

Approved by the Faculty Senate, February 6, 2014.

FS 13/14-41/CPC/EX Program For Bachelor Of Arts/Bachelor Of Science: Special Major, Amendment Of FSP00020.htm

The Faculty Senate recommends the following revisions to the Program For Bachelor of Arts/Bachelor of Science: Special Major policy to be effective January 2014:

- 1) Update the policy to use current, correct, and specific terms (e.g. Associate Dean for Undergraduate Studies, academic unit);
- 2) Require coursework from at least two academic units;
- 3) Raise the entering minimum GPA to 2.5;
- 4) Revise the policy to reflect recent policy changes to the Degree Programs Policy, specifically the minimum major units requirements;
- 5) Remove the procedures language from the policy itself

I. Special Major Definition

- A. The Special Major for a Bachelor of Arts or a Bachelor of Science degree is designed for those students whose needs and goals cannot be met by existing degrees authorized by this University.
- B. The special major degree can be a first and only major, or a second major.
- C. Special majors will be approved only in academic areas where sufficient course work exists to provide the necessary depth and breadth for planning a comprehensive academic program.
- D. Programs will be interdisciplinary in nature and will require at least six units of coursework in each of at least two academic units. In addition, review and approval by at least two faculty advisors (chosen from the academic units in which these courses will be taken) is required.
- E. Programs are not to duplicate existing University degree programs, minors or certificates, and the requirements are to equal or exceed those for other campus degree programs.
- F. A program does not qualify for Special Major designation until it has received the approval of all individuals (advisers, chairs, associate deans, and the Associate Dean for Undergraduate Studies.) All approvals should be obtained at least one year in advance of graduation date.
- G. Approved programs must meet specific educational and career objectives and learning outcomes that are set forth by the student and approved by the student's advisers for the major, the appropriate Department Chairs and Associate Dean(s), and the Associate Dean for Undergraduate Studies in the Office of Academic Affairs.

II. Specific Grade Point Average Requirement

Before submitting the application to begin work on the Special Major, the student must have a cumulative grade point average of **2.5** on all course work completed to that point.

III. Specific Unit Requirements:

- A. A minimum total of 120 units are required for the Bachelor of Arts or Bachelor of Science Special Major.
- B. No more than 6 units may be in Independent Study (199 or similar courses) and Fieldwork (195 or similar courses).
- C. The unit requirements for the major are:

BA: no less than 24 units with at least 12 upper division units

BS: no less than 36 units with at least 18 upper division units

NOTE: All other University requirements for a Bachelor's degree, such as State Code, General Education, upper division requirements, etc., must be met.

In all cases, at least two-thirds of the upper division units must be taken in residence at CSU Sacramento.

The following will be taken out of the policy itself but linked to the policy via hyperlink.

IV. Procedures

- A. Type, date and sign a carefully prepared statement setting forth the rationale for requesting the special major.
 1. Include the specific educational or career objectives that the major is to fulfill.
 2. Clearly explain why the proposed major is more appropriate in fulfilling the stated objectives than existing authorized degree programs, minors or certificates.
 3. The statement should also clearly articulate the student learning outcomes of the proposed Special Major.

- B. The completed statement is to be submitted to at least two faculty advisers who will determine if the requirements of the proposed major and the degree objectives can be met reasonably at this University. If so, the faculty advisers should assist you in developing a course of study.

- C. With the assistance of the faculty advisers, list your proposed course of study on the attached program planning sheet.
 1. The advisers must sign a copy of the program planning sheet recommending approval or disapproval of the proposed program.
 2. Then the program must be approved by the academic unit chair/program coordinator in which courses will be taken.

- D. Special major programs must also be reviewed and approved by the Associate Dean of each College for which your special major is undertaken.

- E. Submit the rationale statement and six copies of the signed proposed plan of study to the Associate Dean for Undergraduate Studies who will review and approve or disapprove the course of study. If the program is approved, copies will be distributed to the student, the advisers, the Registrar, and the Associate Dean(s). The original will be retained by the Associate Dean for Undergraduate Studies.

- F. Subsequent changes in the course of study must be requested on the "Revision to Program for Special Major," and be approved by the advisers, the Academic Unit Chairs/Program Coordinators, and the Associate Dean(s), and be submitted (six copies) to the Associate Dean for Undergraduate Studies.

Carried.