TO: The Academic Senate
FROM: The Committee on Instruction and Curriculum
SUBJECT: 14-15 CIC 9: Extension of Registration Unit Limits to Include Self-Support Students

PURPOSE: For approval of the Academic Senate; effective upon the President’s signature.

ACTION REQUESTED: That the Academic Senate extend the registration units limits from 11-12 CIC 15 to include self-support students.

BACKGROUND INFORMATION:
At CIC’s October 20, 2014 meeting, the Committee heard from the University Registrar that some self-support programs wanted the units cap of 17 during registration to be extended to their programs, as their courses were observing numerous drops just before the drop deadline. The over-enrollment during registration and the first week of class allowed courses to run that should have been cut.

At CIC’s November 3, 2014 meeting, representatives from PHAP and CBE’s BSBA program indicated that the comments were reflective of their programs and that, furthermore, it makes sense from a student-learning point-of-view to cap enrollment at 17 units without the consent of the program advisor and dean or associate dean; the dean or associate dean may authorize a blanket exemption for a program.

By a unanimous vote, CIC recommends the implementation of the policy below, which removes the exemption for self-support students.

PROPOSED POLICY:

The maximum units for enrollment for matriculated students shall be 17 first enrollment period, 17 maximum, except for graduating seniors and graduating graduate students, whose limits shall be 17 first enrollment period, 22 maximum during second enrollment period, effective upon the President’s signature. To enroll in units exceeding the maximum after the second enrollment period, approval must be secured from the student’s major department advisor and either the dean or associate dean; the dean or associate dean may authorize a blanket exemption for a self-support program or a program that requires more than the “traditional minimum units to degree”.