

1992-93
ACADEMIC SENATE
California State University, Sacramento

AGENDA
Thursday, March 25, 1993
Forest Suite, University Union
2:30-4:30 p.m.

INFORMATION

1. University's Response to "Evaluation of the CSUS Research and Sponsored Projects Program with Recommendations for Improvement," Final Report, September 5, 1992
TIME CERTAIN: 2:45 p.m., Vice President Mary Burger
2. Report on CSU Academic Senate Meeting, March 4-5, 1993--CSU Academic Senator
~~Juanita Barrena~~ Art Jensen
3. Mark Your Calendars! Spring Schedule of Regular Senate Meetings, Thursdays, 2:30-4:30 p.m., Forest Suite, University Union:
April 15, 22 and 29
May 6, 13, 20 and 27 (finals week, if needed)

CONSENT CALENDAR

AS 93-19/Ex. COMMITTEE APPOINTMENTS--SENATE

Committee on Diversity and Equity:

LINDA PALMER, A&S, 1994 (repl. P. Rice)

Elections Committee:

CAROLE MAYER, At-large, 1993 (repl. D. Metzger)

Faculty Professional Development Committee:

JAMIE ALVAYAY, SBA, 1995 (repl. C. Kelley)

MARILYN HOPKINS, H&HS, 1993 (repl. S. Lollar)

Graduate Policies and Programs Committee:

SUSAN MCGOWAN, At-large, 1993 (repl. C. Jensen)

International Programs Committee:

ESTELA SERRANO, Senator, 1994 (repl. E. Kelly)

AS 93-20/Ex. COMMITTEE APPOINTMENTS--UNIVERSITY

Center for California Studies, Advisory Committee for the Selection of Executive Director:

ANTHONY PLATT, Affirmative Action Representative
STEPHEN WALKER, At-large

REGULAR AGENDA

AS 93-24 - COMMEMORATE ^{STAN WRIGHT} Old Business

AS 93-23 - ADD/DROP

AS 93-08/GPPC, Ex. HONORS AT GRADUATION FOR GRADUATE STUDENTS

The Academic Senate recommends the following:

Outstanding master's graduate shall be awarded "Master's Degree Awarded With Honors." The designation shall be awarded on the basis of the recommendations of the individual programs, and shall consist of not more than 15% of the master's graduates. Individual departments will be given a quota of students to be nominated based upon the past numbers of Master's degrees awarded by that program. Small programs will be given the opportunity to average over a several year period in order to accumulate the number of graduates which would enable them to recognize clusters of outstanding graduates. The designation shall be entered onto the student's transcript and diploma.

.....
The Academic Senate further recommends the following CSUS Catalog copy:

Graduation with Honors, Master's Degree

Honors at graduation for CSUS Master's degree graduates will be awarded to not more than 15% of the graduates in a given year. Nomination shall be made by the individual Master's programs to the Office of Research and Graduate Studies.

New Business

AS 93-18/Flr. MINUTES

Approval of the Minutes of meeting of March 11 (#9), 1993.

AS 93-21/AP ACADEMIC CALENDARS 1994-95 and 1995-96

[The Executive Committee proposes that the Senate consider the following amendment to the calendars proposed in AS 93-21: To equalize the number of instructional days for the fall and spring semesters, the first day of instruction for the fall semesters shall be Wednesday August 24, 1994, and Wednesday, August 23, 1995.]

The Academic Senate recommends that the proposed 1994-95 and 1995-96 (Attachment A) be adopted.

AS 93-22/GPPC, Ex. CONTINUOUS ENROLLMENT OF GRADUATE STUDENTS

[Graduate Policies and Programs Committee's rationale presented in Attachment B-1.]

The Academic Senate recommends that the policy on continuous enrollment (1992-94 Catalog, page 100--see Attachment B-2), be amended to read:

Classified graduate students normally retain rights to the catalog under which they were classified providing they retain continuous enrollment as defined by the University. (See Leaves of Absence, page __.) Students not maintaining continuous enrollment lose classified graduate standing and will therefore be required to apply for readmission. Such students may be held for additional program or degree requirements which are current at the time of re-admission.

