

THE CALIFORNIA STATE UNIVERSITY
OFFICE OF THE CHANCELLOR



BAKERSFIELD

July 13, 2018

CHANNEL ISLANDS

MEMORANDUM

CHICO

DOMINGUEZ HILLS

TO: CSU Presidents

EAST BAY

FROM: Timothy P. White
Chancellor

FRESNO

FULLERTON

SUBJECT: Doctor of Audiology Degree Programs — Executive Order 1112

HUMBOLDT

LONG BEACH

Attached is a copy of Executive Order 1112, Doctor of Audiology (AuD) degree programs. This executive order is issued in conformity with the California Education Code and Title 5 of the California Code of Regulations. The requirements, policies and procedures specified within this executive order shall apply exclusively to AuD degree programs offered solely by the California State University; it does not address requirements of AuD programs offered jointly with other institutions.

LOS ANGELES

MARITIME ACADEMY

MONTEREY BAY

In accordance with policy of the California State University, the campus president has the responsibility for implementing executive orders where applicable and for maintaining the campus repository and index for all executive orders.

NORTHRIDGE

POMONA

If you have questions regarding this executive order, please call CSU Academic Programs and Faculty Development at (562) 951-4722.

SACRAMENTO

SAN BERNARDINO

TPW/amw

SAN DIEGO

Attachment

SAN FRANCISCO

c: CSU Office of the Chancellor Leadership
Provosts/Vice Presidents of Academic Affairs
Associate Provosts/Associate Vice Presidents of Academic Affairs
Deans of Education
Deans of Graduate Studies
Deans of Health and Human Services
Directors of Admissions and Records
Chairs of Communication Disorders

SAN JOSÉ

SAN LUIS OBISPO

SAN MARCOS

SONOMA

STANISLAUS

**THE CALIFORNIA STATE UNIVERSITY
Office of the Chancellor
401 Golden Shore
Long Beach, California 90802
(562) 951-4722**

Executive Order: 1112
Effective Date: July 13, 2018
Supersedes: No Prior Executive Order
Title: Doctor of Audiology Degree Programs

This executive order is issued in conformity with Sections 66041, 66041.1, 89030, 89030.1 and 89035 of the California Education Code and Sections 40050.4, 40517, 40518, 41023 and 41300 of Title 5 of the California Code of Regulations. This executive order establishes minimum requirements, policies and procedures that shall apply to all Doctor of Audiology (AuD) degree programs offered solely by the California State University (CSU); however, this policy does not address requirements of AuD programs offered jointly with other institutions. Campuses may establish policies in addition to those stated herein.

Article 1. Authorization

In accordance with Education Code Section 66041 and Title 5 of the California Code of Regulations Section 40050.4, the California State University is authorized to award the AuD degree independently of any other institution of higher education, provided that the program leading to the degree satisfies the criteria in Title 5 Section 40517. The degree shall be offered only in the discipline of audiology and shall provide curriculum grounded in evidence-based practice, prepare graduates to enter the field of audiology practice and shall be consistent with the requirements of the professional accreditation organizations.

Article 2. Admission

- 2.1** Each campus offering a program leading to an AuD degree shall establish admission requirements that, at minimum, meet the requirements established in Title 5 of the California Code of Regulations Section 41023. Admission shall be granted on a competitive basis; meeting the minimum requirements qualifies an individual for, but does not guarantee, admission to the program. Requirements for admission shall apply to all AuD applicants and shall include, at minimum, the following:
- a. The applicant holds an acceptable baccalaureate degree earned at an institution accredited by a regional accrediting association, or the applicant has completed equivalent academic preparation as determined by the appropriate campus authority.

- b. The applicant has completed all required prerequisite coursework for the campus program(s) to which she or he has applied, with a cumulative grade point average of at least 3.00.
- c. The applicant has demonstrated sufficient preparation to successfully undertake the coursework and clinical education required to practice as an audiologist. Evidence considered in the admission process shall include, but not be limited to:
 - i. Graduate Record Examination (GRE) scores taken within five years of application.
 - ii. An applicant-authored statement of purpose reflecting a commitment to audiology, including applicant's preparation for training in this profession, aptitude and motivation, commitment to working with diverse populations and the basis for interest in audiology.
 - iii. Personal interview or letters of recommendation.
- d. The applicant has met any additional requirements established by the chancellor in consultation with the faculty and any additional requirements prescribed by the appropriate campus authority.

