senate Resolutions:
AS-550-00/CC-Graduate Writing Requirement
AS-553-0l/IC-Choice of Catalog Requests Older Than 10 Years
AS-562-01/IC-Update the Campus Administrative Manual Senior Project Section
AS-563-0l/IC-Publication of Change of Major Criteria
AS-569-01/IC-Incomplete "I" Agreements

I hereby acknowledge receipt of, and approve, the above-referenced Academic Senate Resolutions, and commend the Curriculum Committee, the Instruction Committee and the Academic Senate for addressing a number of issues relating to students' progress-to-degree.

AS-550-00/CC will increase the options available for students to meet the Graduation Writing Requirement (GWR) and also draws attention to the importance of effective advising in encouraging students to take the GWR early in their junior year.

AS-553-0l/IC defines the criteria for determining whether a student should be allowed to complete hislher degree on a catalog older than ten years.

AS-562-0l/IC provides for a clarification of the definition, expected outcomes, and requirements for senior projects, giving flexibility to individual departments, and will hopefully, lead to a higher completion rate for these projects. Cal Poly is undertaking a comprehensive review of its administrative policies that will result in a new collection of "Campus Administrative Policies" (CAP), published on the Web and in hard copy format. CAP will take the place ofthe pre-existing Campus Administrative Manual (CAM). CAM Section 412.2 dealing with Senior Projects has not yet been revised. Suggested changes to this section should be forwarded to the President's Office to be incorporated in the Campus Administrative Policies.

AS-563-01/IC takes an initial step toward addressing the problems associated with change-of-major, in requiring each college to publish applicable criteria as well as past acceptance rates.

Finally, AS-569-0 lIIC recommends the use of an "I" Agreement form as a means of making the process of converting an "I" grade to a letter grade less confusing for both students and instructors.

In closing, please extend my appreciation to the full Senate for dealing with these very important student and academic issues.