FACULTY OF THE COLLEGE OF LETTERS AND SCIENCE

BYLAWS

PART I. FUNCTIONS

1. The Faculty of the College of Letters and Science (Davis) shall conduct the government of that college through its elected College Assembly. (Academic Senate Bylaw 133) (Am. 3/6/73; 6/4/08)

PART II. MEMBERSHIP

2. (A) The Faculty of the College of Letters and Science (Davis) shall consist of:

   (1) The President of the University;

   (2) The local Chief Campus Officer;

   (3) The Deans of the College of Letters and Science;

   (4) The University Librarian and the Registrar of the Davis campus;

   (5) All members of the Academic Senate who are members of departments in which students in the College of Letters and Science may elect their major work;

   (6) All members of the Academic Senate who are members of the following departments and programs: Military Science and University Writing Program.

   (Am. 6/6/83; 6/6/89; 6/4/08)

   (B) Instructors of less than two years' service shall not be entitled to vote. (Academic Senate Bylaw 34) (Am. 6/4/08)

PART III. OFFICERS

3. Term of Office. Unless otherwise noted, the term of office for all officers specified under Part III of these Bylaws shall be one year. Officers shall serve from September 1 through the following August 31 or, in the case of replacement, from the date of appointment through the following August 31. (En. 6/4/08)

4. Chair. The Chair of the faculty shall be Chair also of the Executive Committee, shall serve as presiding officer of the College Assembly, and shall appoint committees of the Faculty not otherwise provided for. (Am. 3/6/73; 6/4/08)

5. Vice-Chair. The Faculty shall elect annually a Vice-Chair according to the provisions of Bylaw 16. The election results shall be announced at the spring meeting of the College Assembly. The Vice-Chair shall automatically assume office as Chair upon the occurrence of a vacancy in that office or the completion of his or her term of service as Vice-Chair. The Vice-Chair shall be an ex officio (voting) member of the Executive Committee and shall preside in the absence of the Chair at meetings of the Executive Committee and the College Assembly. (En. 3/6/73; Am. 6/4/08)

6. Secretary. The Secretary of the Executive Committee shall serve as Secretary of the Faculty. The Secretary shall annually prepare and send to each member of the Faculty a list of members of the Faculty. (Am. 4/24/67; 3/6/73; 6/1/81; 6/4/08)

7. The Chair, or the Vice-Chair if that officer is absent, is authorized to call informal meetings of the Faculty for the purpose of presentation or discussion of matters of interest to the Faculty. At such meetings the formal order of business shall not be applicable, and no formal resolutions shall be passed or votes taken except such as affect the program, place, or time of meeting of such informal sessions. (Am. 4/24/67; 3/6/73; 6/4/08)

PART IV. COLLEGE ASSEMBLY

8. The Faculty of the College of Letters and Science shall govern itself through an elected College Assembly.

(A) The College Assembly shall consist of:

(1) At least one representative from each of the teaching departments of the College of Letters and Science.

(2) Additional representatives from the administrative departments of the college, which shall be determined as follows:

(a) A second representative from each administrative department of the college with more than twelve and less than twenty-five members who are also members of the Academic Senate (Davis);

(b) A third representative from each administrative department of the college with twenty-five or more members who are also members of the Academic Senate (Davis);

(3) And nonvoting ex officio members:

(a) The President of the University;

(b) The local Chief Campus Officer;

(c) The Deans of the College of Letters and Science;

(d) The University Librarian and the Registrar of the Davis campus;

(e) Members of the Executive Committee in their capacity as committee members;

(Am. and Renum. 6/4/08)

(4) The Chair and Vice-Chair, who may vote only if presiding at a meeting of the College Assembly and if that vote is required to break a tie. (Am. and Renum. 6/4/08)

(Am. 6/6/89; 6/4/08)

(B) Faculty members of the college who teach in one or more interdepartmental programs but who do not hold at least a one-half time appointment in an established department of the college shall vote for interdepartmental representatives to the College Assembly. The number of such interdepartmental representatives shall be determined in the same way as the number of representatives for regular departments. It shall be based on the number of individuals who fall in the category described rather than FTE. Solicitation of nominations and balloting for interdepartmental representatives shall be supervised by the Executive Committee. In discharging this responsibility, the Executive Committee and its designated agent(s) shall follow the procedures for such elections in regular departments, consulting all faculty members in the category described. (Am. 2/27/75; 6/4/08)

(C) The College Assembly shall meet at least once each year during the spring, and otherwise at such times as the Chair of the Executive Committee believes that the business before the college warrants calling a meeting. Attendance at such meetings shall be recorded and published with the minutes of the Assembly, and the minutes shall be distributed to all members of the Faculty of the college. Upon written request of ten voting members of the College Assembly, the Chair or, in that officer's absence, the Vice-Chair must call a meeting. (Am. 6/1/78; 6/4/08)

(D) A majority of the elected voting members of the College Assembly shall constitute a quorum for the transaction of legislative business (i.e., changes to the Bylaws, Regulations, or Guidelines). A quorum for the transaction of all other business shall be 25% of the elected voting members. In the event that a quorum is not achieved at a meeting, the Chair, or Vice-Chair acting in the absence of the Chair, may call for an electronic vote by the members of the College Assembly. Quorum requirements for an electronic ballot shall be the same as for any meeting. (Am. 6/4/08)

(E) Balloting. During the Spring Quarter the Chair of each department shall solicit nominations of a number not less than one and one-half times the number of Assembly members to be elected, including at least one candidate of a rank below Professor, for each position to be filled. The latter requirement may be waived only with consent of the Executive Committee.

(1) The departments shall elect representatives during the spring. All department members who are also Academic Senate (Davis) members shall be entitled to vote.