Concurrent enrollment for credit is not an option available to matriculated students; classified graduate students may not work for credit towards a degree through concurrent registration.

However, students who have been advanced to candidacy and who have completed all course work and units can maintain the required active degree program status without additional university registration by enrolling in the course "Graduate Continuing Enrollment" offered through Concurrent Enrollment (Open University). There are no units associated with this enrollment, but a fee will be required. Such enrollment will only be valid for so long as the student is within the time period allowed for the completion of the culminating experience requirement; i.e., students completing a thesis or project are allowed a maximum of three academic year semesters past the semester of first registration for the thesis or project units to complete. If not otherwise actively registered, the student must enroll in Graduate Continuing Enrollment each of the three semesters beyond the initial university enrollment for thesis or project units.

Students who do not finish the thesis or project within the semester of original enrollment will receive a grade of SP in their thesis course each semester (up to a total of three semesters) provided adequate progress has been made and continuous enrollment is maintained until the thesis or project is completed. If the student does not complete the culminating experience within the 4 total semester time limit, he or she will receive a No Credit (NC) grade for these units. Such students are then required to re-enroll for the thesis or project units before continuing their programs.

(DRAFT) 1994-95 ACADEMIC CALENDAR

FALL, 1994

May 9, 1994 (Mon)	CASPER (Computer Assisted Student Phone Entry Registration) Materials Available
June 27, to Aug. 4, 1994 (Mon-Thurs)	CASPER
Aug. 17-24, 1994 (Wed-Wed)	CASPER Plus (Late Registration or Schedule Adjustment)
Aug. 22, 1994 (Mon)	Academic Year Begins
Aug. 22-26, 1994 (Mon-Fri)	Department & University meetings, Instruction Begins
Aug. 29, 1994 (Mon)	Labor Day (Holiday)
Sept. 5, 1994 (Mon)	* Admission Day (Rescheduled) (Campus Open, Classes Held)
Sept. 12, 1994 (Mon)	** Columbus Day (Rescheduled) (Campus Open, Classes Held)
Oct. 10, 1994 (Mon)	*** Veteran's Day (Rescheduled) (Campus Open, Classes Held)
Nov. 11, 1994 (Fri)	Thanksgiving Day (Holiday)
Nov. 24, 1994 (Thurs)	* Holiday (Admission's Day Observed)
Nov. 25, 1994 (Fri)	Last Day of Instruction
Dec. 9, 1994 (Fri)	Final Examinations
Dec. 12-16, 1994 (Mon-Fri)	Winter Recess (Students)
Dec. 19, 1994-Jan. 24, 1995 (Mon-Tues)	Holiday, (Christmas Observed)
Dec. 26, 1994 (Mon)	** Holiday (Columbus Day Observed)
Dec. 27, 1994 (Tues)	*** Holiday (Veteran's Day Observed)
Dec. 28, 1994 (Wed)	+ Holiday (Lincoln's Birthday Observed)
Dec. 29, 1994 (Thurs)	++ Holiday (Washington's Birthday Observed)
Dec. 30, 1994 (Fri)	Holiday (New Year's Day Observed)
Jan. 2, 1995 (Mon)	Fall Term Grades Due
Jan. 3-4, 1995 (Tues-Wed)	Last Day of Fall Semester
Jan. 4, 1995 (Wed)	Winter Recess (Faculty)
Jan. 5-24, 1995 (Thurs-Tues)	72 Days of Instruction; 85 Faculty Work Days

