**California State University (CSU) Dominguez Hills**

**Academic Senate**

**EPC 14-13**

**Establishing A Review Procedure for Double-Counting Major/Minor and Upper Division General Education Courses**

**Second Reading**

Resolved: That the Academic Senate of CSUDH of recommend that the following be adopted as the procedure for allowing a department or academic program to double-count a maximum of six upper division units toward the major and upper division General Education or toward the minor and upper division General Education:

* A course may be double-counted to satisfy requirements in *either* the major and the upper division General Education *or* minor and the upper division General Education. Courses *cannot* be double-counted for the major and minor.
* A department or program wishing to double-count an existing upper division General Education course in its major or minor should submit to the CSUDH Office of Academic Programs a packet that includes:

1. a copy of the syllabus of the course that is already approved as an upper division General Education course,
2. a copy of the major or minor program learning outcomes, and
3. a written justification articulating how the existing General Education course meets the major or minor program learning outcomes.

This request will be reviewed by the departmental curriculum committee, college curriculum committee, college deans, and the University Curriculum Committee for approval.

* A department or program wishing to double-count an existing course in its major or minor as an upper division General Education course should submit to the CSUDH Office of Academic Programs a packet that includes:

1. a copy of the syllabus of the major or minor course that is claimed to meet upper division General Education program learning outcomes,
2. a copy of the major or minor program learning outcomes, and
3. a written justification articulating how the major or minor course meets the existing upper division General Education learning outcomes for the specify area(s) (i.e., F1, F2, F3, or F4).

This request will be reviewed by the departmental curriculum committee, college curriculum committee, college deans, the General Education Committee and its SMT, SBS or HUM sub-committees as appropriate, and the University Curriculum Committee for approval.

**Rationale:**

In efforts to comply with recent amendments to Title 5 CCR § 40508 The Bachelor's Degree: Total Units [[1]](#footnote-1), many programs reduced the number of units specific to their major which may have an impact on program quality*.* Allowing baccalaureate programs to double-count courses to satisfy requirements in *either* the major and the upper division General Education *or* minor and the upper division General Education will help preserve program quality while maintaining adherence to maximum number of units required for a baccalaureate degree. The practice of double-counting upper division General Education, with major or minor courses has already occurred across the institution. For example, Liberal Studies, Nursing, and Humanities all have course(s) in their major or minor that double-count for upper division General Education requirements. This resolution will also formalize the procedures for departments or programs that wish to pursue this option making it transparent and open to all.

1. Title 5 CCR § 40508 The Bachelor's Degree: Total Units.

   Each campus shall establish and maintain a monitoring system to ensure that justification is provided for all program requirements that extend the baccalaureate unit requirement beyond 120 semester units. As of the fall term of the 2013-14 academic year, no baccalaureate degree programs shall extend the unit requirement beyond 120 semester units, with the exception of the Bachelor of Architecture, Bachelor of Music, Bachelor of Fine Arts, and Bachelor of Landscape Architecture degrees. The Chancellor may authorize exceptions to system or campus requirements for degree programs. In fulfillment of this regulation, the Chancellor may require adjustments to program requirements in order to achieve the 120 semester units. [↑](#footnote-ref-1)