CSU Degree Proposal: Faculty Check List

Please confirm (✓) that the following are included in the degree proposal:

☐ The total number of units required for graduation is specified (not just the total for the major):

☐ A proposed bachelor’s program requires no fewer than 120 semester units

☐ Any proposed bachelor’s degree program with requirements exceeding 120 units must provide a justification for the excess units

☐ Please specify the total number of prerequisite units required for the major.
   Note: The prerequisites must be included in the total program unit count.

   List all courses and unit counts that are prerequisite to the major:
   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________

☐ Title 5 minimum requirements for bachelor’s degree have been met, including:

☐ Minimum number of units in major (BA 24 semester units), (BS 36 semester units)

☐ Minimum number of units in upper-division (BA 12 semester units), (BS 18 semester units)

☐ Title 5 requirements for proposed master’s degree have been met, including:

☐ Minimum of 30 semester units of approved graduate work are required

☐ No more than 50% of required units are organized primarily for undergraduate students

☐ Maximum of 6 semester units are allowed for thesis or project

☐ Title 5 requirements for master’s degree culminating experience are clearly explained.

☐ For graduate programs, at least five-full time faculty with terminal degrees in appropriate disciplines are on staff.
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Please confirm (✓) that the following are included in the degree proposal:

☐ For self-support programs:

☐ Specification of how all required EO 1099 criteria are met
☐ The proposed program does not replace existing state-support courses or programs
☐ Explanation of why state funds are either inappropriate or unavailable
☐ A cost-recovery program budget is included *
☐ Student per-unit cost is specified
☐ Total cost for student to complete the program is specified

* Cost Recovery Budget Elements

- Revenue and Enrollment Projections
- Direct Expenses
  Instructional and Operational Costs
- Indirect Expenses
  Campus partners
  Campus reimbursement general fund
  Extended Education overhead
  Chancellor’s Office overhead
- Reinvestment funds for program development