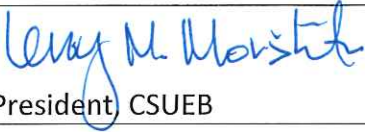




CALIFORNIA STATE
UNIVERSITY
E A S T B A Y

University Executive Directive # 18-01	Issue Date: February 22, 2018
Subject: Progress Toward Degree	Revision Date:
Approved:  President, CSUEB	
Contact: Office of the President, 510-885-3877	

Authority:

With the campus' declaration of impaction, Cal State East Bay needs to develop strategies that maximize access for students and support their paths to graduation. To that end, the University shall begin required directed advising for students who reach 120 semester units in their undergraduate program and have not filed for graduation, the minimum number of units in their degree program, or who have met degree requirements. This University Executive Directive establishes a policy at Cal State East Bay that is consistent with Title 5* and with the "administrative academic probation" section of the University Catalog. Effective with registration for Fall 2018, students who meet any of the following conditions will have holds placed precluding them from enrolling in classes without meeting with an academic advisor, including major and campus-wide academic advisors, as appropriate:

- Undergraduate students who have met their degree requirements or who have reached 120 semester units, but have not filed to graduate.
- Graduate students who have met their degree requirements or who have reached the minimum number of units for their degree but have not filed to graduate.
- Students who have earned sufficient units to graduate but have some remaining coursework or other requirement(s) to complete.
- Undergraduate students who have not completed the Golden Four (GE A1, A2, A3, and B4) by the time they earn junior status (60 semester units).

Students will be placed on contract and precluded from registering for courses other than those required for their degree programs, unless authorized by an advisor due to an exceptional circumstance (e.g., to retain full-time status for continuing financial aid). Students who do not comply with the contract will be placed on administrative academic probation.

In addition, to ensure that students are making satisfactory progress toward the degree, the following regulations will apply:

- Students who are admitted as undeclared (including those “undeclared with an interest in nursing”) must declare a major in the semester that they earn junior status (60 semester units).
- Student petitions for changes in major and minor (if applicable) will not automatically be approved. As mandated by 16-17 CIC 9, beginning Fall Semester 2018 “students must obtain academic approval from any department or program in which they wish to declare a major or minor, in order to ensure that they are aware of the requirements of the selected major or minor. To ensure that students are well advised, a change of major / minor / concentration will require signature and stamp from the new department /program. [...] Students with 105 or more completed units will also require approval from the Dean of [Academic Programs and Services] to change their major or minor or add a major or minor.” Consideration of the effect of the change to the time to complete the degree should be part of the “academic approval” process. Therefore, department or program advisors and/or the Dean of Academic Programs and Services may deny change of major/minor/concentration for students whose time remaining to complete the new degree requirements would significantly increase time to degree.
- Students who have completed all degree requirements may be conferred their degree.**

This University Executive Directive is issued in consultation with the Executive Committee of the Academic Senate, the Dean of Academic Programs and Services, and President’s Cabinet. The Dean of Academic Programs and Services will publish implementation guides for this University Executive Directive by the end of Spring 2018.

* “An undergraduate or graduate student may also be placed on probation or may be disqualified by appropriate campus authorities for unsatisfactory scholastic progress regardless of cumulative grade point average or progress points. Such actions shall be limited to those arising from repeated withdrawal, failure to progress toward an educational objective and noncompliance with an academic requirement, and shall be consistent with guidelines issued by the Chancellor.” California Code of Regulations, Title 5, Section 41300. 1.

** “The president of each campus may preclude any student from enrolling in any additional state-supported courses when that student has met all necessary requirements for the degree for which the student is matriculated, and may take the actions necessary to confer the degree.” California Code of Regulations, Title 5, Section 40411.