Meeting of the Academic Senate Executive Committee
Tuesday, April 23, 2019
01-409, 3:10 to 5:00pm

I. Minutes: Approval of April 2, 2019 minutes (pp. 2-3).

II. Communication(s) and Announcement(s):

III. Reports:
A. Academic Senate Chair:
B. President’s Office:
C. Provost:
D. Statewide Senate:
E. CFA:
F. ASI:

IV. Business Item(s):
A. Appointments to Academic Senate Committees for the 2019-2021 term: (pp. 4-5)
B. Appointments to University Committees for the 2019-2020 academic year: (pp. 6-7)
C. Resolution on the Campus Chick-Fil-A: Thomas Gutierrez, Academic Senate Vice Chair: (p. 8)
D. [Time Certain 3:40 pm] Resolution on Title IX Training: Nicole Jacobs, Women’s and Gender Studies: (p. 9)
E. Resolution Requiring a Representative from the Budget and Long-Range Planning Committee to Always Have Representation on the President’s Advisory Council for Planning, Process and Budget: Sean Hurley, Budget and Long-Range Planning Committee: (p. 10)
F. Resolution on Graduate Blended Program Policies: Brian Self, Academic Senate Curriculum Committee: (pp. 11-16)

V. Discussion Item(s):
A. Statewide Senate GE Task Force: Dustin Stegner, Academic Senate Chair
B. Campus Advisory Council Membership: Dustin Stegner, Academic Senate Chair (pp. 17-18)

VI. Adjournment:
Meeting of the Academic Senate Executive Committee
Tuesday, April 2, 2019
01-409, 3:10 to 5:00pm

I. Minutes: M/S/P to approve the February 26, 2019 Academic Senate Executive Committee minutes.

II. Communication(s) and Announcement(s): none.

III. Reports:
A. Academic Senate Chair: none.
B. President’s Office: Jessica Darin, Chief of Staff, reported that a workgroup would be meeting to discuss changes to Title IX policies and procedures and how they will be implemented at Cal Poly. She also announced that the CPX survey will be available April 9th and encouraged faculty, staff, and students to take it.
C. Provost: Kathleen Enz Finken, Provost, reported that the new transition to the new Provost is going well and her last day on campus will be June 30th.
D. Statewide Senate: Gary Laver, Statewide Senator, reported on several resolutions facing the Statewide Senate dealing with a variety of topics, including intellectual property rights and the statewide GE taskforce report.
E. CFA: none.
F. ASI: Jasmin Fashami, ASI President, announced that the Grant family donated $50,000 towards ASI’s voter registration efforts. Mark Borges, ASI Board of Directors Chair, announced that the Board of Directors will be looking at several resolutions during spring quarter and that ASI has generated more club funding.

IV. Business Item(s):
A. Appointments to Academic Senate Committees for the 2019-2021 term. M/S/P to approve the following appointments to Academic Senate Committees for the 2019-2020 term:
   - College of Agriculture, Food, and Environmental Sciences
     - Eivis Qenani, Agribusiness
     - Keri Schwab, Experience Industry Management
   - College of Architecture and Environmental Design
     - Jonathan Riech, Architecture
   - Orfalea College of Business
     - Carlos Flores, Economics
   - College of Engineering
     - Hasmik Ghariibyan, Computer Science
     - Damian Kachlakve, Civil and Env. Engineering
     - Hugh Smith, Computer Science
     - Lubomir Stranchev, Computer Science
   - College of Liberal Arts
     - Brian Kennelly, World Languages and Culture
     - David Zoller, Philosophy
   - College of Science and Math
     - Kris Jankovitz, Kinesiology and Public Health
     - Corinne Lehr, Chemistry and Biochemistry
     - John Walker, Statistics
   - Professional Consultative Services
     - Sarah Lester, Library
     - Louise Torgerson, Mustang Success Center
     - Zach Vowell, Library
   - Faculty Affairs Committee
   - Research, Scholarship, and Creative Activities Committee
   - Sustainability Committee
   - Distinguished Scholarship Awards Committee
   - Distinguished Teaching Awards Committee
   - Fairness Board
   - Instruction Committee
   - Curriculum Committee
   - Grants Review Committee
   - Curriculum Committee
   - Instruction Committee

