

**ACADEMIC SENATE
OF
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, California**

AS-877-19

**RESOLUTION ON
GRADUATE BLENDED PROGRAM POLICIES**

- 1 WHEREAS, Coded memorandum AA-2012-01 establishes policies pertaining to CSU graduate
2 degree programs offering simultaneous matriculation of Blended Bachelor's and
3 Master's degree programs; and
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- 5 WHEREAS, AA-2012-01 provides that issues not addressed in the memorandum shall be
6 determined at the campus level; and
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- 8 WHEREAS, The purpose of the blended program (AA-2012-01) is to provide an accelerated
9 pathway from a bachelor's to a master's degree and to enhance the undergraduate
10 learning experience; and
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- 12 WHEREAS Students should have a clear and unambiguous path to receive their baccalaureate
13 degree if they choose not to complete their master's degree program; and
14
- 15 WHEREAS, AS-860-19 states that "All Cal Poly undergraduate students shall complete a senior
16 project as part of their baccalaureate degree program requirements", and that "As a
17 bridge from college to career/postgraduate success, the senior project at Cal Poly is a
18 capstone experience with achievable outcomes that culminates in a self-directed final
19 production or product carried out under faculty direction"; and
20
- 21 WHEREAS, Under Title V, a minimum of 225 total units are required (Bachelor's 180 + Master's 45)
22 for receiving a combined (blended) degree; therefore be it
23
- 24 RESOLVED, That the Academic Senate approve the attached Policy on Blended Programs.

Proposed by: Academic Senate Curriculum Committee
Date: April 23, 2019

POLICY ON BLENDED PROGRAMS

ADMISSION to BLENDED PROGRAM

Students may be admitted to a blended program up to two years before they would expect to graduate with their bachelor's degree. Admission recommendation is determined at the program level with final approval from the Dean of Graduate Education. The student must submit an Admission to Blended Program Approval form. The specific requirements for admission are set by the program with approval by the Graduate Education Office and Office of the Registrar. Once accepted, students may take graduate-level courses towards master's degree requirements, as their schedules permit, provided they have met the course prerequisites.

TRANSITION to GRADUATE STANDING

Students admitted to the blended program will maintain their undergraduate status until they have reached a minimum of 180 degree-applicable units (or the minimum units required for a degree program of more than 180 units); these units can apply to either the undergraduate or graduate degree. At the beginning of the first academic term in which the student will earn this number of units, the student must file a post-baccalaureate change of degree objective (PBCO) form. Once the form is processed, the student will transition to graduate status and incur the appropriate increase in tuition fees.

Students must complete the Graduate Writing Requirement before transitioning to graduate status. Students must have graduate standing for a minimum of two quarters before degree completion.

DOUBLE COUNTING UNITS

A student may apply any units that are in excess of the 180 undergraduate degree minimum requirements towards both their undergraduate and graduate degree requirements, up to a maximum of 9 units (double counted units).

SENIOR PROJECT REQUIREMENTS

Students in a blended program must complete all undergraduate requirements, including senior project requirements as detailed in the Cal Poly Catalog, along with the culminating experience required by the individual graduate program. In cases where the graduate culminating experience is a thesis or project, a student can align the objectives for this culminating experience with those of their senior project. The graduate thesis or project and the senior project must have separate course numbers, each with their own learning objectives and final deliverables.

January 9, 2012

Code: AA-2012-01

MEMORANDUM

TO: Provosts/Vice Presidents, Academic Affairs

FROM: Ephraim P. Smith
Executive Vice Chancellor and Chief Academic Officer

SUBJECT: “Blended” or “4 + 1” Bachelor’s and Master’s Degree Programs

This coded memorandum establishes systemwide minimum processes and policies pertaining to CSU undergraduate and graduate degree programs offered to students through simultaneous matriculation. Combinations that blend degree and credential programs are excluded, and issues not addressed in this memorandum shall be determined at the campus level.

Campuses are not required to offer blended programs, and the standards included herein are minimum requirements. Campuses wishing to offer blended bachelor’s and master’s programs will need to be aware that timely coordination is required between the academic department and the campus registrar’s office to ensure accurate recording of the student’s transition from undergraduate to graduate status. This will have direct consequences for student fee assessment and financial aid eligibility, as types of aid and award amounts may vary according to the student’s official academic objective. Appropriate state funding to the campus will also depend on accurate recording of student transition in blended programs.

1. Authorization to Implement Blended Programs

The president or designee is authorized to implement programs blending existing baccalaureate and master’s degree programs in the same support mode and for the purposes of providing an accelerated pathway to a master’s degree, and to enhance the undergraduate learning experience. Campuses shall establish, monitor, and maintain appropriate academic rigor and quality.

CSU Campuses
Bakersfield
Channel Islands
Chico
Dominguez Hills
East Bay

Fresno
Fullerton
Humboldt
Long Beach
Los Angeles
Maritime Academy

Monterey Bay
Northridge
Pomona
Sacramento
San Bernardino
San Diego

San Francisco
San José
San Luis Obispo
San Marcos
Sonoma
Stanislaus

- 1.1 Authority to grant postbaccalaureate and graduate special-action admission is provided under Title 5 section 41001:

An applicant who does not qualify for admission under the provisions of subdivisions (a) or (b), or both such subdivisions, of Section 41000, may be admitted by special action if on the basis of acceptable evidence the applicant is judged by appropriate campus authority to possess sufficient academic, professional and other potential pertinent to the applicant's educational objectives to merit such action.

- 1.2 Blended programs must meet all applicable CSU policies and state and federal laws.

