TO: The Academic Senate  
FROM: Committee on Instruction and Curriculum (CIC)  
SUBJECT: 18-19 CIC 38: Winter Intersession  

PURPOSE: Approval of the Academic Senate  

ACTION REQUESTED: That the Senate approve the policy regarding Winter Intersession below. Upon approval of the President, effective beginning academic year 2019-20.  

BACKGROUND INFORMATION:  
This year, CSUEB’s first under semesters, the University ran its first “Winter Intersession” between Fall Semester, 2018 and Spring Semester, 2019. A limited number of classes were offered. There were difficulties and complaints, some of which are documented in a letter sent by the APS Associate Dean to CIC. CIC recommended that a group of appropriate administrators (including Extended Education, APS, and the Registrar’s Office) consult with each other and the Committee Chair to make recommendations on what policies might be workable to address some of the issues.  

The group recommended that Winter Intersession be a standalone session (with separate schedule of classes and registration, for example). There are numerous upsides to this, including but not limited to clarity of registration, allowances for students to take a full load in Spring Semester and take a Winter Intersession course, and grades being available earlier (so that students could take a prerequisite course for spring). However, the ability for financial aid to be applied to Winter Intersession courses may be inhibited.  

At its meeting on Monday, April 15, CIC discussed and unanimously approved the proposed policies.  

PROPOSED POLICIES:  
• Winter Intersession will be a standalone term with a separate schedule of classes, registration, and “important dates” page.  
• Registration for Winter Intersession will be concurrent with the registration calendar for Spring Semester. However, there will be no priority registration by group or class standing for matriculated students. Open University (non-matriculated) students may register beginning December 1 (or the next weekday, if it falls on a weekend or holiday).
• Grades for Winter Intersession courses will be due 72 hours after the last day of instruction and will be considered official by the second day of the Spring Semester.
• The administration will provide a set of time modules for 3-day, 4-day, and 5-day per week class meetings for scheduling purposes.
• Students will be limited to 4 units. (Students attempting to enroll in more units may petition via the existing process.)