COMMITTEE ON INSTRUCTION AND CURRICULUM

16-17 CIC 19 amended
Monday, October 17, 2016

TO: The Academic Senate
FROM: Committee on Instruction and Curriculum (CIC)
SUBJECT: 16-17 CIC 19 amended: Policy on rounding units to meet the graduation requirements during semester conversion
PURPOSE: Approval of the Academic Senate
ACTION REQUESTED: That the Senate approve the policy below. Upon the President’s signature, policy applies beginning with semester conversion, planned for Fall, 2018.

BACKGROUND INFORMATION:
At its October 17 meeting, the Committee was informed by AVP of Academic Programs and Graduate Studies that Cal State LA had an issue arise whereby students who are attempting to graduate under the new semester regime had 119.7 units, which is the equivalent of 179.5 quarter units. The policy question was whether these students would have to take an additional course to go over the 120 semester unit requirement. Committee members felt that this would violate the student pledge and voted 10-0-1 (the abstention was due to a Committee member missing a significant portion of the discussion) to approve the following policy. This policy is not intended to supersede departmental (major) or general education requirements, merely the 120 semester-unit requirement. Since quarter units convert to 2/3 semester units, Committee members expressed the opinion that those who are short by 2/3 of a unit (179 quarter units) should take a one unit class. The Committee was told by Assistant Vice President Glen Perry that, were conversion hold at that time, the policy might affect 24 students.

The Committee voted to handle general education units at a later date. The resulting proposal, if any, will be contained in new document.

PROPOSED POLICY:
For undergraduate students, a minimum of 120 semester units are required to graduate. If a student is short of the 120 units by only 0.5 or fewer units after unit conversion from quarters, they will be granted 0.5 units in order to meet their graduation unit requirement. Students will not be required to take an additional 1 unit course just to meet the 120 unit requirement.
For graduate students, a minimum of 30 semester units are required to graduate. If a student is short of the 30 units by only 0.5 or fewer units after unit conversion, they will be granted 0.5 units in order to meet their graduation unit requirement. Students will not be required to take an additional 1 unit course just to meet the 30 unit requirement. This policy will sunset after the completion of Spring semester 2020-2021.