WHEREAS, Some students leave Cal Poly without finishing their remaining degree requirements; and

WHEREAS, There are no written guidelines for students who request to graduate on a catalog older than 10 years; and

WHEREAS, The Chancellor's Office will not allow the back dating of degrees or disclaimers on degrees indicating the majority of the coursework was finished over ten years ago; and

WHEREAS, Cal Poly has a responsibility to ensure that degrees awarded with a current date reflect learning that is reasonably up-to-date; therefore, be it

RESOLVED: Students may request to complete their degrees on a catalog older than 10 years if the only remaining degree requirements at the time they left Cal Poly do not exceed 16 units. These remaining degree requirements may include senior project, GWR, and/or USCP; and be it further

RESOLVED: The decision to approve or disapprove a student’s request is based on (1) her/his willingness to commit to completing outstanding degree requirements within a specified timeframe, and (2) her/his ability to demonstrate, with written documentation, reasonable currency of knowledge and skills in her/his degree field to the satisfaction of the faculty in the applicable major, as certified by the department chair. Both the college dean and the Vice Provost for Academic Programs & Undergraduate Education must give their approval.

Proposed by: Academic Senate Instruction Committee
October 13, 2000
To:       Unny Menon  
Chair, Academic Senate

From:  Warren J. F  
President

Date:   August 27, 2001

Copies: Paul Zingg  
David Conn

Subject:    Response to Senate Resolutions:  
AS-550-00/CC-Graduate Writing Requirement  
AS-553-01/IC-Choice of Catalog Requests Older Than 10 Years  
AS-562-01/IC-Update the Campus Administrative Manual Senior Project Section  
AS-563-01/IC-Publication of Change of Major Criteria  
AS-569-01/IC-Incomplete "I" Agreements

I hereby acknowledge receipt of, and approve, the above-referenced Academic Senate Resolutions, and 
commend the Curriculum Committee, the Instruction Committee and the Academic Senate for
addressing a number of issues relating to students' progress-to-degree.

AS-550-00/CC will increase the options available for students to meet the Graduation Writing
Requirement (GWR) and also draws attention to the importance of effective advising in encouraging
students to take the GWR early in their junior year.

AS-553-01/IC defines the criteria for determining whether a student should be allowed to complete
his/her degree on a catalog older than ten years.

AS-562-01/IC provides for a clarification of the definition, expected outcomes, and requirements for
senior projects, giving flexibility to individual departments, and will hopefully, lead to a higher
completion rate for these projects. Cal Poly is undertaking a comprehensive review of its administrative
policies that will result in a new collection of "Campus Administrative Policies" (CAP), published on
the Web and in hard copy format. CAP will take the place of the pre-existing Campus Administrative
Manual (CAM). CAM Section 412.2 dealing with Senior Projects has not yet been revised. Suggested
changes to this section should be forwarded to the President's Office to be incorporated in the Campus
Administrative Policies.

AS-563-01/IC takes an initial step toward addressing the problems associated with change-of-major, in
requiring each college to publish applicable criteria as well as past acceptance rates.

Finally, AS-569-01IC recommends the use of an "I" Agreement form as a means of making the process
of converting an "I" grade to a letter grade less confusing for both students and instructors.

In closing, please extend my appreciation to the full Senate for dealing with these very important student
and academic issues.