

GRADUATE COUNCIL

REPORT TO THE RIVERSIDE DIVISION

December 6, 2016

To be adopted:

Proposed changes to backdating policy and adding transfer course work policies to bylaws.
Add bylaws GR5 – GR5.6 to GRADUATE DIVISION REGULATIONS section.

PRESENT:

PROPOSED:

- 1.
 - 2.
 - 3.
 - 4.
 - 5.
1. GR5. Transfer of Units and Backdating
 2. GR5.1 Transfer of Units
Petitions for transferring credit will be considered only when the work is necessary to fulfill degree requirements. Units cannot be transferred from a program from which the student received a degree. All potential transfer work must have been completed with a minimum grade of B.
 3. GR5.2 Transfer from another UC
All potential transfer work must have been completed in graduate standing. Transfer units from another UC may be counted for up to one-half of the total units required for the UCR master's degree. Students receive both units and grade points at UCR for transfer work from another UC.
 4. GR5.3 Transfer from an Outside Institution
All potential transfer work must have been completed in graduate standing. A maximum of 8-quarter units from institutions outside of UC may be counted toward the master's degree at UCR. These units may not be used to reduce the minimum number of graduate level units required (24 units for thesis plan and 18 units for comprehensive exam plan are required) Unit credit only is posted on the UCR transcript, no grades.
 5. GR5.4 Transfer from UCR Extension
Students may transfer up to 8-units of UCR Extension concurrent enrollment credit. Students must have taken these units before their enrollment as a graduate student. Matriculated graduate students (including

students on Leave of Absence) may not enroll in course work through UCR Extension without the Graduate Dean's approval. Graduate students who withdraw before completing their program objectives may then take courses through UCR Extension, but are required to wait one year before applying those courses to their degrees. Grades from UCR Extension will be recorded on UCR transcripts. If a student transfers 8-units from UCR Extension, they are eligible to transfer an additional 8-units from an outside institution.

6.

6. GR5.5 Summer Session Units

Students may apply summer session course work from another UC campus toward their graduate degree requirements if they have prior approval of their department and the Graduate Dean.

~~7. UCR undergraduates who have no more than two courses or 8-units of course work remaining in their bachelor's programs and who have been admitted to graduate status may begin course work for their advanced degrees at the beginning of the final quarter of undergraduate study. Backdating requires that students inform their college offices before beginning course work and that they petition the Graduate Division for credit once they are enrolled as graduate students.~~

7. GR5.6 Backdating Units from Undergraduate

UCR graduate students may use, with the approval of their Graduate Advisor, any relevant 200-level course(s) taken during a UCR bachelor's program toward a graduate degree at UCR, excluding any 200-level course(s) approved to count for bachelor's degree, unit, or GPA requirements. Alternatively, the Graduate Advisor may approve waiving degree requirements based on 200-level courses taken as a UCR undergraduate and require the student to complete minimum unit requirements while enrolled in a graduate program.

Justification:

- 1-6. Listed as PROPOSED are current transfer course work polices for graduate students. Requesting official bylaws be added to reflect current practices.
7. The PRESENT wording above is from the 15/16 general catalog, no bylaw for backdating currently exists. The catalog copy accurately reflects current practice, which is that a student can backdate up to 8 200-level units taken during their undergraduate program, but not used for undergraduate degree requirements. Students must have been admitted to a graduate program at UCR and have no more than 12 units to complete in the UG program.

With the introduction of BS/MS programs several years ago, and in the general graduate student population, it is clear that our current practice has unnecessary complexity and

is very difficult to manage administratively between the Undergraduate Advising, Graduate Advising and Graduate Academic Affairs offices.

It's worth noting that backdating is rare, only 13 of approx. 2800 graduate students used the option during the 14/15 year. A unique set of circumstances must align before backdating becomes a viable option. For those students that do use backdating, it is a great opportunity to begin their graduate course work early. The 200-level courses they enroll in are the same courses they would take as a graduate student.

Students using backdated courses must still complete all requirements for the master's or PhD degree including the 3-quarter residency requirement for master's degrees and 6-quarter residency for PhD degrees. No exceptions to residency requirements will be granted.

The PROPOSED wording allows any 200-level course, relevant to the graduate degree program, to be applied to the graduate degree if it was not used to complete any unit or degree requirements for the bachelor's degree and was not calculated in the undergraduate GPA. The department Graduate Advisor has the option to approve units/grades be used for the graduate program, or simply waive requirements based on these courses and require the student to complete all unit requirements while in the graduate program.

Approvals:

Approved by the Graduate Dean:	April 18, 2016
Approved by the Graduate Council: Committee on Rules & Jurisdiction finds the wording to be consistent with the code of the Academic Senate:	May 2, 2016
Received by Executive Council:	May 23, 2016 June 6, 2016