2.2 Classified Standing

Per Title 5, Section 41011, an applicant who has met all admission criteria and who has been recommended by the program for admission shall be placed in classified standing.

2.3 Admission by Special Action

An applicant who does not qualify for admission under Article 2.1 may be admitted with classified graduate standing by special action if on the basis of acceptable evidence the applicant is judged by the appropriate campus authority to possess sufficient academic and professional potential pertinent to audiology education, and if the applicant is recommended by the program faculty for admission. The number of applicants admitted by special action shall not exceed fifteen percent of the applicants regularly admitted to the program in any one academic year.

2.4 Admission with Conditionally Classified Graduate Standing

An applicant who is ineligible for admission in accordance with Article 2.1 – because of deficiencies in prerequisite preparation – may be admitted with conditionally classified graduate standing if in the judgment of the program faculty the deficiencies could reasonably be rectified within the first year of the program. The student shall thereafter be granted classified graduate standing provided that the program faculty determine that the student had rectified all deficiencies within one year of beginning the program.

Article 3. Curricula

- 3.1** CSU AuD degree programs shall be structured as four-year, 11-semester programs (including summer terms) requiring a minimum of 110 semester units earned in graduate standing.
- 3.2** CSU AuD program curricula shall balance research, theory and practice, including clinical education.
- 3.3** Each CSU AuD program shall include a core curriculum that provides professional preparation for clinical practice and that includes, but is not limited to, foundational science, clinical sciences, behavioral sciences, professional practice, patient/client management and practice management. The core curriculum shall incorporate evidence-based practice, critical thinking and decision-making concepts.

Article 4. Degree Requirements

4.1 Program of Study

To be eligible for the AuD degree, the candidate shall have completed a program of study that includes both a qualifying examination or other doctoral qualifying assessment and a doctoral project that is consistent with the requirements specified in Title 5 Section 40517, within this executive order, and approved by the appropriate campus authority. Doctoral project requirements are specified in Article 5. Each campus shall establish policies and procedures for creating and amending a student's plan of study and shall disseminate them in the AuD student handbook or manual, pursuant to Article 9.2.

4.1.1 Grade Point Average

An overall grade point average of 3.00 (grade of B on a 4.00 scale) or better shall have been earned in aggregate across the courses taken to satisfy the requirements for the degree. A course for which no letter grade is assigned shall not be used in computing the grade point average.

4.1.2 Unit Requirements

At least 110 semester units (165 quarter units) required for the degree shall be in courses organized primarily for doctoral students. The remaining units required for the degree shall be in courses organized primarily for doctoral students or courses organized primarily for master's and doctoral students. The appropriate campus authority may authorize the substitution of credit earned by alternate means.

4.2 Academic Residence

No fewer than 75 semester (112 quarter) units shall be completed in residence at the campus awarding the degree. Campus-established residence requirements shall be specified in the AuD student handbook. At the discretion of the appropriate campus authority, courses required for CSU AuD programs that are completed at another CSU campus may apply toward the residence requirement at the CSU campus that awards the degree.

4.3 Transfer of Units

The campus may establish a transfer policy allowing the application to degree requirements of relevant graduate-level credits completed at another appropriately accredited institution.

4.4 Petitions for Variance in Degree Requirements

Each AuD degree program shall establish and implement policies regarding student petitions for variance in degree requirements. The AuD handbook shall specify policies and procedures by which a student may petition for a variance in degree requirements.

4.5 Comprehensive Exam

AuD programs may require a comprehensive examination. Students shall be required to pass a comprehensive examination within two attempts.

Article 5. Doctoral Project

- 5.1** The pattern of study shall include successful completion of an individual doctoral (not group) project that is expected to contribute to knowledge in hearing science or to an improvement in audiology practice, policy, or client outcomes.
- 5.2** The doctoral project shall demonstrate the student's doctoral-level mastery of research skills, hearing science and/or current evidence-based practice. It shall demonstrate critical and independent thinking and a command of the research literature.
- 5.3** The written component of the doctoral project shall demonstrate originality, evidencing critical and independent thinking. It shall be organized in an appropriate form and shall identify the research problem and question(s), state the major theoretical perspectives, explain the significance of the undertaking, relate it to the relevant scholarly and professional literature, identify the methods of gathering and analyzing the data, analyze and interpret data, and offer a conclusion or recommendation.
- 5.4** An oral defense or presentation of the doctoral project shall be required.
- 5.5** No more than 8 semester units (12 quarter units) shall be allowed for the doctoral project.

