

1 SAN JOSE STATE UNIVERSITY
2 Academic Senate
3 Curriculum and Research Committee
4 September 16, 2019
5 Final Reading
6

AS 1751

7 **Policy Recommendation**

8 **Combined Bachelor's and Master's Programs**

9 Whereas: No current university policy exists to guide the development of a combined
10 Bachelor's to Master's degree 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 supplements university policy [S89-2](#) on graduate credit for
21 undergraduates.

22 Whereas: The decision to offer a CBMP would be exclusively the decision of the
23 department/school faculty with curricular approval following SJSU
24 processes; therefore, be it

25 Resolved: That programs interested in establishing a CBMP be allowed to offer the
26 program as described in this policy.

27 Approved: September 9, 2019

28 Vote: 12-0-0

29 Present: Thalia Anagnos, Raquel Coelho, Marc d'Alarcao, Tabitha Hart,
30 Anoop Kaur, Susana Khavul, Cara Maffini, Kelly Masegian, Anand
31 Ramasubramanian, Winifred Schultz-Krohn, Pam Stacks, Brandon
32 White

33 Absent: None

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

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

43 Financial Impact: None anticipated

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62 **I. Establishment of a CBMP**

63 Academic units that choose to establish a CBMP must follow the same curricular
64 approval process as for a new degree program. This program must meet the following
65 minimum criteria:

- 66 1. Curricula for a CBMP must adhere to existing campus curriculum policies for
67 both Bachelor's and Master's degrees.
- 68 2. The roadmap for the program must include at least one semester in which
69 students enroll in a combination of undergraduate and graduate courses.
- 70 3. The College of Graduate Studies, Undergraduate Education, and the Registrar
71 shall develop guidelines and processes for administration of a CBMP.

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73 **II. Minimum Admissions Requirements to a CBMP**

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75 1. All minimum requirements as specified in [Coded Memorandum AA-2012-01](#)
76 must be followed.
- 77 2. Students must be enrolled in or have completed the undergraduate Graduation
78 Writing Assessment Requirement (GWAR) prior to admission into the program.
- 79 3. The student must successfully have completed a minimum of 60 undergraduate
80 degree applicable units and not more than 120 undergraduate degree applicable
81 units at the time of application.
- 82 4. A program may stipulate more rigorous standards for admission than the
83 minimum criteria.

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85 **III. Change to Graduate Status in a CBMP**

- 86 1. The Registrar's Office in consultation with the College of Graduate Studies shall
87 develop processes for transitioning students from undergraduate to graduate
88 status following guidelines in the [Coded Memorandum AA-2012-01](#).

89 **IV. Award of Undergraduate Degree and Graduate Credits**

- 90 1. The student applies to graduate for the Bachelor's degree the semester before
91 the student will complete the Bachelor's degree requirements. Upon evaluation
92 of the Bachelor's degree requirements, if the student has satisfied all
93 requirements for the Bachelor's degree, the degree is awarded.
- 94 2. If a student admitted into a CBMP opts out of, or fails to complete, the Master's
95 degree portion of the program, the following will apply:
 - 96 a. Graduate level credit used to complete the Bachelor's degree may not
97 be used toward the completion of a subsequent Master's degree.
 - 98 b. All graduate level credits accrued towards the Master's degree shall be
99 available for application to an SJSU graduate program upon

100 subsequent approval by the program and subject to [University Policy](#)
101 [S17-7](#), graduate course revalidation.

102 c. A student who reapplies after leaving the CBMP will reapply as a
103 regular Master's degree seeking student subject to the admissions
104 requirements of the program at SJSU.