COMMITTEE REPORT OF ADOPTION OF POLICY RECOMMENDATION

DATE: September 20, 2011

TO: Steven Stepanek, Faculty President

FROM: Education Policies Committee

BY: Elizabeth T. Adams, Senior Director, Undergraduate Studies

Name of proposed policy: Basic Skills Policy

At its meeting on May 4, 2011 the Committee adopted a policy recommendation by passing the following motion:

MSP:

Suggested Changes to Policy: (EPC CHANGES)
All four sections of Basic Skills coursework must be completed by students within their first 60 units. All first-time freshmen will have mandatory advisement starting with their initial enrollment at the University and continuing each semester until the completion of Basic Skills Mandatory advisement of all freshmen will help students to meet this requirement. Coursework must be completed as follows:

1) Students will begin coursework in analytical reading and expository writing and in mathematics during their first semester. Students will continue to enroll sequentially each semester in the appropriate analytical reading and expository writing and mathematics courses as advised until they complete GE writing and math requirements of Basic Skills coursework. Completion of these requirements must be within the first four semesters or 60 units, whichever comes first.

2) Students will complete coursework in GE oral communication either simultaneously with analytical reading and expository writing or within a year after completing GE writing two consecutive semesters in GE oral communication and GE critical thinking within the first 60 units.

3) Students will enroll in GE critical thinking after completing GE math and still (within their first 60 units).
Current policy or catalog copy:

All Basic Skills courses must be completed by students within their first 60 units. All first-time freshmen will have mandatory advisement starting with their initial enrollment at the University and continuing each semester until the completion of Basic Skills.

Students will enroll in the appropriate writing and mathematics courses as advised until they complete GE writing or math within the first four semesters or 60 units, whichever comes first. Students will enroll either simultaneously or within two consecutive semesters in GE oral communication and GE writing. Students will enroll in GE critical thinking after completing GE math (within their first 60 units).

Proposed policy or catalog copy:

Procedures (if applicable):

Summary of Supporting Reasons:

Students who fail to continuously register for the appropriate writing and mathematics course are less likely to pass the needed general education class. In addition, students who postpone completing their basic subject requirements until after they have junior standing are less likely to graduate.