SPRING, 1995

Nov. 21, 1995 (Mon)	CASPER (Computer Assisted Student Phone Entry Registration) Materials Available
Nov. 21, 1994 to Jan. 5, 1995 (Mon-Thurs)	CASPER
Jan. 16, 1995 (Mon)	Martin Luther King, Jr. Day (Holiday)
Jan 18-25 (Wed-Wed)	CASPER Plus (Late Registration or Schedule Adjustment)
Jan. 25, 1995 (Wed)	Spring Semester Begins
Jan. 25, 1995 (Wed)	???? (Previously Priority Add/Drop; Late Registration)
Jan. 26, 1995 (Thurs)	???? (Previously Open Add/Drop; Late Registration)
Jan. 27, 1995 (Fri)	Department Meetings, etc.
Jan. 30, to Feb. 10, 1995 (Mon-Fri)	CASPER 3 (Late Add/Drop) Note: Departments can identify courses that cannot be added.
Jan. 30, 1995 (Mon)	Instruction Begins
Feb. 13, 1995 (Mon)	+ Lincoln's Birthday (Rescheduled) (Campus Open, Classes Held)
Feb. 20, 1995 (Mon)	++ Washington's Birthday (Rescheduled) (Campus Open, Classes Held)
April 10-14, 1995 (Mon-Fri)	Spring Recess
May 19, 1995 (Fri)	Last Day of Instruction
May 22-26, 1995 (Mon-Fri)	Final Examinations
May 26-27, 1995 (Fri-Sat)	Commencement Ceremonies
May 29, 1995 (Mon)	Memorial Day Observance (Holiday)
May 31, 1995 and June 1, 1995 (Wed-Thurs)	Grades Due
June 1, 1995 (Thurs)	Last Day of Academic Year
75 Days of Instruction; 87 Faculty Work Days	
*, **, ***, +, ++	Holiday Observance Rescheduled

1994-95 ACADEMIC CALENDAR

ACADEMIC HOLIDAYS 1994-95

	Campus		Fall 1994	Pay Periods	Instr. Days	Exams	Other	Work Days
	Open	Closed						
Labor Day		X	September 5, 1994 (Monday)	(8/22-9/30)	24	5	(Registration, Orientation, & Other)	29
*Admission Day	X		September 12, 1994 (Monday)	(10/1-10/31)	21			21
**Columbus Day	X		October 10, 1994 (Monday)	(11/1-11/30)	20			20
**Veteran's Day	X		November 11, 1994 (Friday)	(12/1-12/31)	7	5	3 (Evaluation Day & Grades)	15
Thanksgiving Day		X	November 24, 1994 (Thursday)					
Christmas (Observed)		X	December 26, 1994 (Monday)					
New Year's Day (Observed)		X	January 2, 1995 (Monday)					
Martin Luther King, Jr. Day		X	January 16, 1995 (Monday)					
**Lincoln's Birthday (Observed)	X		February 13, 1995 (Monday)					
**Washington's Birthday	X		February 20, 1995 (Monday)					
Spring Recess		X	April 10-14, 1995 (Monday-Friday)					
Memorial Day (Observed)		X	May 29, 1995					
* Admission Day to be observed the day after Thanksgiving								
** Columbus Day, Veteran's, Lincoln's Birthday, and Washington's Birthday to be observed December 27-30, 1994.								

hol94b

[DRAFT B' 1995-96 ACADEMIC CALENDAR

FALL, 1995

May 8, 1995 (Mon) CASPER (Computer Assisted Student Phone Entry Registration) Materials Available

June 26 to Aug. 3, 1995 (Mon-Thurs) CASPER

Aug. 16-23, 1995 (Wed-Wed) CASPER Plus (Late Registration or Schedule Adjustment)

Aug. 22, 1995 (Tues) Academic Year Begins

[Note: The academic year cannot begin on Monday, August 22, 1995 because the first pay period cannot exceed 40 calendar days.]

