

**SAN JOSE STATE UNIVERSITY  
ONE WASHINGTON SQUARE  
SAN JOSE, CA 95192**

**S14-5, University Policy, Guidelines for General Education (GE), American Institutions (AI), and the Graduation Writing Assessment Requirement (GWAR)**

**Rescinds S01-14, S05-8, S09-2, S11-3, S12-9, and S98-11**

**Legislative History:**

University Policy S14-5 was presented by Senator Gleixner for the Curriculum and Research Committee on April 14, 2014. President Mohammad Qayoumi approved and signed S14-5 on April 24, 2014 effective Fall 2014. There were a significant number of inconsistencies and inaccuracies in those GE guidelines, particularly with respect to curricular dates and procedures; and those guidelines did not comply with accessible document requirements. In addition, both the Writing Requirements Committee (WRC) and the Board of General Studies (BOGS) had recommended modifications to the writing intensive GE Areas (A2, A3, and Z; and the elimination of C3).

Amendment A to University Policy S14-5 was presented by Senator Brada-Williams for the Curriculum and Research Committee and approved by the Academic Senate on April 6, 2015. Amendment A clarified the WST prerequisite in the GE Guidelines. Amendment A was approved by President Mohammad Qayoumi on April 29, 2015 as University Policy S15-4. University Policy S15-4 was renamed Amendment A to S14-5 on February 7, 2019.

Amendment B to University Policy S14-5 was presented by Senator Shifflett for the Organization and Government Committee and approved by the Academic Senate on October 5, 2015. Amendment B was approved by Interim President Susan Martin on October 18, 2015 as University Policy F15-4. University Policy F15-4 was renamed Amendment B to S14-5 on February 7, 2019. Amendment B rescinded University Policy S98-11. University Policy S98-11 replaced the 2005 guidelines, which were later replaced by the 2009 and 2014 guidelines.

Changes from Amendments A and B have been incorporated into the policy as follows and also in the 2014 guidelines.

**University Policy:  
Guidelines for General Education (GE), American Institutions (AI),  
and the Graduation Writing Assessment Requirement (GWAR)**

Effective Fall 2014: Rescinds S09-2 (Amends the 2005 General Education Guidelines), S05-8 (Revision and Reissuance of the GE Guidelines), S12-9 (Temporary Suspension of Enforcement of the Requirement that Students must Enroll in Courses for Areas R, S, and V in SJSU Studies in Three Different Departments), S11-3 (2.0 GPA Graduation Requirement for the GE Portion of SJSU Studies), and S01-14 (Foreign Language Classes and General Education)

Whereas CSU Executive Order 1065 requires “Each CSU campus shall define its GE student learning outcomes, to fit within the framework of the four ‘Essential Learning Outcomes’ drawn from the Liberal Education and American Promise (LEAP) campaign, an initiative of the Association of American Colleges and Universities (AAC&U)”; and

Whereas Both the Writing Requirements Committee (WRC) and the Board of General Studies (BOGS) have recommended modifications to the writing intensive GE Areas (A2, A3, and Z; and the elimination of C3); and

Whereas There are a significant number of inconsistencies and inaccuracies in the current guidelines, particularly with respect to curricular dates and procedures; and

Whereas The current guidelines do not comply with accessible document requirements; and

Whereas We are mindful that access to quality education is our key mission at San José State and General Education targets the five core competencies as defined by WASC- written and oral communication, quantitative reasoning, information literacy, and critical thinking. Years of research by specialists in rhetoric and composition including the National Council of Teachers of English (NCTE), the Modern Language Association (MLA), the Council of Writing Program Administrators, and the Conference on College Composition and Communication (CCCC), who all recommend writing intensive courses be taught at 20 students or less and that developmental or basic writing courses be capped at 15 students, have proven that class size has a direct impact on quality of education and student success in writing intensive courses; therefore be it

Resolved Effective Fall 2014, S98-11 (Approval of General Education Program Guidelines), (S09-2 (Amends the 2005 General Education Guidelines), S05-8 (Revision and Reissuance of the GE Guidelines), S12-9 (Temporary Suspension of Enforcement of the Requirement that Students

must Enroll in Courses for Areas R, S, and V in SJSU Studies in Three Different Departments), S11-3 (2.0 GPA Graduation Requirement for the GE Portion of SJSU Studies), and S01-14 (Foreign Language Classes and General Education) be rescinded. That these Guidelines (complying with the LEAP framework, the recommended changes to writing intensive courses, resolving inconsistencies and inaccuracies, and formatted as an accessible document) replace the 2009 Revision (S09-2) of the 2005 GE Guidelines (S05-8); and be it further

Resolved That Area A2 courses (currently ENGL 1A and Humanities Honors) be allowed to continue without recertification so long as they submit revised Assessment Schedules by Fall 2015, revising greensheets as necessary and continuing with annual assessments according to the new schedules; and be it further

Resolved That all existing Area A3 courses submit proposals for recertification under the new guidelines by October 1, 2016 for Fall 2017 full implementation, but be allowed to continue teaching for the 2014-15, 2015-16, and 2016-17 academic years so long as the class enrollment caps and minimum word counts are abided by in the interim; and be it further

Resolved That all Area Z (100W) courses be allowed to continue without recertification so long as they submit revised Assessment Schedules by February 14, 2015, revising greensheets as necessary and continuing with annual assessments according to the new schedules.

Resolved That departments seeking (new) programmatic GE modifications submit those requests to BOGS and/or C&R, as appropriate under these new guidelines, and that BOGS and/or C&R, act in a timely fashion to forward recommendations to the Provost as required.

Approved (BOGS): 6-0-0 (29 November 2012); modified version 6-0-0 (25 April 2013)

Approved (C&R): April 7, 2014

Vote: 10-0-1

Present: Buzanski, Cheruzel, Desalvo, Gleixner (Chair), Hart, Jaehne, Kohn, Schultz-Krohn, Sibley, Stacks, Trulio

Absent: Swanson, Sujitparapitaya

Curricular Impact: The changes in these guidelines will help students (particularly transfer students) and their advisors more clearly understand and interpret the writing requirements of our GE program. For some

students, this will permit more timely completion of requirements, leading to improved retention and graduation.

**Financial Impact:** The impact on departments and their faculty will be highly variable with some departments garnering more FTES and others less. On balance though, a small savings (approximately 12 sections per year) is anticipated as a result of the modifications to Area A3 and the elimination of the current Area C3.

**Workload Impact:** For faculty, some modification of greensheets and course content will mean a short-term increase in workload. Professional development of faculty may be required for them to effectively incorporate new content or pedagogy. The increase in the minimum word count for Area A3 will result in an increase in the grading workload for the instructors in most of those courses, though this is mitigated in some departments in which existing Area A3 courses currently have enrollments well above the normal limit of 25 students. Reducing enrollments to 25 will, in some cases, reduce the grading workload for faculty. Increase in workload to departments, Office of Undergraduate Studies, and BOGS to generate and review annual assessment report justifications of those departments who exceed the class size sections by more than 10%.