5.6 Appropriate Institutional Review Board (IRB) approvals shall be obtained prior to conducting any research involving human subjects. All doctoral projects must also adhere to Health Insurance Portability and Accountability Act requirements involving human subjects. Failure to obtain required IRB approval prior to collection of data on human subjects may disqualify a student from further use of those data.

5.7 Doctoral Project Options

A doctoral project proposal must be approved by program faculty. Approved proposals may be undertaken as projects that are developed under the guidance of faculty and approved by the doctoral project committee, as defined in section 5.9.2. Project options may include, but are not limited to, one or more of the following:

a. Evidence-Based Project

Evidence-based projects shall demonstrate a thorough synthesis of evidence related to a defined clinical question pertinent to the profession of audiology. Students shall produce a critical analysis of the literature, addressing the strength of evidence, synthesizing the findings of individual studies, interpreting the results, and applying the evidence to audiology practice. Both the written document and oral presentation will be reviewed according to a set of defined criteria specified in the AuD student handbook.

b. Hearing Science Project

Projects shall demonstrate a thorough synthesis of evidence. Students shall produce a critical analysis of the literature, addressing the strength of evidence, synthesizing the findings of individual studies and interpreting the results. Both the written document and oral presentation will be reviewed according to a set of defined criteria specified in the AuD student handbook.

c. Clinical Research Project

CSU AuD programs may use a clinical research project significant to the field of audiology. The project may be in the form of a meta-analysis, systematic review, clinical research project, or single-case research design project. Both the written document and oral presentation shall be reviewed according to a set of defined criteria specified in the AuD student handbook.

5.8 Doctoral Project Proposal

The program faculty shall establish policies, procedures and timelines for submission and approval of a doctoral project proposal. AuD program faculty shall assign the student project to a committee charged with reviewing and responding to doctoral project proposals.

5.8.1 Decision Regarding the Doctoral Project Proposal

The committee shall communicate in writing to the student, indicating approval to continue with the project, required modifications and the need to resubmit, or lack of approval to proceed with the project.

5.8.2 Resubmission of a Doctoral Project Proposal

If the doctoral project committee decision requires modification, the committee shall communicate to the student in writing the process and expectations for resubmission. The committee shall review the revised and resubmitted proposal and convey the committee's decision to the student in writing.

5.9 Doctoral Project Committee

5.9.1 Function of the Doctoral Project Committee

The student's doctoral project committee shall provide guidance and supervision for the development, completion and approval of the student's work. Both the written document and oral presentation shall be reviewed according to a set of defined criteria.

5.9.2 Membership of the Student's Doctoral Project Committee

The doctoral project committee shall have membership and qualifications as determined by the campus policy for forming such committees. Committee membership shall include at least three members with expertise appropriate to the project; at least two members shall be core faculty (see 10.1); and at least one of the members shall be tenured or tenure-track in the program. Faculty from other CSU campuses may be included in the committee membership.

5.9.2.1 Student's Doctoral Project Committee Chair

The chair shall be a tenured or tenure-track faculty member on the campus administering the AuD program and, in most cases, shall be a member of the core doctoral faculty as defined in Article 10.1. The doctoral project committee chair shall provide primary supervision for the student's project.

5.9.2.2 Appointment of Student's Doctoral Project Committee

The department's core faculty make the appointment of the student's committee chair and member(s). The AuD program director may allow the replacement of one or more committee members, based on the evaluation of a rationale provided by the student or a committee member.

Article 6. Satisfactory Progress

6.1 Requirement for Satisfactory Progress

Each AuD student shall be required to maintain satisfactory progress toward degree completion. The student shall be expected to complete satisfactorily all courses and examinations and shall complete the doctoral project within the time frame specified by the AuD program faculty.

6.2 Criteria for Satisfactory Progress

The AuD program faculty shall establish academic and other program criteria for satisfactory progress in the program. The academic criteria shall include, at a minimum, the following:

- a. the student shall maintain at least a 3.00 cumulative grade point average in the program;
- b. the student shall not have earned a grade point average below 3.00 in any two successive terms; and
- c. the student must earn a grade of C or better, or earn credit in a credit/no credit course, in all courses required for completion of the degree.

6.3 Credit/No Credit

The AuD program may accept credit/no credit in graduate work conducted toward satisfaction of degree requirements. Each campus program shall establish a policy regarding credit/no credit courses.

