TO: The Academic Senate

FROM: Committee on Instruction and Curriculum (CIC)

SUBJECT: Return to former Registration Unit Limits

PURPOSE: For Action by the Academic Senate

ACTION REQUESTED: That the Academic Senate approve the permanent return to the registration unit limits (16 maximum at "first pass"; 22 maximum, without department permission); effective on the signature of the President.

BACKGROUND INFORMATION: CSUEB has had long-standing unit registration limits of 16 maximum at "first pass"; 22 maximum, without department permission. Due to budget cuts and subsequent cuts in the number of class offerings in 09-10, CIC was charged by the Executive Committee to review the maximum number of quarter units for undergraduate students and to consider reducing the number of units in order to ensure that students have enough units to graduate and that all students will be able to enroll for a sufficient number of classes. 2009-10 CIC 9revised was presented to the Senate and passed, which changed the limits to 14/18 respectively.

In Fall of 2010, targets went up and CSUEB found itself in a bind. This new policy, which placed a lower cap on enrollment units for each student due to the budget crisis, was now reportedly causing problems with EB hitting our new enrollment target. Since this was of an urgent nature (Winter registration was to begin the following week), the Executive Committee, at its meeting on November 2, 2010, recommended to the President that he temporarily suspend 2009-10 CIC 9revised, New Maximum Units for Enrollment Policy, at his discretion. The Senate was informed of the action and the issue was referred to CIC for deliberation regarding a permanent action.

At its meeting on April 18th, the Committee on Instruction and Curriculum unanimously recommended that the Academic Senate make this year's temporary change of registration unit limits (back to 16 maximum at "first pass"; 22 maximum, without department permission) permanent policy. After careful consideration of the effects of last year's change in the long-standing unit registration limits, from the traditional 16/22 to 14/18, and a discussion of the stated reasons for that change, CIC voted (7/0/0) to recommend a return to the policy in effect before 2010-11, (i.e., back to 16 maximum at "first pass"; 22 maximum, without department permission).

This is the policy as expressed in 09-10 Catalog, with the recommended units indicated:

**Maximum Units for Enrollment** In MyCSUEB, you may enroll for a maximum of 16 units during the first enrollment period. During the second enrollment period and scheduled open enrollment times, you will then be permitted to enroll in up to the maximum of 22 units. To enroll in more units exceeding the maximum allowable, approval must be secured by your major department advisor. Your major department will notify Enrollment Management; you will then be permitted to add the additional units during the Add/Drop period. The normal academic load for full-time undergraduate students who expect to graduate by enrolling for three quarters per year for four years is 15-16 units per quarter. Because each classroom hour normally requires two hours of outside study per week, working students should carefully balance the time required for academic preparation with outside commitments.