B. Appointments to University Committees for the 2019-2020 academic year. M/S/P to approve the following appointments to University Committees:
   - Athletics Advisory Board
     - Bill Hendricks, Experience Industry Management
   - Campus Planning Committee
     - Greg Wynn, Architecture
   - Campus Dining Advisory Committee
     - Bing Anderson, Finance
   - Beverly Bass, Landscape Architecture
   - Campus Safety and Risk Management Committee
C. **Appointments of Academic Senate Committee Chairs for 2019-2020.** M/S/P to appoint the following Academic Senate committee chairs:

- **Budget and Long-Range Planning Committee:** David Maber, Accounting and Law
- **Curriculum Committee:** Brian Self, Mechanical Engineering
- **Distinguished Scholarship Awards Committee:** Lars Tomenak, Biological Sciences
- **Distinguished Teaching Awards Committee:** Brian Kennelly, World Languages and Cultures
- **Faculty Affairs Committee:** Ken Brown, Philosophy
- **Fairness Board:** Anika Leithner, Political Science
- **Grants Review Committee:** Javier de la Fuente, Industrial Technology and Packaging
- **Research, Scholarship, and Creative Activities Committee:** Keri Schwab, Experience Industry Management
- **Sustainability Committee:** David Braun, Electrical Engineering

D. **Approval of Assigned Time for the Academic Senate Officers and Committee Chairs for 2019-2020 Academic Year.** M/S/P to approve assigned time for the Academic Senate Officers and Committee Chairs for the 2019-2020 academic year.

E. **Appointment of Federico Casassa, Wine and Viticulture and Ben Hoover, Horticulture and Crop Science to the Academic Senate CAFES caucus for spring quarter 2019 only (substitutes for Chris Surfleet and Greg Schwartz).** M/S/P to appoint Federico Casassa, Wine and Viticulture, and Ben Hoover, Horticulture and Crop Science, to the Academic Senate CAFES caucus for spring quarter 2019 only.

F. **Appointment of Bruno de Silva, Computer Science and Software Engineering, to the AcademicSenate CENG caucus for spring quarter 2019 only.** M/S/P to appoint Bruno de Silva, Computer Science and Software Engineering, to the Academic Senate CENG caucus for spring quarter 2019 only.

G. **Appointment of Greg Starzyk, Construction Management and Adrienne Greve, City and Regional Planning, to the Academic Senate CAED caucus for 2019-2020 academic year.** M/S/P to appoint Greg Starzyk, Construction Management, and Adrienne Greve, City and Regional Planning, to the Academic Senate CAED caucus for the 2019-2020 academic year.

H. **Appointment of CLA representative to the e-Learning Task Force.** M/S/P to appoint Bethany Conway-Silva, Communication Studies, as the CLA representative to the e-Learning Task Force.

I. **Resolution on Template for General Education 2020.** Gary Laver, General Education Governance Board Chair, presented an updated GE template that follows EO 1100-Revised. M/S/P to agendize the Resolution on Template for General Education 2020.

J. **Review and Consider “University Faculty Personnel Policies Chapter 8: Evaluation of Teaching and Professional Services Subchapter 8.4: Student Evaluation of Instruction” to Appear as Consent Agenda Item.** Ken Brown, Faculty Affairs Committee Chair, presented a document that organizes three preexisting policies for departments to use when revising their UFPP documents and asked that it be considered for the consent agenda. M/S/P to approve “University Faculty Personnel Policies Chapter 8: Evaluation of Teaching and Professional Services Subchapter 8.4 Student Evaluation of Instruction” to appear as a Consent Agenda item.

