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To: ["gc-deans-l@ucsd.edu"](mailto:gc-deans-l@ucsd.edu); gc-chairs-l@ucsd.edu
Cc: council-ug-ed-l@mailman.ucsd.edu; ["gc-deptmso-l@ucsd.edu"](mailto:gc-deptmso-l@ucsd.edu); [Subramani, Suresh \(EVC\)](#); [Johnson, Kathleen D.](#); [Continetti, Robert](#); [Rodriguez, Ray](#); [Kaustuv Roy](#); [Hayden, Marina](#); [Sawrey, Barbara](#)
Subject: RE: Major Requirements
Date: Friday, February 05, 2016 1:30:07 PM

Office of the Associate Vice Chancellor for Academic Affairs and
Dean of Undergraduate Education

February 5, 2016

Dear Colleagues,

On December 4, 2016 we alerted you to the need for departmental reviews as part of the Major Requirements Project of the UC Budget Framework Implementation (original memo is at the end of this email). We now have received the link to the online template where you can enter the results of your deliberations regarding your academic unit's curriculum review. Please see instructions below.

As a reminder, the goal is to require no more than 48 units of upper-division work in any major, unless justified. Note: For engineering majors, everything applies except that the limit target is 72 units of upper-division courses in the major (1.5 years according to ABET), instead of 48 units.

Instructions:

1. Go to [BFI Major Requirements Template](#).
2. Complete a template for each of your majors included in the [Top 75% list](#).
3. If you see a major that doesn't exist in your department anymore, select the major under "UCSD Major" and in the second line write "Discontinued".
4. If you are modifying the name of an existing major, select the major under "UCSD Major" and in the second line write the new name.
5. When you get to the screen: "Before and After Review"
 - a. **For majors that are already at 48 units, or that have decreased to 48 units** after the last curriculum review, complete the information on this screen and submit the survey. You do not need to complete the section "Major Requirements Reporting".
 - b. **For majors that have more than 48 units but decreased the number of**

units after a curriculum review in the last 3-4 years, complete the information on this screen and submit the survey. You do not need to complete the section “Major Requirements Reporting”.

- c. **For majors that have more than 48 units, and there was no reduction in units after a curriculum review** in the last 3-4 years, you need to complete the section “Major Requirements Reporting” and provide a strong rationale for not decreasing units.
- d. **For majors that have more than 48 units, and have not yet been reviewed in the last 3-4 years**, you need to carry out a review, with an eye toward reduction, then follow one of the previous steps, no later than November, 2016.

- 6. Your entries will go directly to UCOP. However, our office has access to view the information that you submit. If at any point you have questions or comments about what you submitted, or need to resubmit information, please don't hesitate to contact us at avcdue@ucsd.edu or at mhayden@ucsd.edu.

We know that this is tough timing. Our mandated target is to have submitted at least 38 majors by March 1, 2016, an additional 38 by July 1, 2016, and the last 19 by November 7, 2016, in order to achieve the goal of the top 75% of our majors. We very much appreciate your prompt response.

Feel free to send your questions and comments to me at avcdue@ucsd.edu or to Marina Hayden at mhayden@ucsd.edu.

The original memo and background materials can be found through the following links:

[Major Requirements: UCOP Project Charter \(January 2016\)](#)

[Major Requirements: All UG Degree Majors \(2011-12 to 2013-14\)](#)

[Major Requirements: AVCDUE Memo \(December 4, 2015\)](#)

Sincerely,

Barbara

Barbara A. Sawrey
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From: AVCDUE Sawrey
Sent: Friday, December 04, 2015 11:49 AM
To: 'gc-deans-l@ucsd.edu'; gc-chairs-l@ucsd.edu
Cc: council-ug-ed-l@mailman.ucsd.edu; 'gc-deptmso-l@ucsd.edu'; Subramani, Suresh (EVC); Johnson, Kathleen D.; Continetti, Robert; Rodriguez, Ray; Kaustuv Roy
Subject: Major Requirements

Office of the Associate Vice Chancellor for Academic Affairs and
Dean of Undergraduate Education

December 4, 2015

Dear Colleagues,

Beginning in November 2013, our campus embarked on a review of curricula with an eye to reduce total major requirements (upper and lower division) to 120 units, (facilitating the path to a 4-year graduation), with 60 additional units allocated to meeting GE requirements, some of which also count toward the major. Many departments were already at 48 upper division units, the minimum as stipulated in Academic Senate Regulation 600.A.1., and many others reviewed and reduced their requirements. Quite a few remain above 120 units, and some are over 140 units.

As most of you know, the 2015-16 California state budget agreement with UC includes a set of Budget Framework Initiatives (BFI) that each campus must meet within the next two years. Most of these are well underway, led by the administration and the Academic Senate. One of the BFIs that is yet to be completed and that involves almost every department and undergraduate program is the review of major requirements. This initiative is modeled after UCLA's Challenge 45 – which called for undergraduate programs to reduce their upper division unit requirement to 45, if at all possible (attachment 1). At UC San Diego, this would correspond to 48 units, in consonance with our Senate regulations and with our courses typically being 4 units each.

What is being requested now?

Departments and programs with majors listed among the Top 75% on campus (attachment 2) must review their upper division requirements, streamline them where possible, and complete the template (a link to a website will be provided later) certifying what was done. If the department cannot reduce the upper division requirements to 48 units, a careful justification must be provided.

All templates should be returned to me at avcdue@ucsd.edu.

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Which departments/programs must comply?

- Departments in the Top 75% that require only 48 upper division units need only complete the template. No review is required.
- Those departments, regardless of unit requirements, that have done a *complete* curricular review since 2009-10, should complete the template. No further review is required.
- All remaining departments with majors among the Top 75% must carry out a review of their upper division curricula, with an eye toward reduction. Then a template should be completed.

What is the timeline?

In order to meet the Governor's Office deadlines, our goals are to report to UCOP as follows:

March 15, 2016	30% of our majors should be reviewed and changed.
August 15, 2016	Review of 60% of our majors should be completed.
November 15, 2016	All 75% of the top majors should have been reviewed.
Some	changes may still require Senate approval.

I assure you that the UCOP, the Chancellor, Executive Vice Chancellor, and I all understand the amount of work being requested of you. Please feel free to call on my office with questions or issues, as they arise. The overall goal of providing a quality UC degree in a timely manner is one we all can applaud.

Thank you for all for the efforts of your faculty and staff to both comply with the UC-California State agreement, and serve our students.

Sincerely,

Barbara

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