

Adopted: April 10, 2001

**ACADEMIC SENATE  
Of  
CALIFORNIA POLYTECHNIC STATE UNIVERSITY  
San Luis Obispo, CA**

**AS-562-01/IC  
RESOLUTION TO UPDATE THE  
CAMPUS ADMINISTRATIVE MANUAL SENIOR PROJECT SECTION**

- 1 WHEREAS The Campus Administrative Manual (CAM) Senior Project section 412.2 was last  
2 updated in April 1982; and  
3  
4 WHEREAS The vagueness of the current CAM Senior Project section contributes, by its lack  
5 of guidance, to the continuing problem of students who do not understand how to  
6 complete the senior project in a timely fashion; therefore, be it  
7  
8 RESOLVED That Cal Poly adopt the attached, more specific senior project guidelines as a  
9 revision of CAM Senior Project section 412.2.

Proposed by: Academic Senate Instruction Committee  
Date: November 20, 2000  
Revised: January 30, 2001  
Revised: April 10, 2001

RECEIVED

NOV 26 2001

ACADEMIC SENATE


**CAL POLY**

SAN LUIS OBISPO  
CA 93407

State of California  
**Memorandum**

To: Unny Menon  
Chair, Academic Senate

Date: August 27, 2001

From:   
Warren J. Baker  
President

Copies: Paul Zingg  
David Conn

Subject: Response to Senate Resolutions:  
AS-550-00/CC—Graduate Writing Requirement  
AS-553-01/IC—Choice of Catalog Requests Older Than 10 Years  
AS-562-01/IC—Update the Campus Administrative Manual Senior Project Section  
AS-563-01/IC—Publication of Change of Major Criteria  
AS-569-01/IC—Incomplete "I" Agreements

---

I hereby acknowledge receipt of, and approve, the above-referenced Academic Senate Resolutions, and commend the Curriculum Committee, the Instruction Committee and the Academic Senate for addressing a number of issues relating to students' progress-to-degree.

AS-550-00/CC will increase the options available for students to meet the Graduation Writing Requirement (GWR) and also draws attention to the importance of effective advising in encouraging students to take the GWR early in their junior year.

AS-553-01/IC defines the criteria for determining whether a student should be allowed to complete his/her degree on a catalog older than ten years.

AS-562-01/IC provides for a clarification of the definition, expected outcomes, and requirements for senior projects, giving flexibility to individual departments, and will hopefully, lead to a higher completion rate for these projects. Cal Poly is undertaking a comprehensive review of its administrative policies that will result in a new collection of "Campus Administrative Policies" (CAP), published on the Web and in hard copy format. CAP will take the place of the pre-existing Campus Administrative Manual (CAM). CAM Section 412.2 dealing with Senior Projects has not yet been revised. Suggested changes to this section should be forwarded to the President's Office to be incorporated in the Campus Administrative Policies.

AS-563-01/IC takes an initial step toward addressing the problems associated with change-of-major, in requiring each college to publish applicable criteria as well as past acceptance rates.

Finally, AS-569-01/IC recommends the use of an "I" Agreement form as a means of making the process of converting an "I" grade to a letter grade less confusing for both students and instructors.

In closing, please extend my appreciation to the full Senate for dealing with these very important student and academic issues.