



University Policy Statement

UPS 411.210

POLICY ON THE AMERICAN GOVERNMENT GRADUATION REQUIREMENT

I. INTRODUCTION

This UPS establishes the policy for the evaluation of courses proposed to fulfill the University Requirement in American and California Government --AGG Requirement-- as established to conform with California Code Title 5, paragraph 40404.

Courses may fulfill the AGG Requirement in its entirety or its California portion.

II. EVALUATING COURSES FOR INCLUSION IN AGG REQUIREMENT

Only courses that are already part of the university curriculum can qualify for inclusion in AGG Requirement. Special Courses cannot carry AGG Requirement credit.

- A. Sequence of Development and Review:** There shall be a cycle every semester for the approval of the inclusion of courses in the AGG Requirement. The fall semester cycle begins on September 1, and the spring cycle begins on February 1. Each cycle shall be completed with the transmission of recommendations to the President of the University ("President") by the end of the semester. All submitted AGG Requirement course change forms shall be subject to the following process:
- B. Proposal:** Departments offering a course that is already part of the university curriculum (i.e., which has undergone full review and approval by the Academic Senate ("AS") and the President) may seek, using an AGG Requirement Course Change Form (with attached syllabus and evidence how the course meets the AGG Requirement Learning Objectives [see section III below]), inclusion of the course in the AGG Requirement.

The AGG Requirement Course Change Form and supporting documents shall be reviewed by the University Curriculum Committee ("UCC") and the Provost and Vice President for Academic Affairs or Designee ("AVP") who, upon review and approval, shall forward the AGG Requirement Course Change Form to Academic Programs.

1. **Publication:** Each cycle begins with the distribution to all university faculty of a list of courses proposed for inclusion in the AGG Requirement and their catalog descriptions together with a deadline for raising questions and challenges. AGG Requirement Course Change Forms shall be available for examination in the office of the AVP and the office of the Academic Senate.

2. **Fall Cycle Deadlines:** The fall cycle begins on September 1 with the distribution of the list of courses proposed for the AGG Requirement by the AVP. Questions must be filed with the AVP by September 15. Challenges must be filed by September 30. AGG Requirement Course Change Forms, whether challenged or not, shall be sent to the UCC by the AVP by October 1.
3. **Spring Cycle Deadlines:** The spring cycle begins on February 1 with the distribution of the list of courses proposed for the AGG Requirement by the AVP. Questions must be filed with the AVP by February 15. Challenges must be filed by February 30. AGG Requirement Course Change Forms, whether challenged or not, shall be sent to the UCC by the AVP by March 4.

- C. Questions and Challenges:** A question is a written inquiry about the appropriateness of including a course in the AGG Requirement. A challenge is a conversion of a question into a formal request to disapprove a course proposed for the AGG Requirement on specific jurisdictional or academic grounds.
- D. Committee Review:** The UCC review of all courses submitted for inclusion in the AGG Requirement will take place on the basis of Section III provided in this document. The UCC shall forward its recommendations to the AS by November 15 in the fall cycle and April 15 in the spring cycle, for review and recommendation to the President.

III. AGG REQUIREMENT LEARNING OBJECTIVES

Students completing courses that fulfill the AGG Requirement shall:

1. Assess critically how the Constitution of the United States and government under the Constitution have shaped American democracy and contemporary American society.
2. Understand critically the political culture of citizen participation, including political parties, pressure groups, public opinion, and the electoral process.
3. Assess critically the Constitutions of the United States and of California, and the operation of representative democratic government under those Constitutions.
4. Explain the processes and interaction between and among local, state, and national governments, with particular reference to California.
5. Understand critically the structures, functions, and processes of the three branches of government and resulting public policies.
6. Assess critically behavioral and institutional practices in United States' and California politics.

IV. EVALUATING COURSES FOR CONTINUED INCLUSION IN THE AGG REQUIREMENT

After consultation with the UCC, the office of the AVP shall, at least every four years, announce a review of a portion of courses fulfilling the AGG Requirement such that over an eight-year period all courses included will undergo periodic review.

1. This review shall be announced in a timely fashion to college deans, department / division chairs, members of the AS, and other members of the University community. Announcement may be accomplished via electronic mail.

2. UCC review will be guided by this UPS. Consultation with academic units shall provide ample opportunities to update courses to meet its goals and objectives. Sponsoring units may withdraw courses from the AGG Requirement.
3. Outcomes of the UCC review may include:
 - a. continued inclusion of the course in the AGG Requirement;
 - b. continued inclusion in the AGG Requirement but subject to another review in a subsequent semester; or
 - c. withdrawal of the course from the AGG Requirement.

Outcomes a. and b. shall be reported to the AVP and to the chair of the academic unit where the course is housed. Outcome c. shall constitute a recommendation to the AS, except where an academic unit voluntarily withdraws a course from the AGG Requirement.

V. CSUF STANDARDS FOR THE AGG REQUIREMENT

Courses fulfilling the AGG Requirement shall be completed with a grade of D or higher in order to meet the requirement. A D- or lower grade does not satisfy this requirement. These courses shall include a statement that “a grade of D (1.0) or higher is required to meet the AGG Requirement.”

VI. WRITING REQUIREMENT

Courses fulfilling the AGG requirement shall include student writing appropriate to the course. Writing in AGG courses shall involve the organization and expression of complex data or ideas. Instructors shall provide careful and timely evaluations of writing so that deficiencies are identified and suggestions are offered for improvement on subsequent writing in the course. Evaluations of the student’s writing competence shall be used in determining the final course grade.

VII. EXCEPTIONS TO THE AGG REQUIREMENT

Students may fulfill the federal and the California portions of the AGG Requirement in separate courses. All courses approved for inclusion in the AGG Requirement shall clearly state in the catalog description and syllabus which portion(s) of the AGG Requirement the course fulfills.

Source: University Curriculum Committee

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