V. **Discussion Item(s):** none.

VI. **Adjournment:** 5:05 PM

Submitted by, 

**Katie Terou**

Katie Terou
Academic Senate Student Assistant
Statements of Interest Received for
2019-2021 Academic Senate Committee Vacancies by College
(All appointments are for 2-years unless noted below)

**College of Agriculture, Food and Environmental Sciences**
Budget and Long-Range Planning Committee
Distinguished Scholarship Awards Committee
Distinguished Teaching Awards Committee (2019-2020)
GE Governance Board (2019-2022)
Instruction Committee (2019-2020)
Sustainability Committee

**College of Architecture and Environmental Design**
Curriculum Committee
Distinguished Scholarship Awards Committee
Faculty Affairs Committee
Grants Review Committee
  Ike Kang, Animal Science (4 years at Cal Poly) Tenure Track
  I am interested in serving as a member of grants review committee. As one of active research scientists in CAFEs, I would like to provide my knowledge and experience in selecting right and potential research projects to fund.

Instruction Committee

**Orfalea College of Business**
Distinguished Teaching Awards Committee
Fairness Board
GE Governance Board (2019-2020)
Sustainability Committee (2019-2020)

**College of Engineering**
Budget and Long-Range Planning Committee

Curriculum Committee
GE Governance Board (2019-2022)
Grants Review Committee

**College of Liberal Arts**
Distinguished Scholarship Award
  ***Ronald C. Den Otter, Political Science (14 years at Cal Poly) Tenured
  I want to serve on this committee because I’m curious how the selection process works and want to see what kind of high-quality scholarship exists on this campus.

Grants Review Committee
  Jane Lehr, Ethnic Studies/Women’s and Gender Studies (12 years at Cal Poly) Tenured
  Since 2013, I have worked to increase access to inclusive and equitable undergraduate research experiences on this campus (primarily via my position as LSAMP Director and CSU STEM VISTA AmeriCorps supervisor). I am also active with multiple NSF grants as a PI or Co-PI (primarily utilizing social sciences methodologies in the research components). I also regularly serve as a mentor for tenure-track faculty in grant development and submission, and was the campus nominee to be trained at the CSU level in how to do this more effectively in Winter/Spring 2018. I serve as a panelist for the NSF where I am asked to review proposals utilizing quantitative and qualitative methodologies. While not a humanities scholar, I have knowledge related to and experiences working with students and faculty utilizing a wide variety of disciplinary approaches, including those in humanities areas (which is important for the CLA representative). I am eager to support efforts to continue to grow on- and off-campus supports for research at Cal Poly, particularly those programs that integrate undergraduate students as active doers and knowers.

Instruction Committee (2019-2021)
**College of Science and Math**
Distinguished Teaching Awards Committee

**Bob Clark, Kinesiology and Public Health (20 years at Cal Poly) Tenured**

I am a former recipient of the DTA. I consider teaching the most important part of my professional duties at Cal Poly. I constantly strive to find new ways to improve my teaching.

Faculty Affairs Committee
GE Governance Board (2019-2022)

**Professional Consultative Services**
Budget and Long-Range Planning Committee
Distinguished Scholarship Awards Committee
Distinguished Teaching Awards Committee
GE Governance Board (2019-2022)
Research, Scholarship and Creative Activities Committee (2019-2020)
Sustainability Committee
Statements of Interest Received for 2019-2021 University Committee Vacancies
(All appointments are for 1-year unless noted below)


Damian Kachlakev, Civil and Environmental Engineering (20 years at Cal Poly) Tenured
Lately I have been involved in the governance of an innovation and excellence center in Europe, uniting the efforts of many industries, i.e., artificial intelligence, IT, design and construction, etc. Currently I am chairing a group called "Digitalization and innovations in the structural design and construction", which unites many different entities from the construction business. The center is directly related to the education and establishes the important connections between business and academic institutions.

