



COLLEGE OF LETTERS AND SCIENCE  
OFFICE OF THE DEANS  
UNDERGRADUATE EDUCATION AND ADVISING

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To: The Academic Senate  
From: James McClain, for the Council of Associate Deans.  
Re: Recommended changes to the Minimum Progress Requirement

The Minimum Progress Requirement (MPR) is a complex regulation that is difficult for students to understand. The current version was established in 2005, and resulted from the efforts of an administrative-faculty task force charged with creating a better regulation. After nine years, it is time to revisit the regulation. Overall, the present regulation is inconsistent with campus efforts to improve “time-to-degree” percentages and create a more student-centric campus.

There are a number of problems that can be fixed without hindering the original goals of the minimum progress requirement. As a starting point, we submit to you the following ideas. For the sake discussion, we have suggested language in the accompanying document.

**Problem 1:** The current system includes “Minimum Progress Probation”, “Subject to Disqualification I (SD1-not dismissible)” and “Subject to Disqualification-II (SD-II, dismissible)”. Two levels of disqualification are confusing to students, and are not analogous to how qualitative student status is defined. There is no equivalent SD-I and SD-2 when evaluating a student’s qualitative (GPA) status.

**Solution 1:** Students who’s MPA is less than 13, would be on Minimum Progress Probation. The SD-I designation would be eliminated. For students on probation, their DPA would be evaluated at the end of the following full time academic quarter (normally the following Fall). If their DPA is less than 13 they would be subject to disqualification and dismissible. Exceptions to disqualification may be granted by the College faculty (or its authorized agent) in appropriate circumstances under policies established by the Academic Senate.

**Problem 2:** The Faculty recognizes that in certain circumstances, it is beneficial for students to take a course at another college or university. Under these circumstances, the student may petition for “simultaneous enrollment”. However, under the current MP regulation simultaneously enrolled courses may not be counted for minimum progress (this is actually contradictory in Academic Senate regulations).

**Solution 2:** Courses approved for simultaneous enrollment count toward units in the calculation of MPA and DPA, provided they are transferrable, and provided that they will satisfy degree requirements.

**Problem 3:** When a student has been dismissed for quantitative or qualitative reasons they cannot improve their MPA or GPA while they are dismissed. There is no way the student can improve his/her minimum progress status, although they may have improved their qualitative status (GPA).

**Solution 3:** When a student is readmitted, her/his MPA is reset upon her/his first full-time quarter. The DPA is not reset.

I submit these to you as a starting point for discussion. I would propose that these and/or other recommendations be submitted by CAD to the Undergraduate Council of the Academic Senate. The result may be the formation of a new task force, no action, or a completely different set of changes. But the CAD is a good place to start.

## EXPECTED AND MINIMUM PROGRESS

### A552. Expected and Minimum Progress

- (A) Expected Progress Defined. A full-time regular undergraduate student (see Davis Division Regulation C561 for definition of a part-time student) shall be considered to make expected progress with an average of 15 units passed per quarter. (Am. 05/04/05)
- (B) Minimum Progress Defined. A full-time, regular undergraduate student (see Davis Division Regulation C561 for definition of a part-time student) shall be required to maintain an average of at least 13 units passed over all quarters of enrollment. Minimum progress shall be defined as an average of 13 units passed per quarter calculated at the end of every spring quarter for the preceding three quarters (Fall, Winter, Spring) comprising an academic year. The average shall be calculated based on the number of quarters in which the student was enrolled full-time during that period. (En. 6/7/83; Am. 11/30/83; Am 6/8/99; Eff. 9/1/2000; Am 05/04/05)

#### (1) Units Passed.

- (a) For the purposes of calculating minimum progress, remedial non-credit courses shall be evaluated according to the “Carnegie Unit” rule and counted as units passed, subject to prior approval of such courses for this purpose by the Davis Division Committee on Courses of Instruction. The unit values associated with such courses shall not be applied toward the satisfaction of any baccalaureate degree requirement. (Am. 2/9/77; Am. 05/04/05)
- (b) If a student receives a grade of D in a course and repeats the course, the course shall be counted as units passed each time the course is passed up to a maximum of 16 units. (Am. 05/04/05)
- (c) Units passed during a summer session at UCD or at another accredited school and transferred to UCD shall be counted as units passed during the first full-time quarter of enrollment at UCD immediately following the summer session. (Am.05/04/05)
- (d) Units passed by examination in accordance with policies established by the Davis Division Committee on Courses of Instruction (see SR 620 and DDR 528) shall be counted as units passed during the term in which the examination was taken. (Am. 05/04/05)
- (e) Units graded as IP (in progress) shall be counted as units passed. (Am. 05/04/05)
- (f) Units graded I are not counted as units passed. When the grade I is replaced by a passing grade, the units shall be counted toward minimum progress for the quarter in which the I grade was awarded. (Am. 6/7/83; En. 11/30/83;Am. 05/04/05)

(g) For students who receive approval for simultaneous enrollment (at another

college or university), the units transferred to the students UCD record will be counted toward their minimum progress requirement, provided those units contribute toward the student's UDD degree goals.