(2) Departmental members shall be entitled to cast votes equal to the number of representatives to be elected from their department. The candidate(s) with the most votes shall be elected.

(3) At the time of a regular or special election a department may elect one or more alternate representatives (prescribing their order of priority) to serve when a regular departmental representative is temporarily unable to serve. (En. 5/29/80)

(4) In the event of a vacancy in a department's representation, the Chair of that department shall arrange a special election according to the procedures of this section to fill the balance of the term of the vacant representative or alternate representative. The term of service of a replacement representative or alternate representative begins five days after the Secretary of the Faculty has been notified of the election.

(5) Representatives shall be elected for two-year terms. These terms shall be staggered so that approximately one-half of the Assembly is elected each year.

(6) The department Chair shall notify the Secretary of the Faculty of the results of the election.

(Am. 6/4/08)

(F) Any member of the college faculty may attend and speak at College Assembly meetings, but only members of the Assembly may make or second motions or vote; members of a standing or special committee of the college may move for, but not second, the acceptance of reports or recommendations, or amendments thereto presented by their committees.

(G) The Faculty may request a mail ballot of any policy decision made by the College Assembly. Upon receipt of a petition signed by thirty-five members of the college faculty, the Executive Committee must refer the matter to the Faculty for its determination. The Faculty decision shall be binding. (En. 3/6/73)

(H) Any decision taken by the Executive Committee may be brought to the Assembly floor for reconsideration if a request for reconsideration is made thirty days or less following its announcement in the circulated minutes of the Executive Committee. A request for reconsideration requires a petition of either (a) ten voting members of the Assembly or (b) any thirty-five members of the Faculty. The Executive Committee must refer the matter as expeditiously as possible to a meeting of the Assembly. A two-thirds majority of all voting members present shall be required to override any decision of the Executive Committee. (En. 6/1/81)

PART V. COMMITTEES

TITLE I. APPOINTMENT AND TENURE

10. (A) Standing committees, except as otherwise specifically provided in these Bylaws, shall be appointed each year at the last regular meeting of the Executive Committee. Standing committees not approved by the Executive Committee at that time shall be approved as early as possible. The term of service for members of standing committees shall be one year, extending from September 1 through the following August 31, or, in the case of approval by the Executive Committee after September 1, from the date of appointment through the following August 31. (Am. 11/14/60; 3/6/73; 6/4/08)

(B) Each standing committee shall report its recommendations for action to the Executive Committee. Each standing committee shall formulate standards and policies which will ensure uniformity and continuity in the fulfillment of its duties, such standards and policies to be subject to review by the College Assembly, after approval by the Executive Committee. (Am. 3/6/73)

(C) Each standing committee shall submit directly to the College Assembly an annual written report summarizing its activities. (Am. 3/6/73; 6/4/08)

(D) Any standing committee may report directly to the College Assembly at any time on any recommendation made to the Executive Committee upon which the Executive Committee has failed, after a reasonable time, to act or has taken action substantially at variance with the recommendation. Before such direct report to the College Assembly is made, a standing committee shall notify the Executive Committee in writing of its intention and include reasons therefor. (Am. 6/8/53; 1/5/55; 3/13/56; 3/6/73)

TITLE II. LIST OF STANDING COMMITTEES: THEIR POWERS AND DUTIES

11. Executive Committee. The Chair of the Faculty shall be Chair of an Executive Committee of six appointed members. Each member shall serve for a period of three years. The Vice-Chair shall annually submit to the College Assembly at its spring meeting the names of the candidates to replace members of the Executive Committee in their last year of service. The College Assembly shall confirm all appointments to three-year terms of service. The Chair shall make temporary appointments to replace those members, who because of sabbatical leaves or for other reasons, are unable to serve. Such appointments shall be automatically terminated at the time the regularly appointed member is able to resume service or at the end of the regularly appointed member's term, whichever is sooner. Each Executive Committee shall elect its own Secretary from among appointed members. The Vice-Chair of the Faculty shall be an ex officio (voting) member of the committee. The Deans and Associate Deans of the College of Letters and Science shall be ex officio, nonvoting members of the committee. (Am. 4/24/67; 3/6/73; 6/4/08)

(A) To this committee the Letters and Science portion of the courses of instruction section of the annual General Catalog, and other University publications used by the students in arranging their work, shall be submitted before publication for such advice or suggestion as the committee may offer to the committees or persons responsible for the publications in question. The committee shall have general oversight of the welfare of the students in the college and shall have power to bring before the College Assembly any recommendations that the committee may deem advisable. (Am. 3/6/73)

(B) Requirements for the majors, including prerequisites and limitations on programs, and alternative electives, shall be submitted by the departments to the Executive Committee of the College of Letters and Science for approval, before publication and before they become effective.

(C) The Executive Committee shall be responsible for certifying completion of graduation requirements to the Executive Council and for recommending variances. The authority to certify completion may be delegated to the Deans or Associate Deans of the college. The authority to recommend variances may be delegated to the Subcommittee on Student Petitions. (En. 6/6/83; 6/4/08)

(D) Group or interdepartmental majors may be set up by conference between members of two or more departments or programs of the college subject to the approval of the Executive Committee. The governing body for that interdepartmental program shall be known as the Program Committee. It shall number no fewer than five members nor more than ten. The membership shall include all faculty members with regular appointments in the program and such other faculty members as may be nominated by the Program Director, after consultation with the Program Committee, if

established, subject to review by the Executive Committee of the College. The Program Director, designated by the Dean in consultation with the members of the Program Committee, if established, shall also serve as chair of the Program Committee, unless the Program Committee chooses to select another of its members for this responsibility. The Program Committee shall be responsible for certifying to the proper authorities the completion of graduation requirements in these programs. (Am. 6/6/83)