ATHLETICS ADVISORY BOARD – 1 vacancy: (2019-2022)

Adam Bordeman, Accounting (4 years at Cal Poly) Tenure Track
I am expressing my interest in serving on the Athletics Advisory Board. As an assistant professor of accounting on OCOB, I believe I can contribute to the shared goal of a robust and sustainable athletics program. With my background I am versed in financial planning, with a long term focus. I have also worked within my own area on developing strategy alongside stakeholders both internal and external. Further, I value the goal of equal opportunity for all our athletes. Finally, I am committed to the academic excellence of our students. They represent Cal Poly as both students and athletes. Their athletic endeavors require significant commitment and sacrifice and the advisory board can help maintain policies and procedures to ensure they do not fall behind academically. I look forward to the opportunity to help these members of our community achieve success both on and off the field of play.

CAMPUS PARKING AND TRANSPORTATION ADVISORY COMMITTEE – 1 vacancy: (2019-2021)

CONFLICT OF INTEREST RESEARCH COMMITTEE – 1 vacancy: yearly confirmation

Richard Volpe, Agribusiness


FACULTY ADVISORY COMMITTEE ON LIBRARY – 1 vacancy: (2019-2021)

John Sharpe, Physics (22 years at Cal Poly) Tenured
I would like to serve on this committee because I am interested in helping the faculty and students take advantage of the resources the library provides.

Questions I would like to address:
1) What now is the role of the library in research given that a huge quantity of high-quality information is freely available on the web? As an example, when our library stopped taking the latest APS journals a few years back I thought there would be an outcry from the Physics Dept. But there wasn’t a peep and my department’s research has never been more vigorous. Clearly, needed materials are available at external author’s websites and at sites like arXive. Yet the library still does subscribe to journals. Which ones are chosen? And why?
2) Is there a role for the library to play in my student’s careers, apart from providing study space? I used to be able to get students to go to the library and look at books related to what we were studying. That does not happen anymore. Again, the web has taken up a lot of that role and I think the students are missing out on formal presentations of material in favor of informational snippets. I do it myself.
3) Since the library does have resources in terms of expertise, staffing, and space, how best can these resources be deployed?

4) As I search our library catalog for books, I am dismayed by how many texts are not held here, but instead at other CSU libraries. Of course, one can get the book through ILL but that is slow and the book needs to be returned quite quickly. Is there any way of accessing digital versions – even scanned versions?


Ashley McDonald, Chemistry (8 years at Cal Poly) Tenured
I understand that in November the academic senate passed a resolution to expand GWR courses across the curriculum. I believe this is a needed and necessary change to help students fulfill the GWR. I teach a writing intensive class in the Department of Chemistry and Biochemistry, and I know there are other courses in many colleges which could also meet the GWR. I have also participated in writing programming on campus; last fall I gave a presentation in a writing workshop sponsored by the CTLT about Calibrated Peer Review.

STUDENT HEALTH ADVISORY COMMITTEE – 1 vacancy: (2019-2020)

SUBSTANCE USE AND ABUSE ADVISORY COMMITTEE – 1 vacancy: (2019-2021)

Candace Winestead, Biological Sciences (13 years at Cal Poly) Tenured
I do program evaluation and grant writing for the syringe exchange and overdose prevention program in SLO. My students perform research projects on site, and we present our results at local, national and international conferences, such as the Harm Reduction Coalition meeting, the Society for Applied Anthropology meetings (most recently) I am a member of the Opioid Safety Coalition, and a County Health Commissioner. I am a harm reduction advocate, and I can provide local community context to the opioid overdose crisis and it's impacts.

STUDENT HEALTH ADVISORY COMMITTEE – 1 vacancy: (2019-2020)
WHEREAS, Chick-Fil-A and its Foundation have a history of donations to anti-LGBTQ organizations; and

WHEREAS, These donations represent direct evidence of a worldview highly inconsistent with our values of diversity and inclusivity at Cal Poly; and

WHEREAS, The presence of Chick-Fil-A on campus negatively impacts campus climate for many students, faculty, and staff; and therefore be it

RESOLVED: That the Academic Senate urges Cal Poly and Cal Poly Corporation to sever ties with Chick-Fil-A and terminate the contract with the on-campus franchise; and be it further

RESOLVED: Cal Poly and Cal Poly Corporation be mindful of the practices and donation patterns of its business partners and that said partners are held to the same high diversity and inclusion standards of as the rest of the campus community.

