

1 San José State University
2 Academic Senate
3 Instruction & Student Affairs Committee
4 May 15, 2017
5 Final Reading
6

AS 1650

7 **Policy Recommendation**
8 **Codification and Revision of Undergraduate Student Honors**
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11 **Legislative History**
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13 In 1996, F96-5 codified several previous Senate policies on honors, replaced
14 previous University Policies S 65-24, F 86-5, S 93-6, S 66-7, F 85-9, S 86-7,
15 and used forgotten information from supposedly superseded policies F65-12
16 and F67-10.
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18 **RESCINDS AND REPLACES STUDENT**
19 **HONORS POLICY: F96-5**
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22 Whereas, San José State University's current policy codifying student honors, F96-5, is
23 more than 20 years old; and
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25 Whereas, Several conditions of F96-5 have not been consistent in their implementation; and
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27 Whereas, Awarding Honors at Entrance for freshmen based on GPA, ELM, and EPT
28 scores is difficult to implement because they are not awarded until after the
29 student matriculates; and
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31 Whereas, Determining President's and Dean's Scholars based on a two-semester "block of
32 work" excludes the possibility of entering students earning honors their first
33 semester, causes confusion for students and advisors, and complicates the
34 computing process; and
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36 Whereas, Students and faculty have requested a means by which honors-level work could
37 be recognized in interdisciplinary course sequences; therefore be it,
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39 Resolved, The attached document rescinds previous policy F96-5 and implements
40 "Undergraduate Student Honors at San José State University."
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UNDERGRADUATE STUDENT HONORS AT SJSU

1.0 Overview and General Procedures

1.1 In order to encourage and reward outstanding academic achievement of students, San José State University awards honorific designations in these categories:

[2.0 The Semester Honor Roll: President's and Dean's Scholars](#)

[3.0 Departmental Major Honors](#)

[4.0 Honors in a Special Course Sequence](#)

[5.0 Latin Honors at Graduation](#)

1.2 All references to grade point average (GPA) in this document are to a 4.0 letter grading system, as defined in the SJSU catalog.

2.0 The Semester Honor Roll: President's and Dean's Scholars

2.1 Honor Roll designations will be determined twice a year, for the Fall and Spring semesters. Summer and Winter term coursework does not play any role in determining Fall and Spring Honors.

2.2 Only SJSU courses are counted for honor roll calculations. A minimum of 12 letter-graded units (UG) is required to qualify for consideration. Credit (“CR”) grades are not counted either in the calculation of grade point average nor towards the 12-unit minimum. Any grades below “C” (2.0) and/or any No Credit (“NC”) grades disqualify a student from consideration.

2.3 The determination and transcript notation of honor roll designations shall be done as soon as possible following the census date of the following Fall or Spring semester.

2.4 Semester honors may be awarded retroactively for students who have Incomplete (“I”) and/or Report Delayed (“RD”) grades that are cleared after honors status reporting per Section 2.2 and 2.3 of this policy. Retroactive honors requests shall be submitted to the Office of Graduate and Undergraduate Programs.

2.5 Any undergraduate student who has earned an SJSU GPA of 4.00 for the Fall or Spring semester shall be deemed to be a President’s Scholar for that semester.

2.6 Any undergraduate student who has earned an SJSU GPA of 3.65 or higher GPA shall be deemed to be a Dean’s Scholar for that semester.

2.7 Recognition and Privileges

91 **2.7.1** All honor roll awards, whether earned for the previous Fall or for the
92 previous Spring, will be recognized at the yearly Honors Convocation
93 organized by the Office of the Provost and held during the Spring semester
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96 **2.7.2** Honor roll status will be shown on the transcript beneath the semester
97 in which it is earned, together with a notation explaining what the
98 designation means.
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100 **3.0** Departmental Major Honors 101

102 **3.1** Qualifications: Departmental major honors are awarded to students who successfully
103 complete an approved program with their major.
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105 **3.1.1** Each department that elects to have a major honors program
106 should customize the program to its individual discipline.
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108 **3.1.2** Departmental major honors programs must be approved by the same on-
109 campus mechanisms that are used to approve other academic programs. This
110 includes review by the appropriate college curriculum committee and the
111 relevant curriculum committees of the Academic Senate.
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113 **3.1.3** Approved departmental major honors programs are then filed
114 with the Office of Graduate and Undergraduate Programs, which
115 then notifies the appropriate campus agencies to begin
116 implementation.
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118 **3.2** Criteria for departmental major honors programs: honors should be earned by specific
119 honors level work as contrasted to work only in regular classes and should reflect the
120 student's choice to attempt departmental major honors.
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122 **3.2.1** Departmental major honors should be awarded strictly for academic
123 achievement (GPA and specified coursework).
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125 **3.2.2** Departmental major honors will be given only to students who
126 distinguish themselves within their department with outstanding academic
127 achievement. Among the methods used to measure this achievement, there
128 must be a component that uses grades earned in the department.
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130 **3.2.2.1** This may include use of a minimum GPA requirement in the major
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132 **3.2.2.2** This may include use of a minimum GPA requirement
133 in a specified group of departmental major courses
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3.2.3 There must be a component of academic work that is unique to the departmental major honors program, (*e.g.*, honors thesis, an honors colloquium, etc.)