(E) Each Executive Committee shall appoint the other standing committees. Each Executive Committee may appoint special committees, from within and/or without its membership, to advise it concerning matters within its jurisdiction. In appointing committees, the Executive Committee shall designate the Chair thereof. The Executive Committee shall determine policies for the replacement of committee members who, for any reason, are unable to serve. (Am. 6/8/53; 3/13/56; Renum. 6/6/83; Am. 6/4/08)

(F) The Executive Committee shall take action on the recommendations of the standing committees; subject to the qualifications stated in Bylaw 10. (Am. 1/19/53; 6/8/53; 1/5/55; Renum. 6/6/83; Am. 6/4/08)

12. Courses of Instruction. There shall be a standing Committee on Courses of Instruction, to be composed of nine members, at least two from each area of instruction in the college (arts and humanities, social sciences, and mathematics and natural sciences), and appointed in the same manner as the other standing committees of the college. To this committee shall be referred for study and recommendation the following: (A) requests for approval of new courses, (B) requests for changes in existing courses, (C) requests for cancellation of existing courses, and (D) such other matters relating to courses as may be referred to it by the Executive Committee. Recommendations of this committee concerning approval, change, or cancellation of courses shall be regarded as final, unless appealed by a member of the Faculty to the Executive Committee. (Am. 4/24/67; 5/19/94; 5/10/13)

13. Honors. There shall be a standing Committee on Honors composed of three members to be chosen in the same manner as the other standing committees of the college. This committee shall recommend students for honors and supervise regulations concerning honors in the college. (Am. 6/8/53; 1/5/55)

15. Educational Policy. There shall be a standing Committee on Educational Policy consisting of six members, at least one from each area of instruction in the College, to be chosen in the same manner as the other standing committees of the college. It shall be the duty of this committee to make such studies, reports, and recommendations concerning questions of educational policy and matters of curricula as it may deem appropriate or as may be referred to it by the Deans of the college, Chair of the Faculty, other committees, or by the College Assembly. The Vice-Chair of the Faculty shall be an ex officio (voting) member of the committee. (Am. 4/24/67; 3/6/73; 6/1/78; 5/19/94; 6/4/08)

16. Nominations and Elections Committee. There shall be a standing Committee on Nominations and Elections consisting of three members to be chosen in the same manner as the other standing committees of the college. During each Winter Quarter this committee shall nominate and announce to each member of the Faculty one or more candidates for the position of Vice-Chair of the Faculty. Additional nominations for candidates may be made by petition signed by any five members of the Faculty and received by the Committee on Nominations and Elections within ten days following its announcement of a candidate or candidates. Each proposed nominee shall certify acceptance of the nomination. Elections will be conducted according to the provisions of Davis Division Bylaws 16(C) and 71. (Am. 6/4/08)

17. Rules and Jurisdiction. There shall be a standing Committee on Rules and Jurisdiction consisting of three members to be appointed by the Executive Committee for terms of three years, one member to be replaced or reappointed at the end of each year. This committee shall have the following responsibilities:

    (A) To review all proposed amendments to the Bylaws and Regulations of the college for clarity and for consistency with the currently established Bylaws and Regulations of the Faculty and the Academic Senate. (Am. 6/4/08)

    (B) To recommend to the Executive Committee, for action by the College Assembly, any changes and additions to the Bylaws and Regulations that it finds are needed to meet the criteria stated in section (A). (Am. 6/4/08)

    (C) To advise the college, its officers, committees and members in matters of jurisdiction and interpretation of legislation. (Am. 2/17/75; 6/1/81)

18. Library Committee. There shall be a standing Committee on Library consisting of three members, one from each area of instruction in the College, to be chosen in the same manner as the other standing committees of the college. It shall be the duty of this committee to advise the Librarian and to consider other matters relating to the Library. (Am. 4/24/67; 5/19/94)

19. Individual Majors. There shall be a standing Committee on Individual Majors consisting of five members to be chosen in the same manner as the other standing committees of the college. This committee shall include at least one member from each of the following areas: Humanities, Social Sciences, and Physical Sciences. The Associate Deans of the college shall be ex officio, nonvoting members of the committee.

    To this committee shall be referred for study and recommendation all petitions for individual majors. Recommendations of this committee concerning approval of individual majors shall be regarded as final when the decision is unanimous. In all other cases the recommendations shall be returned to the Executive Committee for final action. (En. 12/7/70; Am. 6/1/78; 6/4/08)

20. Committee on the Study of Foreign Languages. This committee shall have seven members, including at least two members from the language departments. If possible, all Undergraduate Colleges should be represented among its membership. The members of this committee shall be appointed in the same manner as other standing committees of the College.

(A) The primary function of this committee is to promote the study of foreign languages by such means as publicity, and close cooperation with the Office of Undergraduate Admissions. (Am. 6/4/08)

(B) The committee shall periodically compare the foreign language standards at UC Davis with those of other University of California campuses and other colleges and universities.

(C) The committee shall periodically re-evaluate the current levels of foreign language requirements across the campus curricula, especially in the light of the statement of the purpose of foreign language study prepared by the College and found in the General Catalog.

(D) The committee shall advise Deans and other University officers on needs to strengthen current or establish new programs in foreign languages. (Am. 6/4/08)

(E) The committee shall maintain liaison with the Committee on the Education Abroad Program of the Davis Division of the Academic Senate to explore how campus programs in foreign languages can enhance the Education Abroad Program and vice versa.