Proposed by: Thomas Gutierrez, Academic Senate Vice Chair
Date: April 23, 2019
RESOLUTION ON FACULTY TITLE IX TRAINING

WHEREAS, Faculty and staff who are made aware of sexual misconduct are required to report the incident to Cal Poly's Title IX Coordinator;

WHEREAS, Recent state case law has changed the Title IX procedures from the Chancellor's Office (http://www.calstate.edu/EO/EO-1096-rev-3-29-19.pdf; http://www.calstate.edu/EO/EO-1097-rev-3-29-19.pdf; http://www.calstate.edu/EO/EO-1098-rev-3-29-19.pdf) and the impact they have on Cal Poly students;

WHEREAS, Proposed revisions to Title IX at the federal level could shift both faculty reporting and student experience with investigations;

WHEREAS, The required “Supervisor: Anti-Harassment, Discrimination, Retaliation (CA-13-H)” online training module does not reflect these shifts to policy and procedure, discuss larger Title IX issues at Cal Poly, or offer guidance on best practices for faculty to support students who are undergoing Title IX investigations;

WHEREAS, Incidents of sexual assault and misconduct are known to be significantly underreported, and in light of recent mandates, there has been a freezing effect on students’ willingness to report such cases; therefore, be it

RESOLVED: That the Academic Senate recommends that all faculty members undergo Title IX Refresher Training to understand their responsibilities and opportunities for supporting students; and be it further

RESOLVED: That the Academic Senate recommends that Cal Poly support Title IX training offerings designed and facilitated collaboratively by the Department of Women’s and Gender Studies, the Title IX Office, SAFER, and the Center for Teaching, Learning & Technology; and be it further

RESOLVED: That the Academic Senate recommends that Cal Poly establish incentives to encourage faculty and staff who interact significantly with students to participate in updated Title IX training.

Proposed by: The Women’s and Gender Studies Teaching Faculty
Date: April 23, 2019
WHEREAS, The President’s Advisory Council for Planning, Process, and Budget was established by President Armstrong to obtain feedback from representatives of the campus community regarding budget and planning issues; and

WHEREAS, The President’s Advisory Council for Planning, Process, and Budget was established by President Armstrong to obtain feedback from representatives of the campus community regarding budget and planning issues; and

WHEREAS, The Academic Senate would prefer to have faculty representatives on the President’s Advisory Council that have an understanding of the budgetary and planning process of the University; and

WHEREAS, Since the Budget and Long-Range Planning Committee has the defined responsibility of reviewing “matters related to the allocation of budgeted resources and representation on bodies formed to review the mechanisms by which campuswide resource allocations are made,” members of the Budget and Long-Range Planning committee have a unique knowledgebase of the budget and planning process for the campus”; and

WHEREAS, The Budget and Long-Range Planning committee believes it is important and beneficial to have representation on the President’s Advisory Council; therefore, be it

RESOLVED: That the Academic Senate Chair designates that the Chair of the Budget and Long-Range Planning Committee or the individual’s designee from the Committee will always be one of three faculty choices for representing the faculty on the President’s Advisory Council for Planning, Process, and Budget; be it further

RESOLVED: If for any reason that an individual from the Budget and Long-Range Planning Committee cannot represent the faculty, then the Academic Senate Chair will designate one of the three faculty representatives on the President’s Advisory Council as an ex officio member of the Budget and Long-Range Planning Committee who will provide reports back to the Committee.