Aug. 22-25, 1995 (Tues-Fri) Department & University Meetings

Aug. 28, 1995 (Mon) Instruction Begins

Sept. 4, 1995 (Mon) Labor Day (Holiday)

Sept. 12, 1995 (Mon) * Admission Day (Rescheduled) (Campus Open, Classes Held)

Oct. 9, 1995 (Mon) ** Columbus Day (Rescheduled) (Campus Open, Classes Held)

Nov. 10, 1995 (Fri) *** Veteran's Day (Rescheduled) (Campus Open, Classes Held)

Nov. 23, 1995 (Thurs) Thanksgiving Day (Holiday)

Nov. 24, 1995 (Fri) * Holiday (Admission's Day Observed)

Dec. 8, 1995 (Fri) Last Day of Instruction

Dec. 11-15, 1995 (Mon-Fri) Final Examinations

Dec. 18, 1995-Jan. 23, 1996 (Mon-Tues) Winter Recess (Students)

Dec. 25, 1995 (Mon) Holiday, (Christmas Observed)

Dec. 26, 1995 (Tues) ** Holiday (Columbus Day Observed)

Dec. 27, 1995 (Wed) *** Holiday (Veteran's Day Observed)

Dec. 28, 1995 (Thurs) + Holiday (Lincoln's Birthday Observed)

Dec. 29, 1995 (Fri) ++ Holiday (Washington's Birthday Observed)

Jan. 2, 1996 (Mon) Holiday (New Year's Day Observed)

Jan. 2-3, 1996 (Tues-Wed) Fall Term Grades Due

Jan. 3, 1996 (Wed) Last Day of Fall Semester

Jan. 4-23, 1996 (Thurs-Tues) Winter Recess (Faculty)

72 Days of Instruction; 84 Faculty Work Days

SPRING, 1996

Nov. 20, 1995 CASPER (Computer Assisted Student Phone Entry Registration) Materials Available

Nov. 20, 1995 to Jan. 4, 1996 (Mon-Thurs) CASPER

Jan. 15, 1996 (Mon) Martin Luther King, Jr. Day (Holiday)

Jan. 17-24, 1996 (Wed-Wed) CASPER Plus (Late Registration or Schedule Adjustment)

Jan. 24, 1996 (Wed) Spring Semester Begins

Jan. 24-26, 1996 (Wed-Fri) University and Department Meetings

Jan. 29, 1996 (Mon) Instruction Begins

Feb. 12, 1996 (Mon) + Lincoln's Birthday (Rescheduled) (Campus Open, Classes Held)

Feb. 22, 1996 (Thurs) ++ Washington's Birthday (Rescheduled) (Campus Open, Classes Held)

April 1-5, 1996 (Mon-Fri) Spring Recess

May 17, 1996 (Fri) Last Day of Instruction

May 20-24, 1996 (Mon-Fri) Final Examinations

May 24-25, 1996 (Fri-Sat) Commencement Ceremonies

May 27, 1996 (Mon) Memorial Day Observance (Holiday)

May 29-30, 1996 (Wed-Thurs) Spring Term Grades Due

May 30, 1996 (Thurs) Last Day of Academic Year

75 Days of Instruction; 87 Faculty Work Days

*, **, ***, +, ++ Holiday Observance Rescheduled

[DRAFT B] ACADEMIC HOLIDAYS 1995-96

1995-96 ACADEMIC CALENDAR

	Campus		Fall 1995	Pay Periods	Instr. Days	Exams	Other	Work Days
	Open	Closed						
Labor Day		X	September 4, 1995 (Monday)	(8/22-9/30)	24		4 (Registration, Orientation, & Other)	28
*Admission Day	X		September 12, 1995 (Tuesday)	(10/1-10/31)	22			22
**Columbus Day	X		October 9, 1995 (Monday)	(11/1-11/30)	20			20
**Veteran's Day (Observed)	X		November 10, 1995 (Friday)	(12/1-12/31)	6	5	1 (Evaluation Day)	12
Thanksgiving Day		X	November 23, 1995 (Thursday)	(1/1-1/4)			2 (Grades)	2
Christmas		X	December 25, 1995 (Monday)		72	5	7	84
New Year's Day		X	January 1, 1996 (Monday)		*****			
Martin Luther King, Jr. Day		X	January 15, 1996 (Monday)	(1/24-2/29)	24		3 (Registration, Orientation, & Other)	27
**Lincoln's Birthday	X		February 12, 1996 (Monday)	(3/1-3/31)	21			21
**Washington's Birthday	X		February 22, 1996 (Thursday)	(4/1-4/30)	17			17
Spring Recess		X	April 1-5, 1996 (Monday-Friday)	(5/1-5/30)	13	5	4 (Commencement, Evaluation & Grades)	22
Memorial Day (Observed)		X	May 27, 1996					
* Admission Day to be observed the day after Thanksgiving								
** Columbus Day, Veteran's, Lincoln's Birthday, and Washington's Birthday to be observed December 26-29, 1995.								
Spring Total:					75	5	7	87
ACADEMIC YEAR TOTAL:					147	10	14	171