3.2.4 There may be other components as recommended by the department and approved by the relevant committees.

3.2.5 Programs must be constructed so as to provide the opportunity for transfer students to participate.

3.2.6 All indications of departmental major honors prior to successful completion of all requirements must be noted as tentative and dependent upon maintenance of honors standards in the student’s final semester.

3.3 Recognition and Privileges

3.3.1 Departmental major honors status will be shown on the transcript, together with a notation explaining what the designation means.

3.3.2 Departmental major honors status will be indicated on the official diploma of the student.

4.0 Honors in a Special Course Sequence

4.1 Qualifications: Honors in a Special Course Sequence (SCS) are awarded to students who successfully complete an approved SCS honors program.

4.1.1 SCSs are unique course sequences outside of a major program, which provide students with an interdisciplinary perspective on topics of broad interest. By their nature, SCSs require curricular oversight and subject expertise across departments and/or colleges. SCSs are subject to the same unit minima as minors.

4.1.2 Honors requirements for a SCS must be approved by the same on-campus mechanisms used to approve other academic programs. This includes review by the appropriate college curriculum committee(s) and the relevant curriculum committees of the Academic Senate.

4.1.3 Approved SCS honors programs are then filed with the Office of Graduate and Undergraduate Programs (GUP), which then notifies the appropriate campus agencies to begin implementation.

179 **4.2** Criteria for SCS honors: honors should be earned by specific honors level work in the
180 designated SCS.
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182 **4.2.1** SCS honors should be awarded strictly for academic achievement (GPA and
183 specified coursework).
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185 **4.2.2** SCS honors will be given only to students who distinguish themselves
186 within their SCS with outstanding academic achievement. Among the
187 methods used to measure this achievement, there must be a component that
188 uses grades earned in the SCS.
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190 **4.2.2.1** This may include use of a minimum GPA requirement in the SCS
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192 **4.2.3** There may be other components as recommended by the coordinating
193 body and approved by the relevant committees.
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195 **4.2.4** All indications of SCS honors prior to successful completion of
196 all requirements must be noted as tentative and dependent upon
197 maintenance of honors standards in the student's final semester.
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201 **4.3** Recognition and Privileges 202

203 **4.3.1** SCS honors status will be shown on the transcript, together with a
204 notation explaining what the designation means.
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207 **4.3.2** SCS honors status will be indicated on the official diploma of the student.
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210 **5.0** Latin Honors at Graduation 211

212 **5.1** Qualifications 213

214 **5.1.1** The Latin honors designations depend upon the achievement of a
215 high grade point average at graduation in each of two categories:
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217 **5.1.1.1** An "All College" GPA, which reflects all graded, accredited
218 baccalaureate work and assures that the honor is bestowed for
219 outstanding achievement in the earning of the entire degree; and
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221 **5.1.1.2** The "SJSU cumulative" GPA, which reflects all graded

222 collegiate work at this university and assures that the honor (also)
223 reflects outstanding achievement in work completed at SJSU.

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225 **5.1.1.3** Each average will include work completed during the semester
226 immediately preceding graduation. Graduation programs will note that
227 indications of honor awards are tentative and depend on maintenance of
228 honors standards in the student's final semester.

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230 **5.1.2** Any undergraduate student who has earned a 3.90 or higher GPA (both
231 All College and SJSU Cumulative), shall graduate Summa Cum Laude.

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233 **5.1.3** Any undergraduate student who has earned a 3.70 or higher, but less
234 than 3.90, GPA (both All College and SJSU Cumulative), shall graduate
235 Magna Cum Laude.

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237 **5.1.4** Any undergraduate student who has earned a 3.50 or higher, but less
238 than 3.70, GPA (both All College and SJSU Cumulative), shall graduate
239 Cum Laude.

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241 **5.2 Recognition and Privileges**

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243 **5.2.1** All those earning Latin honors shall be authorized to wear a symbol on
244 their academic regalia, which shall be chosen by an appropriate Academic
245 Senate committee.

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247 **5.2.2** Latin honors status will be indicated on the transcript, together with a
248 key explaining what the designation means.

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250 **5.2.3** Latin honors status will be indicated on the official diploma of the student.

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253 Approved: April 3, 2017

254 Vote: 11-0-0

255 Present: Kaufman (Chair), Walters, Yao, Simpson, Miller, Wilson, Nash, Perea, Mendoza,
256 Spica, Sen, Bruck (non-voting)

257 Financial impact: None

258 Workload impact: The result of this policy would be a decrease in the number of students
259 receiving honors (elimination of Honors at Entrance) and potentially smaller numbers of Latin
260 honors designations due to higher GPA requirements. Semester honors designations will be
261 determined on a shorter time scale, but by eliminating the use of the past 3 semesters work,
262 fewer total honors designations are likely.

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