Proposed by: Academic Senate Budge and Long-Range Planning Committee
Date: April 23, 2019
RESOLUTION ON
GRADUATE BLENDED PROGRAM POLICIES

1 WHEREAS, Coded memorandum AA-2012-01 establishes policies pertaining to CSU graduate
degree programs offering simultaneous matriculation of Blended Bachelor's and
Master's degree programs; and

2 WHEREAS, AA-2012-01 provides that issues not addressed in the memorandum shall be
determined at the campus level; and

3 WHEREAS, The purpose of the blended program (AA-2012-01) is to provide an accelerated
pathway from a bachelor's to a master's degree and to enhance the undergraduate
learning experience; and

4 WHEREAS, AS-860-19 states that “All Cal Poly undergraduate students shall complete a senior
project as part of their baccalaureate degree program requirements”, and that “As a
bridge from college to career/postgraduate success, the senior project at Cal Poly is a
capstone experience with achievable outcomes that culminates in a self-directed final
production or product carried out under faculty direction”; and

5 WHEREAS, Under Title V, a minimum of 225 total units are required (Bachelor's 180 + Master's 45)
for receiving a combined (blended) degree; therefore be it

6 RESOLVED, That the Academic Senate approve the attached Policy on Blended Programs

Proposed by: Academic Senate Curriculum Committee
Date: April 23, 2019
POLICY ON BLENDED PROGRAMS

ADMISSION to BLENDED PROGRAM

Students may be admitted to a blended program in their third or fourth year of undergraduate study. Admission recommendation is determined at the program level with final approval from the Dean of Graduate Education. The student must submit an Admission to Blended Program Approval form. The specific requirements for admission are set by the program with approval by the Graduate Education Office and Office of the Registrar. Once accepted, students may take graduate-level courses towards master’s degree requirements, as their schedules permit, provided they have met the course prerequisites.

TRANSITION to GRADUATE STANDING

Students admitted to the blended program will maintain their undergraduate status until they have reached a minimum of 180 degree applicable units. By the end of the first academic term in which the student has earned the number of units required for their bachelor’s degree, the student must file a post-baccalaureate change of degree objective (PBCO) form. Once the form is processed, the student will transition to graduate status and incur the appropriate increase in tuition fees.

Students must have graduate standing for a minimum of two quarters before degree completion.

DOUBLE COUNTING UNITS

A student may apply any units that are in excess of the 180 undergraduate degree minimum requirements towards both their undergraduate and graduate degree requirements, up to a maximum of 9 units (double counted units).

SENIOR PROJECT REQUIREMENTS

Students in a blended program must complete all undergraduate requirements, including senior project requirements as detailed in the Cal Poly Catalog, along with the culminating experience required by the individual graduate program. In cases where the graduate culminating experience is a thesis or project, a student can align the objectives for this culminating experience with those of their senior project. The graduate thesis or project and the senior project must have separate course numbers, each with their own learning objectives and final deliverables.
January 9, 2012

MEMORANDUM

TO: Provosts/Vice Presidents, Academic Affairs

FROM: Ephraim P. Smith
Executive Vice Chancellor and Chief Academic Officer

SUBJECT: “Blended” or “4 + 1” Bachelor’s and Master’s Degree Programs

This coded memorandum establishes systemwide minimum processes and policies pertaining to CSU undergraduate and graduate degree programs offered to students through simultaneous matriculation. Combinations that blend degree and credential programs are excluded, and issues not addressed in this memorandum shall be determined at the campus level.

Campuses are not required to offer blended programs, and the standards included herein are minimum requirements. Campuses wishing to offer blended bachelor’s and master’s programs will need to be aware that timely coordination is required between the academic department and the campus registrar’s office to ensure accurate recording of the student’s transition from undergraduate to graduate status. This will have direct consequences for student fee assessment and financial aid eligibility, as types of aid and award amounts may vary according to the student’s official academic objective. Appropriate state funding to the campus will also depend on accurate recording of student transition in blended programs.

1. Authorization to Implement Blended Programs

The president or designee is authorized to implement programs blending existing baccalaureate and master’s degree programs in the same support mode and for the purposes of providing an accelerated pathway to a master’s degree, and to enhance the undergraduate learning experience. Campuses shall establish, monitor, and maintain appropriate academic rigor and quality.
1. Authority to grant postbaccalaureate and graduate special-action admission is provided under Title 5 section 41001:

An applicant who does not qualify for admission under the provisions of subdivisions (a) or (b), or both such subdivisions, of Section 41000, may be admitted by special action if on the basis of acceptable evidence the applicant is judged by appropriate campus authority to possess sufficient academic, professional and other potential pertinent to the applicant's educational objectives to merit such action.