(Am. 4/24/67; 6/6/90, Eff. 9/91; 6/4/08)

22. Teaching Program Planning and Review. There shall be a standing Committee on Teaching Program Planning and Review consisting of seven members chosen in the same manner as other committees of the college. This committee shall include one member each from the Social Sciences, the Humanities, and the Physical Sciences, and one ex officio, non-voting member from the Executive Committee of the college. It shall be the responsibility of this committee to assist programs and departments to realize their full potential as teaching units, and to advise the Deans concerning the allocation of resources. It shall also supervise the review of all college teaching programs. The final report on the program reviewed shall be prepared by the standing committee and be transmitted to the Chair of the teaching program reviewed, the Dean and the Chair of the Executive Committee of the college. (Am. 5/25/76; 6/6/83; 6/4/08)

PART VI. ORDER OF BUSINESS

(A) The first item of business at each meeting of the College Assembly shall be a roll call of members. Members present and members absent shall be recorded in the minutes of the meeting. A roll call vote on any matter

before the College Assembly must be recorded in the minutes upon the request of any College Assembly member present.

(B) The order of business at meetings of the College Assembly subsequent to the roll call of members shall be as follows:

(1) Minutes

(2) Announcements by the President

(3) Announcements by the Chair

(4) Announcements by the Deans, or other executive officers

(5) Special orders

(6) Reports of special committees

(7) Reports of standing committees

(8) Petitions of students

(9) Unfinished business

(10) New business

(Am. 6/4/08)

(C) The regular order of business may be suspended at any meeting by a two-thirds vote of the voting members present.

(D) The rules contained in Robert's Rules of Order shall be the authority except where inconsistent with the provisions of these Bylaws.
(Am. 6/8/53; 3/6/73; 6/4/08)

PART VII. SUSPENSION OF RULES

29. The rules of the Faculty may be suspended at a meeting by vote of the College Assembly, provided that not more than two voting members present object to such suspension.

(Am. 4/24/67; 3/6/73)

30. The College Assembly shall not make recommendations to the Academic Senate as to the amendment or repeal of Senate legislation, or as to new legislation, unless written or electronic notice of the proposed recommendations shall have been sent to each member of the Faculty at least five days previous to the

College Assembly meeting at which the recommendation is to be moved. (Am. 4/24/67; 3/6/73; 6/4/08)

31. Recommendations to the Academic Senate as to the curriculum of the College of Letters and Science are subject to a further restriction. Any such recommendation may be finally adopted at the meeting of the College Assembly at which it is first presented only if the sense of the recommendation as circulated is preserved. If adopted with amendments from the floor which change the intention of the measure, such adoption shall be regarded as preliminary. The recommendation shall then be circulated, as amended, with the call for the next meeting of the College Assembly. (Am. 4/24/67; 3/6/73)

PART VIII. AMENDMENT OF BYLAWS

32. The foregoing Bylaws may be added to, amended, or repealed at any regular or special meeting of the College Assembly by a two-thirds vote of all voting members present, provided that written notice of amendment shall have been sent to each member of the Faculty at least five days previous to the meeting at which the amendment is to be moved, and provided also that the proposed amendment shall have been presented to the Committee on Rules and Jurisdiction (See Bylaw 17) for study and analysis.

(Am. 4/24/67; 3/6/73; 6/4/08)

PART IX. BALLOT ON REGULATIONS AND BYLAWS

33. Upon petition of twenty-five members of the Faculty or upon request of two-thirds of the members of the Executive Committee voting, any proposed regulation or any proposed Bylaw approved by a standing committee of the college shall be submitted to a ballot of the Faculty according to the provisions of the Davis Division. This Bylaw will go into effect immediately.

(En. 5/27/69; Am. 6/4/08)

REGULATIONS

Section1. Requirements for the Bachelor's Degree

50. General Requirements. The degree of Bachelor of Arts or Bachelor of Science will be granted upon fulfillment of the following conditions:

(A) The candidate shall have satisfied:

(1) The unit requirements described in 51;

(2) The English composition requirement described in 52;

(3) The foreign language and the area requirements described in 56 and 59, respectively; (Am. 6/1/78)

(4) The residence requirement described in 53;

(5) The requirements of a major described in 63-66.

(B) The candidate shall have complied with the limit on the number of units graded P that may be counted toward the degree described in 76 and DD Reg. A545(B).

(C) The candidate shall have satisfied the University requirements stated in AS Reg. 630, 634, 636, and 638 (senior residence, grade point average, Entry Level Writing Requirement, American History and Institutions, respectively).

51. Unit Requirements

(A) The candidate shall have completed at least 180 units.

(B) At least 64 units shall be in upper division courses. (Am. 5/19/94; Eff. 9/94)

(C) At most, a combined total of 6 units in Physical Education 1, 6 and similar courses transferred from other institutions, a combined total of 19 units from a list of courses in Music performance designated by the Department of Music and approved by the Executive Committee, and subject to 51(D), a combined total of no more than 9 units in courses in the 300 and 400 series and professional courses offered by professional schools or programs may be counted toward the degree. (Am. 2/6/79; 5/19/94; Eff. 9/95; Am. 6/1/05)

(D) Subject to 51(D)(2), (3), and (4), a combined total of no more than 30 units or one-sixth of the units taken in residence on the Davis campus, whichever is the smaller, in nonstandard courses may be counted toward the degree. Units earned in courses numbered 98 and 198 are not counted toward the 30-unit limitation on nonstandard courses.

(1) Nonstandard courses include special study courses numbered 99, 194H,199; tutoring courses numbered 97T, 97TC, 197T, 197TC; internship courses numbered 92 and 192; and courses similar to one of these categories.

(2) Special study courses in the 200, 300, and 400 series do not satisfy requirements for the degree.

(3) At most, 10 units in courses numbered 97T, 97TC, 197T, and 197TC may be counted toward the degree.

