

THE CALIFORNIA STATE UNIVERSITY
OFFICE OF THE CHANCELLOR



BAKERSFIELD

January 20, 2017

CHANNEL ISLANDS

MEMORANDUM

CHICO

DOMINGUEZ HILLS

TO: CSU Presidents

EAST BAY

FROM: Timothy P. White
Chancellor

FRESNO

FULLERTON

SUBJECT: Delegation of Authority to Approve Subprograms
(Options, Concentrations, Special Emphases) and Minors
Executive Order 1071 Revised January 20, 2017

HUMBOLDT

LONG BEACH

Attached is a copy of Executive Order 1071 revised January 20, 2017, which supersedes Executive Order 1071 March 26, 2012 and updates policy for options, concentrations, special emphases, and similar subprograms. The policy also addresses minors.

LOS ANGELES

MARITIME ACADEMY

MONTEREY BAY

In accordance with policy of the California State University, the campus president has the responsibility for implementing executive orders where applicable and for maintaining the campus repository and index for all executive orders.

NORTHRIDGE

POMONA

If you have questions regarding this executive order, please contact the Office of Academic Programs and Faculty Development at (562) 951-4722 or degrees@calstate.edu.

SACRAMENTO

SAN BERNARDINO

TPW/clm

SAN DIEGO

Attachment

SAN FRANCISCO

SAN JOSÉ

c: CSU Presidents
CSU Office of the Chancellor Leadership
Provosts and Vice Presidents of Academic Affairs
Associate Vice Presidents of Academic Affairs
Deans of Graduate Studies
Directors of Institutional Research
Directors of Admission

SAN LUIS OBISPO

SAN MARCOS

SONOMA

STANISLAUS

THE CALIFORNIA STATE UNIVERSITY
Office of the Chancellor
401 Golden Shore
Long Beach, California 90802-4210
(562) 951-4722

Executive Order: 1071 Revised January 20, 2017

Effective Date: January 20, 2017

Supersedes: Executive Order 1071 Effective March 26, 2012

Title: Delegation of Authority to Approve Options, Concentrations,
Special Emphases (and Similar Subprograms) and Minors

This executive order is issued pursuant to Section II (a) of the Standing Orders of the Board of Trustees of the California State University and sections 40100 and 40500(c) of Title 5 of the California Code of Regulations. This executive order supersedes Executive Order 1071 March 26, 2012.

1. Delegation of Authority

Authority is delegated to the presidents to approve campus implementation of options, concentrations, special emphases (and similar subprograms), and minors.

2. Definition of Terms

- 2.1 Options, concentrations, special emphases and similar subprograms are not defined at the system level, nor are unit minima for these “subprograms” established at the system level.
- 2.2 Minors are not defined at the system level, and campuses may set local policy regarding minors.

3. Requisite Conditions of Approval

- 3.1 An option, concentration, special emphasis (or similar subprogram) or a minor may be approved under the authority delegated by this executive order only if the requirements comply with CSU policy and applicable law and if adequate faculty, physical facilities, and library holdings sufficient to establish and maintain that subprogram already exist, or where such support can reasonably be expected to become available.
- 3.2 To ensure valid reporting to the National Center for Education Statistics through the Integrated Postsecondary Education Data System, an option, concentration, or special emphasis (or similar subprogram) must constitute less than one half of the units required in the major program.

4. Required Chancellor's Office Notification

- 4.1 Prior to implementation of any option, concentration or special emphasis (or similar subprogram) approved under this delegation, the campus shall obtain a Chancellor's Office confirmation of compliance with CSU policy and applicable law. Campus notifications shall be submitted to the Department of Academic Programs and Faculty Development (at degrees@calstate.edu), and shall include:
- a. The exact title of the new subprogram and the complete degree designation and title of the major degree program housing the new subprogram (e.g., Bachelor of Science in Biology with a Concentration in Biochemistry);
 - b. A list of courses and required units constituting the major and the new subprogram;
 - c. Total units required to complete the entire degree, including the combination of subprogram and major program;
 - d. The complete list of courses and required units constituting the major degree program;
 - e. A 4-year major-and-subprogram roadmap for freshmen and a 2-year major-and-subprogram roadmap for transfer students;
 - f. The CSU degree program code (formerly called "HEGIS") that students use to apply to the major degree program;
 - g. The campus-proposed CSU degree program code to be used to report enrollments in the concentration (may be the same as the degree code);
 - h. A detailed cost-recovery budget for self-support subprograms to be offered within state-support major degree programs; and
 - i. Documentation of all campus-required curricular approvals.
- 4.2 Subsequent to receiving Chancellor's Office confirmation and prior to implementation of any option, concentration or special emphasis (or similar subprogram) approved under this delegation, the campus shall enter the new subprogram into the CSU Degrees Database. Minors are not included in the CSU Degrees Database.
- 4.3 There is no requirement to notify the Chancellor's Office of new, modified or discontinued minors.

5. Policy Compliance

The Chancellor's Office shall require the discontinuation of any option, concentration, or special emphasis (or similar subprogram) that does not comply with CSU policy within the timeframe specified by the Chancellor's Office.



Timothy P. White, Chancellor

Dated: January 20, 2017