AGENDA

Executive Committee Meeting CSUSM Academic Senate

Wednesday ~ October 31, 2012 ~ 12-2 p.m. ~ Kellogg 5207

- I. Approval of agenda
- II. Approval of minutes of 10/24/2012 meeting
- III. Chair's report, <u>Jackie Trischman</u>

Referrals to committees: FAC University-wide Lecturer Evaluation policy

- IV. Provost's report, Emily Cutrer unable to attend
- V. CFA report, Don Barrett
- VI. Committee reports: BLP, GEC, NEAC, PAC, SAC
- VII. Consent Calendar Item

NEAC Recommendations

Committee	Seat & Term	Name(s)
Periodic Review Cmte W. Veres	At large, 12/13	Soheila Jorjani, Susan Thompson
Student Grievance Committee	Alt., At large 12-14	Karno Ng

VIII. Discussion items

- A. APC Maximum Units in Intersession
- B. University Advancement at November Senate meeting
- IX. EC members' concerns & announcements

APC: Maximum number of units during intersession

Rationale

Each unit of credit in a course represents approximately 45 hours of student effort (both inside the classroom/laboratory and in work outside of class). In a traditional semester-length lecture course, students are expected to devote two additional hours outside of class for each hour of lecture, for a total of three hours per unit in every week of a semester. Intersession is a compacted time period and therefore needs guidelines for the number of units a student can register for so that the work may be completed successfully.

Definition

The purpose of this policy is to establish guidelines for the maximum number of units students can take during intersession.

Authority

The president of the university

Scope

This policy applies to undergraduate and graduate students and curriculum.

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I. Number of days in the intersession and maximum number of units

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Each unit of credit in a course represents approximately 45 hours of student effort (both inside the classroom/laboratory and in work outside of class). Students taking classes in an intersession do not require approval to register for classes that are within the maximum number of units allowed according to the following table:

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3-8 days = 1 unit 9-13 days = 2 unit 14-19 days = 3 units 20-24 days = 4 units 25-30 days = 5 units

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II. Approval of excess units and appeals

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A student must obtain approval for a course overload (units in excess of those indicated in the table in section I) from the academic advisor. If such a request is denied, an appeal may be made to the appropriate college dean (or designee) of the student's major. In general, only students with superior academic records and a demonstrated need for such excess enrolment will be allowed to enroll for course overloads.

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