

The EE “Promise Keeping” policy: Assured accommodation of students in EE and EE/CPE courses taken in the quarters specified on the respective flowcharts for each major.

The Electrical Engineering Department has implemented a policy of assured accommodation of all students in all required courses, if the course is taken in the quarter in which it appears on the curriculum flow chart. The EE major flowchart is online at <http://eadvise.calpoly.edu/policy/forms/ee-flowchart-2007-2009.pdf>. The CPE flowchart is online at <http://eadvise.calpoly.edu/policy/forms/cpe-flowchart-2007-2009.pdf>. A complete listing of EE-based courses offered for the entire year is online at http://www.ee.calpoly.edu/media/files/course_offerings_2008-2009.pdf.

The Department also provides a limited offering, usually just a single section, of each course in the quarter that follows the designated quarter. This limited offering is exclusively for students who transfer from another college or major off-calendar, or for students returning from completing two-quarter Co-ops or foreign study, or students that may have failed the course the prior quarter. Special hardship cases will also be considered on an individual basis, usually for situations in which previous inconsistent scheduling practices prevented students from making progress toward their degree. Students other than these are accommodated only on a space-available basis. Starting in Spring 2009, this priority will be enforced by requiring that students wishing to enroll in this limited offering must contact the EE Department Office to register. *Do not plan on taking a course in any quarter other than the designated quarter on the flowchart, unless you fall into one of the special cases stated above.*

Note that except for cases in which the designated quarter for a required course is different between the EE and CPE flowcharts, no sections of courses will be offered in the quarter prior to their guaranteed-accommodation quarter. No exceptions are allowed. In such cases, the Department does not distinguish between EE and CPE students registering in the course – all students are accommodated in both the EE and the CPE designated quarters. This policy may change in the future once the Cal Poly computer registration system (currently PASS) gains the capability to distinguish between specific majors during on-line registration.

The primary objective of this “Promise Keeping” policy is to assure accommodation of all students in required classes, eliminating this previous impediment to student progress. The policy provides incentives to encourage students to make regular and continuous progress toward their degree, and graduate in four years. This policy follows strong encouragement by the State Legislature, University, College of Engineering and the Cal Poly Parents association to graduate students in four years. Other benefits include the camaraderie of students matriculating in cohesive classes, a tradition that has been lost at Cal Poly since the 1960’s. The University is currently studying the possible implementation of the same or a similar course offering policy for all majors.

The Electrical Engineering Department is now in the second year of this program, first implemented in Fall 2007. The policy has thus far been effective in keeping the class of 2012 together, and we expect the same for the class of 2013 and beyond. Some improvements in cost efficiency for the Department and College have been realized due to fewer partially-filled course sections, and improved ability to track course staffing requirements in advance. Similar policies intended to assure graduation in four years have been in place at other top-ranked public colleges of engineering, as well as most private universities that operate under the model of an academy rather than a community college; for example, UC Berkeley: “Entering freshmen are

normally allowed eight semesters to graduate, and entering junior transfers are normally allowed four semesters to graduate. Students who need an extra semester to graduate must petition to do so. Two extra semesters are almost never approved.” (Pg. 9 <http://www.coe.berkeley.edu/students/EngAnn08.pdf>).

A potentially negative ramification of the policy is that students may fall out of synch with course offerings for up to two quarters if the flowchart is ignored. Students do not have the option to take a "light load", making it much more difficult for students working off campus. Students electing to participate in a Co-op or a foreign study experience are strongly encouraged to commit to a 3-quarter (effectively, full year) assignment, to assure that they do not return out of synch. The Cal Poly Co-op contract has been modified accordingly. Transfer students also need to plan accordingly when entering Cal Poly, and accurate advising is crucial; please contact the Engineering Advising Center <http://eadvise.calpoly.edu> .

The success of this program depends upon the cooperation of the Math, Physics, Chemistry and Computer Science departments that provide required prerequisite courses within the EE and CPE curricula. The EE Department has made each aware of our efforts, and has generally received excellent cooperation. If you encounter a problem enrolling in any non-EE (or non-EE/CPE) prerequisite course in the quarter specified on your flow chart, please contact the EE Department Office and we will make every effort to find a way for you to be accommodated in the class, or if necessary, allow a course substitution. And as a last resort, we will identify an equivalent course offered at a local community college or other university that can be taken as an alternative, possibly during the summer.

For assistance with course planning, or special procedures if recovering from an out-of-synch situation, please consult your individual faculty adviser, the Engineering Advising Center, or the EE Department Chair for assistance. Please also periodically check the student tab of the EE web site www.ee.calpoly.edu for related news or policy changes decided by the faculty.