(4) At most, 12 units in internship courses numbered 92 and 192 and similar work-learn courses may be counted toward the degree.

(5) The Executive Committee shall be authorized to grant exceptions to 51(D) to teaching units and individual students. (Am. 2/6/79)

(E) The Executive Committee or a faculty group designated by the Executive Committee may approve specific courses in Military Science for use in satisfaction of the requirement for a minimum number of units in upper division courses offered by teaching departments in the College of Letters and Science described in 51(B), or of the area requirements specified in 56(B), 56(C), and 59(B). (Am. 5/25/76)

(F) A minimum of 75 units for which credit is granted toward the degree must be completed in institutions offering work beyond the junior college level. No more than 105 units of credit taken at two-year institutions may be counted toward the degree.

52. <u>English Composition Requirement</u>. The candidate shall fulfill this requirement by satisfying one of the following options:

(A) Establish ability to write literate, grammatically correct prose by passing an examination to be taken after completion of 70 units credited toward the degree. (Am. 6/2/86)

(B) Complete with grades of C- or better one lower division and one upper division course in English writing from a list of courses approved by the Executive Committee. The upper division course shall be taken after the student has accumulated 84 units of credit toward the degree. No courses offered in satisfaction of this requirement shall be applied toward the satisfaction of the area requirement described in 56(B). (Am. 5/24/77; 6/6/83; 6/3/85; 6/2/16)

53. <u>Residence</u>

(A) In addition to the University residence requirement, AS Reg. 630, the candidate for the bachelor's degree shall complete at least 27 units in upper

division courses, including at least 18 units in the major program, in residence in the College of Letters and Science (Davis). Completion of at least 18 units in upper division courses in the major shall be certified by the department or committee in charge of the major program. In exceptional cases, the Executive Committee or its designee shall be authorized to grant a partial waiver of the requirement of 18 units in upper division courses in the major upon written recommendation, including reasons and justification, by the department or committee in charge of the major program.

(B) Students who are admitted to senior standing in the College of Letters and Science (Davis) on the basis of credit from other institutions, other colleges within the University of California, or University Extension, University of California, must meet the requirement of 53(A) as part of the 35 units offered in satisfaction of the University residence requirement under the provision of AS Reg. 630.

(C) Regulation 53(A) applies to participants in the Study Abroad Program who satisfy the University residence requirement under the provisions of AS Reg. 630(D).

(D) For students who meet the residence requirements as provided in AS Reg. 614, the requirement of 27 units in upper division courses is reduced to 24.

Section 2. Requirements for the Bachelor of Arts Degree

56. Foreign Language and Area Requirements. The candidate shall satisfy the following foreign language and area requirements, and no course offered in partial satisfaction of any one of these shall be applied toward the satisfaction of any other. (Am. 6/1/68; 6/6/83; 6/1/87)

(A) Foreign Language. The Foreign Language Requirement is administered by the Foreign Language Proficiency Committee. The candidate shall satisfy this requirement by using one of the following options:

(1) Completion with passing grades of 15 quarter units of college level course work, or the equivalent thereof, in a single foreign language; (Am. 6/1/78)

(2) Attainment of a minimal score, prescribed by the committee, in a CEEB Achievement Test in Foreign Languages, which test may be taken at any time during the student's high school career;

(3) Placement beyond the 15 unit level on a placement examination offered by one of the foreign language departments of the University;

(4) Establishment of competence equivalent to 15 units of course work in a single language by passing a proficiency examination which is acceptable to the committee;

(5) Attainment of scores prescribed by the committee on any achievement test it accepts.

(B) Area Requirements. Satisfaction of the Davis Division General Education (GE 3) requirements (DD Reg. 522).

(Am. 6/6/83; 6/6/88; Eff. 9/89;
Am. 6/1/11; Eff. 9/11)

(C) A transfer student who has completed the entire group of breadth requirements for the A.B. degree set by the College of Letters and Science of any campus of the University of California shall be considered to have satisfied the area requirements for the A.B. degree. (Am. 6/16/78; Renum. 5/19/94; Eff. 9/94)

Section 3. Requirements for the Bachelor of Science Degree

59. Area Requirements. The candidate shall satisfy the following area requirements:

(A) At least 90 units in Natural Sciences and Mathematics. Units used in satisfaction of the Davis Division General Education requirement in Science and Engineering topical breadth may also be used to satisfy this requirement. (Am. 5/10/13; Eff. 9/13)

(B) Satisfaction of the Davis Division General Education requirements. (Am. 6/8/88; Eff. 9/89)

(C) A transfer student who has completed the entire group of breadth requirements for the B.S. degree set by the College of Letters and Science of any campus of the University of California shall be considered to have satisfied the area requirements for the B.S. degree contained in 59(B). (Am. 6/1/78)

Section 4. Requirements for the Bachelor of Arts and Sciences Degree

61. The degree of Bachelor of Arts and Sciences will be granted upon fulfillment of the following conditions:

(A) The candidate shall have satisfied:

(1) The unit requirements described in 51.

(2) The English Composition requirement described in 52.

(3) The residence requirement described in 53.

(B) The candidate shall have complied with the limit on units graded P that may be counted toward the degree described in 76 and DD Reg. A545(B).

(C) The candidate shall have satisfied the University requirements stated in AS Regs. 630, 634, 636, and 638 (senior residence, grade point average, Subject A, American History and Institutions, respectively).

(D) Foreign Language and Area Requirements. The candidate shall have satisfied the requirements described in 56 and 59. (Am. 6/88; Eff. 9/89)

(E) Major Requirement. The candidate shall have satisfied the requirements of two major programs as described in 63, 64(A), 64(B), and 66.