2. Reporting

- 2.1 Blended bachelor's and master's degree programs will continue to use the existing CSU degree program codes (formerly "HEGIS") and Classification of Instructional Programs (CIP) codes for their component undergraduate and graduate degree programs. Unlike concurrent degree programs, new CSU degree codes will not be assigned for the blended bachelor's and master's programs.
- 2.2 To ensure that enrollments are reported accurately, the campus is required to notify Academic Programs and Policy in the Chancellor's Office, signaling an intention to implement the planned blended program. The resultant Chancellor's Office software edits will allow accurate reporting in the CSU Enrollment Reporting System (ERS), without receiving an "error" message.
- 2.3 While students in regular, non-blended, baccalaureate and graduate programs have a *degree objective code* that ranges from digits "2" to "7," students in blended programs have only the digit "9" as their degree objective code.
- 2.4 When a blended-program student has earned at least 120 semester/180 quarter units toward program completion, the campus will change the *student level code* to "5," signifying graduate standing. As these students have yet to attain either a baccalaureate or master's degree, their *degree held code* will remain as either "0" or "1." The term FTE calculation for these students will be: 12 units equals one FTES.

3. Application to Blended Programs

- 3.1 A student must apply to the blended program while in undergraduate status and will be admitted as an undergraduate to the bachelor's component of the blended program.
- 3.2 Students shall not be required to apply formally for graduate admission.

4. Enrollment and Enrollment Status

- 4.1 While in undergraduate status, a student in a blended program will take graduate-level courses required for the master's degree.
- 4.2 At the end of the first academic term in which blended-program students have earned at least 120 semester/180 quarter units (the minimum required for the regular baccalaureate major degree program), the campus will change the student-level codes to "5," signifying graduate degree objective status.
- 4.3 Units considered toward meeting this degree-objective status threshold may include either undergraduate or graduate, and shall include only those units that count toward satisfying either the bachelor's or master's requirements in the blended program.
- 4.4 To ensure proper awarding of degree credit, all *lower-division* work (including lower-division general education courses and American Institutions courses) shall be completed prior to changing to graduate degree objective status.

5. International (F-1 Visa Holder) Students

A letter must be submitted to the appropriate office on campus to indicate the change of degree status for international students. This requirement is related to the students' need to maintain full-time status, as the number of units required for full-time status is different at the undergraduate level and graduate level.

6. Tuition Fees

- 6.1 A student will be assessed the undergraduate State University Tuition Fee only during the time in which the blended-program student has earned fewer than 120 semester/180 quarter units applicable to the blended bachelor's and master's degree programs.
- 6.2 When the *degree-objective status* is changed to "graduate," the student will be assessed the graduate student fee, and may continue to take upper-division undergraduate courses.
- 6.3 Students in a master's degree program that has been authorized to assess the higher graduate professional degree ("MBA Fee") will only be charged that tuition fee for courses required to complete the fee-approved master's degree program.

7. Minimum Requirements for Completion of Blended Programs

A minimum of 150 semester units (120 + 30) or 225 quarter units (BS 180 + MS 45) are required in blended programs.

8. Provision for Completing the Baccalaureate Portion Only

If a student in a blended program opts not to complete the master's program but does complete the undergraduate degree requirements, undergraduate matriculation shall be re-opened in order to grant the baccalaureate degree. There shall be no related cost to the student nor refund of previous graduate fees paid.

9. Awarding of Degrees

Both degrees may be awarded during the same term and at a single graduation ceremony, as authorized by Executive Order 971 (<http://www.calstate.edu/EO/EO-971.html>).

Students are evaluated for Latin honors based on the first 120 semester units or 180 quarter units (i.e. the time period of undergraduate degree objective), regardless of the number of graduate courses taken prior to the transition to graduate status.

For questions regarding Enrollment Reporting System coding, please contact Dr. Philip Garcia at (562) 951-4764 or pgarcia@calstate.edu. Admission questions and Common Management System issues may be directed to Mr. Eric Forbes at (562) 951-4744 or eforbes@calstate.edu. Financial aid questions should be addressed to Mr. Dean Kulju at (562) 951-4737 or dkulju@calstate.edu. Dr. Christine Mallon may be reached at (562) 951-4672 or cmallon@calstate.edu to answer questions related to curriculum.

ES/clm

- c: Dr. Ron Vogel, Associate Vice Chancellor, Academic Affairs
Dr. James Postma, Chair, Academic Senate, CSU
Dr. Philip Garcia, Senior Director, Analytic Studies
Mr. Eric Forbes, Assistant Vice Chancellor, Student Academic Support
Dr. Marsha Hirano-Nakanishi, Assistant Vice Chancellor, Academic Research and Resources
Dr. Christine Mallon, State University Dean, Academic Programs and Policy
Dr. Beverly Young, Assistant Vice Chancellor, Teacher Education and Public School Programs
Campus Academic Senate Chairs
Associate Provosts/Associate Vice Presidents, Academic Affairs
Deans, Graduate Studies
Directors, Admission and Records



OFFICE OF THE PRESIDENT

MEMORANDUM

To: Dustin Stegner
Chair, Academic Senate

Date: June 13, 2019

From: Jeffery D. Armstrong
President

Copies: Kathleen Enz Finken
Mary Pedersen
Al Liddicoat
Amy Fleischer
Andy Thulin
Christine Theodoropoulos
Dean Wendt
Kathryn Rummell
Scott Dawson
Brian Tietje
Rich Savage

Subject: Response to AS-877-19 Resolution on Graduate Blended Program Policies

This memo acknowledges my approval of the above-entitled Academic Senate resolution. I appreciate the Senate's support of the *Policy on Blended Programs* which reaffirms the university's commitment to the senior project as a high-impact, capstone experience. Additionally, I anticipate this policy will have significant and positive implications for the success of the students who participate in blended programs.

Please express my appreciation to the Academic Senate members and the Academic Senate Curriculum Committee for their attention to this important matter.