Last Day of Fall: 1/3/96
 Commencement: 5/25/96
 Last Day of Spring: 5/30/96

ho195b



California State University, Sacramento
SACRAMENTO, CALIFORNIA 95819-6018

RESEARCH & GRADUATE STUDIES
278-7467, FAX 278-6163

MEMORANDUM


25 February, 1993

California State University, Sacramento,
6000 J Street
Sacramento, California 95819

MAR 1 1993

Academic
413 Senate Received

To: Charlotte Cook, Chair
Academic Senate

From:  Robert N. Rogers
Interim Associate Vice President

Re': Transmittal of GPPC recommendation:
Continuous Enrollment for Graduate Students

On behalf of the Graduate Program and Policies Committee and its chair, Mahlon Heller, I am forwarding the attached proposal to implement a process by which graduate students would be required to maintain continuous registration following their advancement to candidacy. This is the same proposal that was brought forward last year, but with some strengthening of the arguments and some additional data on the use of the funds that might be generated.

As I reported to you before, this is a policy that is strongly recommended by both the GPPC and the Graduate Coordinators.

Please let me know when it might be scheduled for the executive committee consideration. Several members of the GPPC indicated that they were anxious to attend in order to have the chance to present their arguments.

cc: Mahlon Heller, Chair, GPPC
Jolene Koester, AAVP

RESOLUTION ON CONTINUOUS ENROLLMENT OF GRADUATE STUDENTS

February, 1993

Recommendation:

The Graduate Policies and Program Committee recommends revision of policy so that a graduate student will be required to be enrolled continuously from the time of advancement to candidacy until graduation. Thesis students or others who are not otherwise enrolled will be required to enroll for "Graduate Student, Continuing" through concurrent enrollment. It is recommended that this course would carry zero units of credit and that the rate charged be the same as that charged for one (1) unit of credit through Continuing Education.

Rationale:

Experience at this and at other CSU campuses indicates the need for such a policy, particularly for the thesis or special project student. The main issues have to do with encouraging timely programmatic completion of graduate students, legally recognition of the presence on campus of the graduate student for the purpose of liability, access to library and laboratories, recognition of the advising load of faculty, and enabling departments to monitor their graduate students as they complete their programs. In more detail, some of the reasons supporting this recommendation are:

1. Timely Completion: The need to encourage students to finish in a timely fashion. The principal reason for lack of completion of the master's degree is the culminating experience requirement. Students complete their required coursework in a timely fashion, but many then tend to drag out the completion of the more open-ended culminating experience requirement. The requirement for continuing enrollment reminds and encourages the student on a regular basis of the need to complete. Before-and-after experience at several sister campuses indicates that a requirement for continuous enrollment strongly encourages students to complete their degree, in at least one case sharply decreasing the number of students requiring extension of maximum time limit for degree completion.
2. Departmental Advising and Records: The need of departments to be able to maintain contact with their graduate students as they complete their culminating experience requirement, and to recognize faculty effort through generation of appropriate FTE or concurrent enrollment credit units.
3. Protection of Faculty and Students: The need to have students in a recognized-registered status in order that they be covered by the usual liability and insurance coverage provided for students; i.e., non-students working in a laboratory do not have insurance for possible personal injury, faculty working with "non-students" are not covered for liability damages that the CSU normally provides, i.e. protection from legal suit, responsibility for injury, and the like.
4. Recognized Status for Access to Facilities: Like the above the need for students to be in an identified status in order that they may use university facilities, i.e., so that they are eligible for student's library privileges and access to classrooms, laboratories (including computing laboratories), and faculty offices.
5. Loan Eligibility Verification: The need for official enrollment verification in order to provide student loan eligibility certification for financial institutions.