1.2 Blended programs must meet all applicable CSU policies and state and federal laws.

2. Reporting

2.1 Blended bachelor's and master's degree programs will continue to use the existing CSU degree program codes (formerly “HEGIS”) and Classification of Instructional Programs (CIP) codes for their component undergraduate and graduate degree programs. Unlike concurrent degree programs, new CSU degree codes will not be assigned for the blended bachelor's and master's programs.

2.2 To ensure that enrollments are reported accurately, the campus is required to notify Academic Programs and Policy in the Chancellor's Office, signaling an intention to implement the planned blended program. The resultant Chancellor’s Office software edits will allow accurate reporting in the CSU Enrollment Reporting System (ERS), without receiving an “error” message.

2.3 While students in regular, non-blended, baccalaureate and graduate programs have a degree objective code that ranges from digits “2” to “7,” students in blended programs have only the digit “9” as their degree objective code.

2.4 When a blended-program student has earned at least 120 semester/180 quarter units toward program completion, the campus will change the student level code to “5,” signifying graduate standing. As these students have yet to attain either a baccalaureate or master’s degree, their degree held code will remain as either “0” or “1.” The term FTE calculation for these students will be: 12 units equals one FTES.

3. Application to Blended Programs

3.1 A student must apply to the blended program while in undergraduate status and will be admitted as an undergraduate to the bachelor’s component of the blended program.

3.2 Students shall not be required to apply formally for graduate admission.
4. **Enrollment and Enrollment Status**

4.1 While in undergraduate status, a student in a blended program will take graduate-level courses required for the master’s degree.

4.2 At the end of the first academic term in which blended-program students have earned at least 120 semester/180 quarter units (the minimum required for the regular baccalaureate major degree program), the campus will change the student-level codes to “5,” signifying graduate degree objective status.

4.3 Units considered toward meeting this degree-objective status threshold may include either undergraduate or graduate, and shall include only those units that count toward satisfying either the bachelor’s or master’s requirements in the blended program.

4.4 To ensure proper awarding of degree credit, all lower-division work (including lower-division general education courses and American Institutions courses) shall be completed prior to changing to graduate degree objective status.

5. **International (F-1 Visa Holder) Students**

A letter must be submitted to the appropriate office on campus to indicate the change of degree status for international students. This requirement is related to the students’ need to maintain full-time status, as the number of units required for full-time status is different at the undergraduate level and graduate level.

6. **Tuition Fees**

6.1 A student will be assessed the undergraduate State University Tuition Fee only during the time in which the blended-program student has earned fewer than 120 semester/180 quarter units applicable to the blended bachelor’s and master’s degree programs.

6.2 When the *degree-objective status* is changed to “graduate,” the student will be assessed the graduate student fee, and may continue to take upper-division undergraduate courses.

6.3 Students in a master’s degree program that has been authorized to assess the higher graduate professional degree (“MBA Fee”) will only be charged that tuition fee for courses required to complete the fee-approved master’s degree program.

7. **Minimum Requirements for Completion of Blended Programs**

A minimum of 150 semester units (120 + 30) or 225 quarter units (BS 180 + MS 45) are required in blended programs.
8. **Provision for Completing the Baccalaureate Portion Only**
   If a student in a blended program opts not to complete the master’s program but does complete the undergraduate degree requirements, undergraduate matriculation shall be re-opened in order to grant the baccalaureate degree. There shall be no related cost to the student nor refund of previous graduate fees paid.

9. **Awarding of Degrees**
   Both degrees may be awarded during the same term and at a single graduation ceremony, as authorized by Executive Order 971 (http://www.calstate.edu/EO/EO-971.html). Students are evaluated for Latin honors based on the first 120 semester units or 180 quarter units (i.e. the time period of undergraduate degree objective), regardless of the number of graduate courses taken prior to the transition to graduate status.

