

1 SAN JOSE STATE UNIVERSITY
2 Academic Senate
3 Curriculum and Research Committee
4 May 13, 2019
5 Final Reading

AS 1737

6
7 **POLICY RECOMMENDATION**
8 **Combined Bachelor's and Master's Programs Policy**

- 9 Whereas: No current university policy exists to guide the development of a combined
10 Bachelor's to Master's degrees program at San José State University, and
- 11 Whereas: [Coded Memorandum AA-2012-01](#) specifies the minimum requirements for
12 establishing a "blended degree model" which at SJSU shall be referred to
13 as the Combined Bachelor's and Master's Programs (CBMP) Policy, and
- 14 Whereas: The CBMP would support students in the pursuit of advanced degrees in
15 the same or different fields, and
- 16 Whereas: Adopting this model may streamline students' pathway to completing the
17 Master's degree program, and
- 18 Whereas: Title 5 requires completion of a minimum of 120 units for a Bachelor's
19 degree and a minimum of 30 units for a Master's degree, and
- 20 Whereas: This policy differs from university policy [S89-2](#) on graduate credit for
21 undergraduates, which permits students to take as many as 6 units of
22 graduate work in their last undergraduate semester and apply those units
23 (via petition, and only if those units are not counted towards
24 undergraduate requirements) to a subsequent graduate program.
- 25 Whereas: The decision to offer a CBMP would be exclusively the decision of the
26 department/school faculty with curricular approval following normal SJSU
27 processes; therefore, be it
- 28 Resolved: That programs interested in establishing a CBMP be allowed to offer the
29 program as described in this policy.
- 30 Approved: 05/06/2019
- 31 Vote: 9-0-0
- 32 Present: Marc d'Alarcao, David Emmert, Cynthia Fernandez-Rios, Susana Khavul,
33 Cara Maffini, Anand Ramasubramanian, Winifred Schultz-Krohn, Pam
34 Stacks, Brandon White

35 Absent: Thalia Anagnos, Lynne Trulio

36 Workload Impact: A temporary increase in workload at department, college, and
37 university level for curriculum committees, chairs, associate deans,
38 Undergraduate Studies staff and College of Graduate Studies staff
39 as programs develop curriculum and application processes for a
40 CBMP.

41 A significant increase in workload is anticipated for Graduate
42 Admissions Program Evaluation, Registrar's Office, and financial
43 aid staff members to develop business processes and PeopleSoft
44 applications for tracking and implementation.

45 Financial Impact: None anticipated

Combined Bachelor's and Master's Programs Policy

I. Academic Objectives of a Combined Bachelor's and Master's Program (CBMP)

1. To provide an accelerated route to a graduate degree.
2. To provide a seamless process whereby students (first time freshman or transfer) can progress from undergraduate to graduate status without having to apply through the Admissions Office.

II. Establishment of a CBMP

Academic units that choose to establish a CBMP must follow the normal curricular review process. This program must meet the following minimum criteria:

1. Title 5 requires the completion of a minimum of 120 units for a Bachelor's degree and a minimum of 30 units for a Master's degree. Thus, a minimum of 150 units are required for a combined program. In a given situation where a Master's degree exceeds 30 units, the curriculum could be designed such that the excess units would be absorbed into the undergraduate portion of a CBMP.
2. The roadmap for the program must include at least one semester in which students enroll in both undergraduate and graduate courses.
3. Academic units may only implement programs combining existing Bachelor's and Master's degree programs in the same support mode (i.e. all self-support or all stateside-support).
4. Curricula for a CBMP must adhere to existing campus curriculum policies for both Bachelor's and Master's degrees.
5. The College of Graduate Studies, Undergraduate Studies and the Registrar shall develop guidelines and processes for administration of a CBMP.

III. Admission to a CBMP

1. Individual programs will develop a degree roadmap for completion of a CBMP.
2. The process for applying to a CBMP will be internal to the university. Students do not apply for a CBMP through Cal State Apply.
3. All lower division undergraduate coursework shall be completed prior to admission to a CBMP.
4. Students must either be enrolled in or have completed the undergraduate GVAR prior to admission into the program.
5. To apply to the program, the student must successfully have completed a minimum of 60 undergraduate degree applicable units and not more than 120 undergraduate degree applicable units.
6. A minimum of 2.5 GPA in the last 60 semester units attempted is required.
7. A program may stipulate more rigorous standards for admission than the minimum criteria.

87 **IV. Change to Graduate Status in a CBMP**

- 88 1. At the end of the semester in which a student completes 120 degree-applicable
89 units (undergraduate or graduate), the student transitions to graduate status.
90 2. Once admitted to graduate standing, students must maintain an overall 3.0
91 GPA or better in courses that appear on the Formal Study Plan and adhere to
92 all graduate policies and procedures.
93 3. The Registrar's Office in consultation with the College of Graduate Studies shall
94 develop processes for transitioning students from undergraduate to graduate
95 status.

96 **V. Award of Degrees**

- 97 1. The student applies to graduate for the Bachelor's degree the semester before
98 the student will complete the Bachelor's degree requirements. Upon evaluation
99 of the Bachelor's degree requirements, if the student has satisfied all
100 requirements for the Bachelor's degree, the degree will be awarded.
101 2. If a student admitted into a CBMP opts out of, or fails to complete, the Master's
102 degree portion of the program, graduate level coursework already counted
103 towards completion of the Bachelor's degree may not be used towards the
104 completion of a subsequent Master's degree, even if admitted for a future term.