Past history:

Policy for graduate student continuous enrollment has been approved in the past; statements indicating the existence of such requirements have been included in at least two previous catalog editions. However, previous passage of such policy was made without the appropriate administrative arrangements having been made, so the policy has never been implemented.

From the 1976 78 Bulletin: "CONTINUOUS REGISTRATION: All students who have been advanced to candidacy for the masters degree are required to register for credit each semester ... until all requirements are (met). Students required to register for credit" either by coursework or one or more units of thesis or special project. "provided cumulative enrollment in 500 or 502 does not exceed total units applicable to approved master's program after having been advanced to candidacy.

From the 1982-84 bulletin: "Students who have been advanced to candidacy and have completed all coursework may maintain active degree program status without additional university registration while completing the thesis, [etc.] provided the continuing enrollment fee is paid each semester. Students failing to maintain active status ... must reapply and pay accumulated continuing enrollment fees. "

Implementation:

As described in the revised bulletin copy below, the student who is not otherwise taking classes would be required to enroll at minimal cost in a course, "Graduate Continuing Enrollment," offered through Concurrent Enrollment (Open University). This enrollment would be equivalent to a "courtesy validation sticker" which is provided through concurrent enrollment, and would provide the student identification privileges, access to computer laboratories, etc., as well as permitting the student to obtain a library thesis card from the Graduate Studies Office.

Present and Proposed Bulletin Statements:

New statement of policy Continuous Enrollment

Classified graduate students normally retain rights to the catalog under which they were classified providing they retain continuous enrollment as defined by the University (See Leaves of Absence, page 70.) Students not maintaining continuous enrollment lose classified graduate standing and will therefore be required to apply for readmission. Such students may be held for additional program or degree requirements which are current at the time of re-admission.

Concurrent enrollment for credit is not an option available to matriculated students; classified graduate students may not work for credit towards a degree through concurrent registration.

Old statement: Continuous Enrollment

Classified graduate students normally retain rights to the catalog under which they were classified providing they retain continuous enrollment as defined by the University. (See Leaves of Absence, page 70.) However, Concurrent enrollment is not normally an option available to matriculated students; classified graduate students may not work for credit towards a degree through concurrent registration. An exception to this case involves concurrent enrollment in the Open University program. Concurrent enrollment is open only to nonmatriculated students; therefore, graduate students automatically lose classified graduate standing if they register through concurrent enrollment.

However, students who have been advanced to candidacy and who have completed all course work and units can maintain the required active degree program status without additional university registration by enrolling in the course "Graduate Continuing Enrollment" offered through Concurrent Enrollment (Open University). There are no units associated with this enrollment, but a fee will be required. Such enrollment will only be valid for so long as the student is within the time period allowed for the completion of the culminating experience requirement; i.e., students completing a thesis or project are allowed a maximum of three academic year semesters past the semester of first registration for the thesis or project units to complete. If not otherwise actively registered, the student must enroll in Graduate Continuing Enrollment each of the three semesters beyond the initial university enrollment for thesis or project units.

Students who do not finish the thesis or project within the semester of original enrollment will receive a grade of SP in their thesis course each semester (up to a total of three semesters) provided adequate progress has been made and continuous enrollment is maintained until the thesis or project is completed. If the student does not complete the culminating experience within the 4 total semester time limit, he or she will receive a No Credit (N/C) grade for these units. Such students are then required to reapply re-enroll for the thesis or project units before continuing their programs.

