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ACADEMIC SENATE

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COMMITTEE ON INSTRUCTION AND CURRICULUM

22-23 CIC 42

Monday, March 20 , 2023

TO: The Academic Senate

FROM: Committee on Instruction and Curriculum (CIC)

SUBJECT: 22-23 CIC 42: Update to [20-21 CIC 4](#): Academic Alert Policy - Add new University Writing Requirement

PURPOSE: Approval by the Academic Senate

ACTION REQUESTED: That Academic Senate approve the proposed policy amendment below, upon signature of the president, effective fall 2023.

BACKGROUND INFORMATION:

In [21-22 CIC 50](#), the Senate proposed a revised University Writing Requirement (UWR) to correspond to the system-wide Graduation Writing Assessment Requirement (GWAR) which now requires a course-based approach rather than high stakes testing. Cal State East Bay had been temporarily exempted from GWAR beginning with the pandemic, due to our use of the Writing Skills Test, which has now been banned from GWAR. With the resumption of GWAR in AY 2023-2024, the Senate needs to consider both the impact of certain policies on the new scenario and the (short-term) effect of the implementation on policies. (See [AD Watnik's letter](#) to CIC for a fuller discussion of policy impacts.)

The proposal here is to add academic alert¹ status to a student's academic record if they do not satisfy the UWR in a timely manner, where timely manner is defined by the program roadmaps. (Draft program roadmaps including UWR are [here](#).)

For programs that have UWR satisfied as part of the capstone or another 400-level class, completion in a timely manner will be by the end of the senior year.

For programs that do not have UWR in the capstone or 400-level course, UWR satisfaction will be explicitly designated on the program roadmap during the junior year. Students in this category who have not completed or enrolled in a UWR class by the second semester of their junior year will have academic alert status added to their record.

Administrative academic alert is proposed rather than registration holds for two main reasons. Holds can be difficult and confusing for students and may discourage them from returning for the next semester or may delay their enrollment so much that they can't get the classes they need. Administrative academic alert would allow for intervention from APS/advisors for students who are unaware of the requirement or who may be avoiding it because of negative experiences with writing requirements in the past.

POLICY AMENDMENTS

Administrative Academic Alert

As authorized by Title 5 of the California Code of Regulations, a student may be placed on administrative academic probation for:

- withdrawal or administrative disenrollment from all or a substantial portion of a program of studies in two successive terms or in any three terms. (*Note: A student whose withdrawal is directly associated with a chronic or recurring medical condition or its treatment is not subject to administrative academic probation for such withdrawal*);
- repeated failure to progress toward the stated degree objective or other program objective, including that resulting from the assignment of 15 semester units of “NC,” when such failure appears to be due to circumstances within the control of the student
- failure to comply (after notification) with an academic requirement or regulation, as defined by campus policies, which apply to all students or a defined group of students. These academic requirements and regulations include, but are not limited to,
 - failure to complete a required practicum
 - failure to comply with professional standards appropriate to the field of study

¹ Note that the term “academic probation” was recently changed to “academic alert” (see [22-23 CIC 3](#)) and this policy proposal reflects this change in terminology.

- failure to complete a specified number of units as a condition for receiving student financial aid or making satisfactory progress in the academic program
- failure to complete General Education Areas A2 and B4 by the end of the third semester of a student's undergraduate study
- failure to complete the University Writing Requirement in a timely manner, as defined by the roadmap for the student's major