6.4 Probation

- 6.4.1 Students who fall below a 3.00 cumulative grade point average shall be placed on academic probation and notified in writing of this placement.
- 6.4.2 Students who fail to comply with a program requirement or regulation that is routine for all AuD students or for a defined group of students shall be placed on academic probation and notified in writing of this placement.
- 6.4.3 Students shall raise the cumulative GPA to a minimum of 3.00 in the following academic term in order to be removed from academic probation.

6.5 Disqualification

A student who fails to make satisfactory progress may be disqualified officially from the program, based on the recommendation of the AuD program faculty and in accordance with policies and procedures established by the campus.

6.5.1 A student may be disqualified only after a thorough review of the case, including appropriate consultation and submission of a written recommendation by the AuD program faculty. The student shall be notified in writing of the disqualification. The student shall have the opportunity to appeal the decision.

6.5.2 A student who has been disqualified from an AuD program shall not be allowed to enroll in doctoral-level courses in the same program or otherwise continue in an AuD program on that campus without formal re-application and re-admission.

Article 7. Advancement to Candidacy

For advancement to candidacy for the AuD degree, the student shall have achieved classified graduate standing and shall have met such particular requirements as the appropriate campus authority may prescribe. The requirements shall include a qualifying examination or other qualifying doctoral assessment.

Article 8. Time to Degree

8.1 The student shall have completed all requirements for the degree within five years of achieving classified standing in the doctoral program. The appropriate campus authority, consistent with campus policy, may extend by up to two years the time allowed for completion of the requirements under the following circumstances:

- a. the student is in good standing;
- b. the extension is warranted by compelling individual circumstances; and
- c. the student demonstrates current knowledge of research and practice in audiology as required by the campus.

8.2 During any period of approved extension, the AuD program faculty, at the conclusion of each term, shall determine whether an enrolled student has made satisfactory progress.

Article 9. Doctoral Advising and Mentoring

9.1 Definitions

Objectives appear below for advising (which is primarily an academic activity) and mentoring (for which the focus is on professional development).

9.1.1 AuD Advising shall be arranged by the AuD program and conducted by campus faculty members to address:

- a. promoting a well-planned and efficient AuD course of study that can be completed within the specified time; and
- b. creating a doctoral culture typified by:
 - i. scholarly discussion and dialogue that fosters critical inquiry;
 - ii. supervision of AuD candidates in the conduct of a doctoral project;
 - iii. guidance and information that foster professional development;
 - iv. advising students in their academic development; and
 - v. developing policies that address the objectives of advising, roles of faculty advisors, assignment of faculty advisors (including the student role in assigning faculty advisors) and advising responsibilities of doctoral project committee chairs.

9.1.2 AuD Mentoring shall be arranged by the AuD program to:

- a. support the development of expertise in research, theory, clinical education and practice;
- b. support and enhance professional experiences that foster clinical knowledge and skills;
- c. provide guidance and model professionalism to assist students as they apply what is learned in coursework toward audiology practice, policy and client outcomes;
- d. foster informal assessment and feedback designed to enhance student reflection on their own audiology skills, knowledge, and practice to become an entry-level practitioner.

9.2 Each program shall make available to enrolled students an AuD student handbook. In addition to information and policies specific to the program, the handbook shall expressly advise program participants that they are also governed by the campus catalog, which includes policies and other information applicable to all CSU students.

Article 10. Doctoral Faculty and Administrator: Definition and Roles

10.1 Core Doctoral Faculty

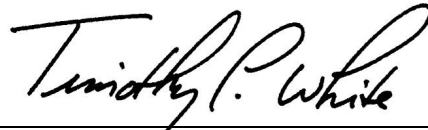
The term *core doctoral faculty* refers only to those audiology faculty and other campus faculty members who have disciplinary expertise and a scholarly record relevant to audiology and/or hearing science. Core members are eligible to serve in all AuD faculty roles: as primary doctoral course instructors, members of a student’s doctoral project committee, advisors and mentors to doctoral students, and members of Doctor of Audiology degree program governance groups.

10.2 Program Administrator

The AuD program administrator shall be a doctorate-prepared core faculty member employed full-time by the institution. The qualifications, appointment and removal procedures for this position shall be determined by the institution and the program, and shall be fully consistent with requirements of the national professional accreditation agencies.

10.3 Faculty from Other California State University Campuses

Faculty members affiliated primarily with other CSU campuses may teach or otherwise serve in the program, subject to rules and regulations governing such activity. These faculty members may serve as members of AuD examination committees or students’ doctoral project committees, subject to campus policy and the Collective Bargaining Agreement.



Timothy P. White, Chancellor

Dated: July 13, 2018