Students who have been advanced to candidacy and who have completed all course work may maintain active degree program status for a maximum of three semesters past the semester the student first registers for the thesis or project units without additional university registration while completing the thesis, project, or preparing for the comprehensive examination providing the student files a petition each semester with Graduate Studies to waive registration. These waivers are granted for no longer than a two-year period from the time the student first registers for the thesis or project units. .

Students who do not finish the thesis or project within the two years receive N/C grade for these units. Such students are then required to re-enroll for the thesis or project units before continuing their programs and may be held for additional program or degree requirements which are current at the time of re-enrollment.

Addendum regarding costs:

Distribution of Funds collected by RCE for enrollments:

- 17% to State Legislature
- 60% to schools and departments (operating expenses, personnel)
- 13% Off campus for:
 - Chancellor's office
 - State Overhead
 - State Workman's Compensation Insurance
- 10% to RCE
 - RCE makes negotiated transfers in support of services rendered to:
 - Library
 - University Computing and Communications
 - University Media Services
 - Admissions and Records
 - Finance Office

Data Concerning continuing enrollment fees through concurrent registration from a few other campuses sampled (all for 0 units):

Long Beach	\$124
Fresno:	\$193
Fullerton:	\$110
San Diego	\$260
San Francisco	\$309

Scholarship

Students who are enrolled in graduate degree programs in conditionally classified or classified standing shall be subject to academic probation if they fail to maintain a cumulative and semester grade point average of at least 3.0 in all units attempted subsequent to admission to the program. (See page 76 for an explanation of grading symbols and policies.)

Graduate or postbaccalaureate students shall be subject to disqualification if, while on probation, they fail to earn sufficient grade points to be removed from probationary status. Disqualification may be either from further registration in a particular program or from further enrollment at the campus.

A minimum grade point average of 3.0 for all graded work presented for the degree is required. No units with a grade lower than a C may be credited toward fulfillment of the requirements for a master's degree. "CR" grades are excluded in calculating grade points. It is the responsibility of the student to remedy performance or program deficiencies (indicated by D, F, U, I, W and SP grades) in the approved program prior to graduation.

Unclassified students will be disqualified if their grade point average falls below 2.5.

Post-baccalaureate students who meet grade point average requirements will be placed on Academic Warning if they earn one or two NC grades in a semester. Grades of NC earned in subsequent consecutive semesters will result in Probation, Continued Probation, or Disqualification, depending upon the number of NC grades earned and the semester grade point average.

Administrative-Academic Probation and Disqualification

Graduate and postbaccalaureate students may be subject to administrative-academic probation for the following reasons:

1. Withdrawal from all or a substantial portion of their courses in two successive terms or in any three terms.
2. Repeated failure to progress toward a degree or other program objective.
3. Failure to comply, after due notice, with an academic requirement or regulation.

Students who do not meet the conditions for removal of administrative-academic probation may be subject to administrative-academic disqualification. Students will receive written notification of administrative-academic actions with an explanation of the basis for the action and the appeal processes available to them.

Continuous Enrollment

Classified graduate students normally retain rights to the catalog under which they were classified providing they retain continuous enrollment as defined by the University. (See Leaves of Absence, page 73.) An exception to this case involves concurrent enrollment in the Open University program. Concurrent enrollment is open only to non-matriculated students; therefore, graduate students automatically lose classified graduate standing if they register through concurrent enrollment.

Students who have been advanced to candidacy and have completed all course work may maintain active degree program status without additional university registration while completing the thesis, project, or preparing for the comprehensive examination providing the student files a petition each semester with the Office of Research and Graduate Studies to waive registration. These waivers are granted for no

longer than a two-year period from the time the student first registers for the thesis or project units. Students who do not finish the thesis or project within the two years receive NC grades for these units. Such students are then required to re-enroll for the thesis or project units before continuing their programs and may be held for additional program or degree requirements which are current at the time of re-enrollment.

The "SP" Grading Symbol

The "SP" symbol is used in connection with courses that extend beyond one academic year. It indicates that work is in progress and has been evaluated and found to be satisfactory to date, but that assignment of a precise grade must await completion of additional work.