For questions regarding Enrollment Reporting System coding, please contact Dr. Philip Garcia at (562) 951-4764 or pgarcia@calstate.edu. Admission questions and Common Management System issues may be directed to Mr. Eric Forbes at (562) 951-4744 or eforbes@calstate.edu. Financial aid questions should be addressed to Mr. Dean Kulju at (562) 951-4737 or dkulju@calstate.edu. Dr. Christine Mallon may be reached at (562) 951-4672 or cmallon@calstate.edu to answer questions related to curriculum.

ES/clm

c: Dr. Ron Vogel, Associate Vice Chancellor, Academic Affairs
   Dr. James Postma, Chair, Academic Senate, CSU
   Dr. Philip Garcia, Senior Director, Analytic Studies
   Mr. Eric Forbes, Assistant Vice Chancellor, Student Academic Support
   Dr. Marsha Hirano-Nakanishi, Assistant Vice Chancellor, Academic Research and Resources
   Dr. Christine Mallon, State University Dean, Academic Programs and Policy
   Dr. Beverly Young, Assistant Vice Chancellor, Teacher Education and Public School Programs
   Campus Academic Senate Chairs
   Associate Provosts/Associate Vice Presidents, Academic Affairs
   Deans, Graduate Studies
   Directors, Admission and Records
Campus Advisory Council for Planning, Process and Budget

Introduction / Background

In order to be more transparent and enhance shared governance and our shared mission, President Armstrong and the leadership team, in consultation with the Academic Senate, ASI, CFA and the Labor Council, are forming an Advisory Council for Planning, Process and Budgeting. The Council will be asked to give their informed advice, make suggestions, and highlight issues and concerns the President and Vice Presidents will take into consideration before making decisions on major principles, policies, issues and initiatives. Individual members of the Council may also bring topics to the group.

Council Appointments

Each academic year the Advisory Council to the President for Planning, Process and Budgeting will be appointed by the President. Most appointees serve for two years, with some 1-year terms in the beginning to stagger terms. Those serving as a result of their position (ASI President, Senate Chair, etc.) serve one-year terms. A subset of the Council will be appointed by the President to serve on an Executive Committee.

Proposed members include four representatives each for faculty (including lecturers), staff and students, as follows:

- ASI President (Executive Committee)
- ASI Chair of Board of Directors
- Two additional students nominated by the ASI President and appointed by the President
- Academic Senate Chair (Executive Committee)
- CFA President
- Two additional faculty members nominated by the Academic Senate Executive Committee and appointed by the President
- Labor Council Representative
- Three additional staff members nominated by the Dean’s Council and divisional vice presidents, and appointed by the President in consultation with the Labor Council Representative and Academic Senate Chair.
Senior members of the administration will attend Council meetings on a regular basis. With Executive Committee approval, other faculty, staff and students may be invited to participate in specific council meetings based on the topic.

**Meetings**

It is anticipated that the Advisory Council will meet two or three times per quarter and additionally as needed. The Executive Committee will be convened as necessary.

**Roster for AY 2018-19**

**Lewis Call** (faculty)  
President, California Faculty Association (CFA)

**Dustin Stegner** (faculty)*  
Chair, Academic Senate

**Thomas Gutierrez** (faculty)  
Kris Jankovitz (faculty)

**Joan Kennedy** (staff)*  
Labor Council Representative

**Alexandra Kohler** (staff - MPP)

**Tom Randall** (staff)

**Christine Saruwatari** (staff)

**Jasmin Fashami** (student)*  
President, Associated Students, Inc. (ASI)

**Mark Borges** (student)  
Chair, Board of Directors, Associated Students, Inc. (ASI)

**Luke Haley** (student)  
Chief of Staff to the President of Associated Students, Inc. (ASI)

**Danielle (Dani) Diele** (student)  
Chair, University Union Advisory Board

* Executive Committee