(1) One major, to be listed first on the transcript and diploma, shall be in a department or program in the Humanities and Fine Arts or Social Sciences. The requirements to be satisfied shall be those of a major program leading to the Bachelor of Arts degree.

(2) The second major shall be a program in the Natural Sciences and Mathematics area. The requirements to be satisfied shall be those of a major program leading to the Bachelor of Science degree.

(3) The terms and conditions of 67, which governs multiple majors, apply to the selection of and admission to major programs for the Bachelor of Arts and Sciences degree.

(4) The Executive Committee of the college is authorized to determine which additional major programs are appropriate for use under (E)(1) or (E)(2).

(En. 6/7/82; Renum. 6/88; Eff. 9/89)

Section 5. Major Programs

63. General Provisions. Each candidate for a degree shall complete a major program of one of the types described in 64. The major program is designed as a planned effort to explore a subject systematically, to assure that all students pursing the same major program acquire certain knowledge in common, and to encourage the student in independent study.

(A) Requirements for major programs, including prerequisites and alternative electives, shall be submitted to the Executive Committee of the college for approval before publication and before they become effective.

(B) Major programs, of whatever type, leading to the Bachelor of Arts degree, shall require no more than 80 units, including all prerequisites.

(C) Major programs, of whatever type, leading to the Bachelor of Science degree, shall require no more than 110 units, including all prerequisites.

(D) In exceptional cases, particularly when the academic major includes considerable breadth, as in an interdisciplinary program, the Executive Committee shall be authorized to grant exceptions to the limits on units established in (B) and (C).

(E) No more than 6 units in internship courses numbered 92 and 192 and similar work-learn courses may be accepted in satisfaction of the requirements of major programs. The Executive Committee is authorized to grant exceptions to this restriction in cases of unusual merit. (Am. 2/6/79)

(F) Courses numbered 97T, 97TC, 197T, and 197TC do not satisfy unit and course requirements in the major. (Am. 6/2/80)

64. Types of Major Programs

(A) Departmental Majors

(1) Departments establishing a major program leading to the Bachelor of Arts degree shall require completion of no fewer than 36 upper division units, together with such lower division courses as the department deems necessary for a coordinated program. No more than 45 upper division units may be required.

(2) Departments establishing a major program leading to the Bachelor of Science degree shall require completion of no fewer than 45 upper division units, together with such lower division courses as the department deems necessary for a coordinated program. No more than 54 upper division units may be required.

(3) In accordance with AS Reg. 772(D) a department may prescribe comprehensive examinations for students majoring in that department, and unit credit may be given to students passing the examination. Such unit credit shall not, however, constitute any part of the minimum number of units in upper division courses which a departmental major must, by terms of this regulation, include.

(B) Interdepartmental Majors. Major programs may be established by conference between two or more departments or members of two or more departments, subject to the approval of the Executive Committee.

(1) Interdepartmental major programs leading to the Bachelor of Arts degree shall require completion of at least 36 upper division units, together with such lower division courses as deemed necessary for a coordinated program. No more than 54 upper division units may be required.

(2) Interdepartmental major programs leading to the Bachelor of Science degree shall require completion of at least 45 upper division units, together with such lower division courses as deemed necessary for a coordinated program. No more than 54 upper division units may be required.

(3) Interdepartmental major programs involving courses in three or more departments may, at the discretion of the Executive Committee, require 54 upper division units.

(4) Senate Regulation 772(D) and the specifications of (A)(3) above apply to interdepartmental major programs.

(C) Individual Majors. A student may propose an individually devised program to the Committee on Individual Majors, which is authorized to grant exceptions to the following general requirements:

(1) A student may not elect an individual major program after the beginning of the fourth quarter before graduation;

(2) The principal adviser must be a faculty member in a teaching department or program in the College of Letters and Science;

(3) The Committee on Individual Majors shall require no fewer than 45 units and no more than 54 units in upper division courses, together with the necessary lower division courses;

(4) The Committee on Individual Majors may require 54 upper division units for broadly based programs involving courses in three or more departments;

(5) At least 30 of the required upper division units must be in courses offered by teaching departments in the College of Letters and Science;

(6) A maximum of 10 upper division units in special study (194H, 199) and directed group study (198) courses may be counted toward unit or course requirements in the major program.

65. Declaration and Change of Major

(A) Except as provided in 66(B), students may elect any major program approved by the Executive Committee or request approval of an Individual Major. Admission to any departmental or interdepartmental major is subject to approval of the department or committee in charge of the program and of the Dean of the college.

(B) The Dean of the college is authorized to place a hold on the registration of a continuing student who has completed 90 or more units without having declared a major. A student who enters the college as an undeclared student with 75 or more units must file a declaration of major petition by the end of his/her first quarter of residence in the college. As part of the procedure by which a major is declared (or changed), each student, in consultation with a major adviser in the department or committee supervising the program, must prepare a projected plan of studies. Only a major adviser may endorse the declaration (or change) of major petition and only when this requirement has been met. As soon as a student has been accepted into a major program, he/she shall be assigned a permanent major adviser. (Am. 5/25/76; 6/1/81)

(C) Except under unusual circumstances, no change of major will be permitted by the Dean after the beginning of the student's senior year.

66. Scholastic Requirements

(A) Degree candidates must attain at least a C average for all courses offered in satisfaction of the major program, as well as for all upper division courses offered in satisfaction of the major program. For the purpose of these calculations, only courses taken on the Davis campus shall be counted. For purposes of attaining a C average in the courses of the major program, a student may, with the approval of his/her adviser, once repeat such courses in which he/she has received grades D or F. (Am. 6/6/83)

(B) Students who fail to attain an average of two grade points for each unit of work attempted in a major program may, at the option of the department or committee in charge of the program, be denied the privilege of pursuing that program or any other program administered by the department or committee. A similar option may be exercised by the Committee on Individual Majors.