Cumulative units attempted may not exceed the total number applicable to the student's objective. Work is to be completed within a stipulated time period. This may not exceed one year except for graduate degree theses or projects for which the time may be up to two years, but may not exceed the overall time limit for completion of all master's degree requirements.

Any extension of time limit must receive prior authorization by the Associate Vice President for Research and Graduate Studies.

Time Limit

All requirements for the master's degree must be completed within seven years immediately prior to graduation.

Assistance

For assistance with University requirements and procedures, graduate students should contact the Office of Research and Graduate Studies, Food Service Building 215, (278-6470) or the Office of the Associate Vice President for Research and Graduate Studies, Food Service Building 211 (278-6402).



California State University, Sacramento
SACRAMENTO, CALIFORNIA 95819-6018

RESEARCH & GRADUATE STUDIES

278-7467, FAX 278-6163

Robert N. Rogers

Interim Associate Vice President

25 March, 1993

Summary Recommendation of Proposed Actions in Response to Consultant's Report on Research Service

Items 1. - 4. are connected through the effort to shift to a more pro-active approach to sponsored project development. The creation of the Grants and Sponsored Projects Office would be a major response to that shift.

1. Establish Grants and Sponsored Projects Office within Research and Graduate Studies.

Specification of duties and responsibilities and staff needs.

2. Enhance service image of Grants and Sponsored Projects Office, increase accessibility and clearly define policies and procedures.

Includes the development of CSUS-specific materials and workshops, establishment of communication networks such as departmental research liaisons,

3. Provide greater support for project and grant proposal development, contract development and negotiation and management of projects and budgets.

Clarify role of GSPO, clarify procedures, develop and disseminate a "Proposer's Handbook."

4. Better promote and publicize the grants awards and proposal efforts of faculty.

Issue regular reports on submissions and awards.

Items 5-6 relate to clarification of roles and responsibilities vis-a-vis the financial offices of the University and the Foundation.

5. Clearly define and implement the role of the university, via Research and Graduate Studies/Grants and Sponsored Projects Office, in determining indirect costs and administering project and grant awards.

Clarify the responsibilities and guidelines regarding approval of exceptional indirect costs approvals. Implement the indirect costs incentives plan.

6. Improve pre/post-award interface and other University/Hornet Foundation relationships.

Establish agreement regarding definitions of types of sponsored activities, responsibilities of Hornet Foundation vs. Grants and Sponsored Projects Office in pre-award and post-award process, cooperatively develop faculty guides to pre- and post-award procedures.

John Maxwell is out of town and has asked me to seek a Senate resolution in support of Athletics' and Physical Education's dedication of an April 3 CSUS track meet to Stan Wright. The "Stan Wright Invitational Track Meet" is to be part of a "Stan Wright Day," gathering former student-athletes to honor Stan.

Stan Wright was our Director of Intercollegiate Athletics from 1974 to 1979, after previously serving as our Track coach. You may remember that he was the assistant sprint coach for the 1968 US Olympic Team, and the head sprint coach for the Olympic Team in 1972. He is enrolled in the Olympic and the Black Athlete Halls of Fame. Stan is now retired in Sacramento but still active in many capacities on the US Olympic Committee.

All of us who knew Stan remember him as a warm and generous person who made many contributions to our University. He presided over a great improvement in our intercollegiate athletics program, but, more importantly, he played a crucial part in the early development of our cultural diversity program. He inaugurated, for instance the National Youth Sports Program, which is still a feature of our summer campus life.

(A personal note: Stan was John Maxwell's high school track coach.)

I hope that the Senate will agree that

(1) The Academic Senate recognizes April 3, 1993 as Stan Wright day and endorses the proposal to name the CSUS track meet of that day,

The Stan Wright Invitational Track Meet.

(2) The Academic Senate commends Stan Wright for his years of valuable service to California State University, Sacramento.

1, 2, 3