(C) Failure to Make Minimum Progress. (Renum. 6/8/87)

- (1) In accordance with the provisions of Davis Division Regulation A552(B), at the end of every Spring quarter it shall be determined if each student enrolled full-time for any quarter during the preceding academic year has met the minimum progress requirement of an average of 13 units passed per quarter. ~~A student whose average number of units passed is less than 13 but greater than or equal to 12 shall be placed on "academic probation for quantitative reasons." A student whose average number of units passed is less than 12 shall be "subject to academic disqualification for quantitative reasons."~~ A student whose average is less than 13 units will be placed on "academic probation for quantitative reasons. An undergraduate student is in scholastic good standing if not on academic probation or subject to disqualification for either qualitative reasons as defined in Senate Regulation 900(A) or quantitative (minimum progress) reasons as defined herein. (Am. 05/04/05)
- (2) For every student who is "subject to academic disqualification for quantitative reasons," a "degree progress average" shall be calculated at the close of the next full-time quarter of enrollment at UCD. The degree progress average is defined as the quotient of the number of units passed during full-time quarters from the initial quarter of matriculation at UCD divided by the number of full-time quarters completed at UCD. (Am. 05/04/05)
- (3) A student whose degree progress average is less than 13 units shall be "subject to academic disqualification for quantitative reasons." A student whose degree progress average is 13 or more units shall not be "subject to academic disqualification for quantitative reasons." (Am. 05/04/05)
- (4) Student Notification:  
A student "subject to disqualification for quantitative reasons" shall be disqualified from the university. That action shall be taken by the College faculty (or its authorized agent) and is subject to such conditions as the faculty may impose. Exceptions to disqualification for quantitative reasons may be granted by the college faculty (or its authorized agent) in appropriate circumstances under policies adopted by the college faculty. (Am. 05/04/05)
- (5) An undergraduate student in scholastic good standing for qualitative reasons as defined in Senate Regulation 900(A) but who is subject to academic probation or disqualification for quantitative (progress) reasons as defined herein, may continue to opt to take courses on a Pass or Not Passed basis (See Davis Division Regulation A545(A)). (Am. 05/04/05)
- (6) Colleges shall report the numbers of students subject to disqualification for quantitative reasons and the number of exceptions and reasons for those exceptions

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to the Undergraduate Council on an annual basis in the fall quarter. (Am. 05/04/05)

- (7) A notation on a full-time student's transcript that he or she either has not made minimum progress or is on probation or subject to disqualification for failure to make minimum progress shall be removed when the student has satisfied all other requirements for graduation. (Am. 05/04/05)

Except when a student has been disqualified from the university, all notations regarding failure to comply with the minimum progress requirement shall be redacted when copies of a student's transcript are prepared for outside persons or agencies, such as professional or graduate schools. (Am. 05/04/05)

(D) Accommodations for Students with Documented Disabilities (Am. 4/14/2008)

- (1) A student seeking an accommodation for a documented disability with respect to the minimum progress requirement shall provide his or her Dean's office with a letter from the campus Student Disability Center (SDC) including a recommendation for either a transfer to part-time status or a waiver of the minimum progress requirement for full-time students for a specific period not to exceed one year. It is the student's responsibility to request accommodations as soon as possible, and this notification must be made within a period of time which allows the university a reasonable opportunity to evaluate the request and offer necessary adjustments. The accommodation is subject to extension and modification, and it is the student's responsibility to submit subsequent requests as the need arises. (Am. 4/14/2008)
- (2) The faculty of a college (or its authorized agent) may authorize either a transfer to part-time status (as described in Davis Division Regulations C560-C562) or a waiver of the minimum progress requirement for specific quarters (not to extend to quarters beyond those recommended by the SDC) for a student for whom the SDC has determined that an accommodation is required. In either case the units earned and the quarters attended during the period of the accommodation shall not be used in determining whether a student has satisfied the minimum progress requirement. No accommodation shall alter the nature of the academic demands made of the student nor decrease the standards and types of academic performance. (Am. 4/14/2008)
- (3) If the faculty (or its authorized agent) and the SDC cannot arrive at a mutually agreeable accommodation, the matter shall be resolved by a committee convened the Vice Chancellor - Student Affairs that includes a representative from the SDC and the authorized agent of the faculty of the college (or, in the absence of such agent, the chair of the faculty). (Am. 4/14/2008)
- (4) Colleges shall report to the Undergraduate Council on an annual basis in the fall quarter the numbers, types, and duration of accommodations granted. (Am. 4/14/2008)