(C) When in the opinion of a department or committee, a student cannot profitably continue in the program, the chairperson shall notify the Dean of the college in writing, indicating the basis for such opinion and the probable causes for the student's lack of success. In such cases, the student may be required to withdraw from the major.

67. Multiple Majors

(A) Students may elect to declare simultaneously more than one major program within the college or a combination of majors offered by the college and other undergraduate colleges on the Davis campus. Admission into a multiple major program is subject to the approval of the departments or curriculum committees in charge of the majors involved and the Dean of the college. In the case of multiple major programs crossing college lines, approval of the deans of all other colleges involved is required.

(B) Combinations of majors offered by a single department or curriculum committee are prohibited. The Executive Committee is authorized to grant exceptions to this restriction to departments or curriculum committees on the basis of sound programmatic justification. With the written support of the department or committee, a student may petition the Executive Committee or its designee for an exception.

(C) Cross-college multiple majors are not allowed when the majors involved are available within a single college as well.

(D) Departments, curriculum committees, divisions and other teaching units, singly or collectively, as well as faculty advisers have the right to disapprove a student's request for a multiple major. If disapproval of particular combinations of majors is established as the policy of a department, curriculum committee, division, or other teaching unit, the unit making such decisions must notify the Dean of the college so that the prohibition can be included in informational materials for students and advisers.

(E) Approval of a request to declare more than one major is subject to criteria specifying minimal overlap between the programs.

(1) Eighty percent of the upper division units offered in satisfaction of course and unit requirements of each major must be unique, that is, they may not be offered in satisfaction of requirements of any of the other majors involved.

(2) When unit requirements of the major programs included in a request differ, the major with the smaller number of upper division units required shall be used to compute the minimal unit difference that must be met.

(3) In determining that the 80 percent requirements of 67(E)(1) have been satisfied, advisers and the Dean must count both specific courses and courses with substantial overlap of content as common to the majors involved.

(F) The terms of Regulations 65 and 66 apply to multiple majors. (En. 6/1/81)

69. Minors. Departments and teaching programs may establish optional minors, including interdisciplinary minors. An interdisciplinary minor is defined as one which is sponsored by a single department or program and for which the course requirements are divided approximately equally between two departments or programs or are taken from three or more departments or programs. A student may elect to satisfy the requirements of one or more minors. Completion of a minor shall not be required for the degree. At the request of the student, completion of minors will be certified on the student's undergraduate transcript. (Am. 6/6/89)

(A) A minor shall consist of 18 to 24 units in upper division courses specified by the department or curriculum committee offering the minor.

(1) When unique subject matter essential to the academic coherence of the program is offered only at the lower division level, a single lower division course may be included as part of the minor in lieu of an equal number of units in upper division courses.

(B) (1) Not more than one course applied to the satisfaction of requirements in the major program shall be accepted in satisfaction of the requirements of a minor.

(2) No course used to satisfy the requirements of one minor shall be applied toward any other minor.

(C) The minimum GPA acceptable for any minor is 2.00.

(D) (1) Except in the special case of interdisciplinary minors, students cannot receive certification of a minor offered by the department or curriculum committee of the student's major. On the basis of programmatic justification, the Executive Committee may grant variances to this prohibition to departments or curriculum committees. With the written support of the department or curriculum committee, a student may petition the Executive Committee or its designee for an exception. (Am. 6/6/89)

(2) Students in the college may receive certification of completion of an approved minor offered by another undergraduate college on the Davis campus.

(Renum. 5/30/96)

(E) Students with a 2.00 or greater GPA in upper division Letters and Science courses offered in satisfaction of a minor may declare that minor by petitioning the Office of the Dean. (Renum. 5/30/96)

(En. 2/6/79; 6/2/80; 6/1/81; Am. 6/6/89; 5/30/96; 6/2/16)

Section 6. Educational Innovation

70. Experimental Liberal Arts Curricula. As alternatives for graduation under the provisions of 50, except for 50(A)(2), experimental four-year liberal arts curricula may be authorized by the Faculty of the college upon recommendation of the Executive Committee. Such authorization shall be for limited periods of time, but not for more than seven years. Each curriculum shall be reviewed yearly by the Executive Committee, which may close an experimental curriculum to new enrollments at any time prior to the expiration of the period of approval. In the last year of the period of approval, the Executive Committee shall evaluate the program to determine whether it shall be made permanent. If a program is approved for continuation, it shall be submitted to the Faculty for enactment in legislative form as a regular program of the college; failing approval of the Faculty, it shall be discontinued.

Section 7. Enrollment Regulations and Grades

73. Academic Advising. Students are required to consult a faculty adviser at several points in their academic careers.

(A) (1) Each student shall, in consultation with a faculty adviser in the student's major, develop a written program of courses that will meet the student's educational objectives and lead to satisfaction of all degree requirements. The plan shall be approved by and filed with the faculty adviser before the student has accumulated 90 units of degree credit. Filing of the plan does not preclude subsequent changes of major or modification of the study program. In the event that a student changes the major program, a plan must be submitted to the new departmental adviser before the end of the quarter in which the change of major is undertaken.

(2) Students who enter the college with 75 or more units shall file the plan during their first quarter in residence.

(B) During the final quarter of the junior year, before completing 135 units, each student shall obtain a formal check of major requirements from his or her faculty adviser and a degree check from the Office of the Dean.

(C) (1) A student who intends to register after accumulating 195 units shall develop with the faculty adviser in the major a written, quarter-by-quarter plan of study that will lead to the earliest possible attainment of educational objectives and satisfaction of degree requirements. The plan shall be filed with the faculty adviser before completion of 195 units.

(2) If completion of the proposed program requires registration after accumulation of 225 units, the faculty adviser shall immediately refer the student to the Dean to request the permission required under 75.

(D) Faculty advisers shall notify the Dean when the required plans or checks have been completed and filed.

(E) The Dean is authorized to deny registration to students who do not comply with the advising requirements specified in (A), (B), and (C) above.

(En. 6/1/81)

74. Study List Regulations

(A) Study lists of more than 21 units require the approval of the Dean of the college.

(B) During the freshman year, or in the case of transfer students entering their first quarter of residence, the study list shall not exceed 17 units.

(C) In calculating study list totals, Entry Level Writing (WKLD), other remedial courses approved by the Committee on Courses of Instruction, foreign language courses which duplicate high school training (see 51(F)), and repeat of courses in which D, F, or NP grades have been earned will be counted for the full unit value.

75. A student who has accumulated 225 or more units is allowed to register only with the permission of the Dean. (Am. 6/1/81)

76. Courses on a Passed/Not Passed Basis. Not less than three-fourths of the units taken at the Davis campus and presented for graduation must be in courses taken for a letter grade. Courses graded P in accordance with DD Reg. A545(C) are counted toward the three-fourths. The limits imposed by DD Reg. 545(B) apply to students in the College of Letters and Science.

Section 8. Courses of Instruction and Examinations

80. Resident instruction is defined as that which is offered to students in regular attendance during the fall, winter, spring, and summer terms. Courses in resident instruction at the University of California or at other accredited postsecondary institutions may be counted in satisfaction of a major program and degree requirements.

81. Summer Session Courses. Students who desire to satisfy specific subject requirements for the degree of Bachelor of Arts or Bachelor of Science in University summer sessions may use only those courses which are equivalent in subject matter and in unit credit to courses offered in the fall, winter, or spring terms, listed as acceptable in meeting requirements for those degrees and designated by the same numbers with the prefix “S”.

82. Extension Courses

(A) Students who desire to satisfy in University Extension, University of California, major program or specific subject requirements for the degree of Bachelor of Arts or Bachelor of Science may use only those courses which are equivalent to courses offered in regular sessions listed as acceptable in meeting requirements for those degrees. (See AS Regs. 810, 182.)

(B) Extension courses do not count toward satisfaction of the residence requirement described in 53 and AS Reg. 630, or the grade point requirements described in 66(A) and AS Reg. 634.

Section 9. Honors

88. Honor Students

(A) An honor list shall be prepared each quarter and shall be made public.

(B) Minimum standards for inclusion on the quarterly honor list are prescribed by the Davis Division of the Academic Senate. (Am. 6/2/80)

(C) The minimum quarterly grade point average for inclusion on the honor list of the college shall be greater than 3.3. (Am. 6/2/80)

89. Honors with the Bachelor's Degree

(A) Students may qualify for Honors, High Honors, and Highest Honors with the bachelor's degree. The minimum grade-point standard for Honors, as prescribed by the Davis Division of the Academic Senate and published in the General Catalog, shall be the minimum grade-point standard for the award of all categories of Honors by the College. (Am. 6/6/89)

(B) No student shall be awarded honors if more than 8 units of grade "Incomplete" appear on the transcript. Individual appeals from the regulation may be approved by the Committee on Honors. (Am. 6/2/80)

(C) A student who meets the prescribed minimum standards shall be awarded Honors by the committee on its own authority.

(D) High and Highest Honors

(1) A qualified student shall be recommended for High or Highest Honors by the department or committee supervising the major program. The recommendation shall be made to the Committee on Honors and be based upon criteria developed by the department or program in accordance with Reg. 90.

(2) A final overall GPA must be attained which would qualify the student for graduation with Honors as prescribed by minimum standards of the Davis Division of the Academic Senate.

(3) The department or program recommendations on whether to grant High or Highest Honors shall be based on the student's overall work and work in the major program, primarily the senior project.

(4) Special requirements for High or Highest Honors imposed by departments or programs, must be published in the General Catalog.

(5) The chairperson shall canvass the Faculty of the department or the faculty members of the curriculum committee and shall forward the results of the canvass, including dissenting opinions, if any, to the Committee on Honors.

(6) The Committee on Honors shall evaluate the departmental recommendations and review the files of all qualified students who are not recommended for High or Highest Honors. In doubtful cases the committee shall confer with the department or curriculum committee involved. The decisions of the Committee on Honors shall be final. The Committee on Honors shall notify departments and curriculum committees of its decisions, including its reasons for rejection of recommendations, if any.

(7) Qualified students not recommended for High or Highest Honors shall be awarded Honors. (Am. 6/2/80)

(E) Students who receive Honors, High Honors, or Highest Honors with the bachelor's degree shall be so designated in their diplomas and in the List of Certificates, Degrees, and Honors, together with specification of their respective major programs and grade of honors.

(Am. 6/88; Eff. 9/90)

90. Honors Programs. There may be established for each major program, an Honors Program which shall include satisfactory completion of a program consisting of an honors-level research project, research paper, senior thesis, or other project of a comparable nature as defined by the department or committee, any of which shall require a minimum of 6 units of course work devoted to the project, distributed over at least two quarters.

(1) Eligibility to participate in an honors program shall be extended to students who have completed at least 135 units and have attained a grade point average of at least 3.5 in courses required for the major.

(2) Departments or committees supervising the major program may require a suitable course or course sequence, or other requirement such as a general examination, as part of such a program.

(3) The Committee on Honors may approve programs which are at slight variance with these Regulations.

(Am. 6/88; Eff. 9/89)