

3.2.1P

MAJOR REQUIREMENTS OF THE ASSOCIATE DEGREE

BOARD REVIEW: FEBRUARY 8, 2000

REVISED: MAY 8, 2001

REVISED: MARCH 12, 2002

REVISED: MAY 13, 2008

ED CODE: 70902

TITLE 5: 55061, 55063

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1. Major Requirements. A student must complete at least 18 semester units of study in a single discipline or related disciplines, as listed in the California Community College "Taxonomy of Programs", or in an area of emphasis involving lower division coursework which prepares students for a field of study or for a specific major at the University of California or the California State University.

Effective for all students admitted for the Fall 2009 term or any term thereafter, each course counted toward the unit requirement for a major or area of emphasis must be completed with a grade of "C" or better, or a "P" if the course is taken on a "pass – no pass" basis.

2. Proposing a Major. A department, a program, or a discipline within a department may propose a major. Notification by Email shall be given to department chairs/program directors that a major is being developed. If another department has a concern about the proposed major, these concerns should be expressed promptly (within 10 working days) to the supervising administrator. The resolution of these concerns will be facilitated by the supervising administrator(s) of the departments involved. For majors that clearly involve more than one discipline, see interdisciplinary majors described below.
3. Interdisciplinary Majors. A department, a program, or a discipline within a department may propose an interdisciplinary major. Notification by email shall be given to all department chairs/program directors. In order to assure that the major is open to participation from all interested departments, notification shall also be sent to the Academic Senate President. The Academic Senate shall notify faculty that an ad hoc committee is being formed to work on an interdisciplinary major, and faculty from interested departments should notify the Senate of their interest in participating. The Academic Senate shall then appoint an ad hoc committee to create a major proposal, chaired by a representative of the department that originally proposed the interdisciplinary major. As part of the approval process, the committee will identify a department or departments to oversee the ongoing coordination of the major and to assure adequate numbers of classes are available for students to complete the major.
4. Certificate Programs. Certificate programs of at least 18 units may fulfill the major requirements. Certificate programs of less than 18 units may fulfill the major requirement if additional courses are prescribed to total 18 units and if the major is one listed in the California Community College "Taxonomy of Programs" as required in number one above.
5. Approval Process. A proposal to establish a major shall be submitted to the Majors Review Committee following the approved format (see Curriculum Writers Handbook) and according to timelines established by the committee. The Majors Review Committee will work directly with departments to assure that the major meets the requirements outlined below. The proposal will then be forwarded to the Curriculum Review Committee for approval.

(Important note: This approval process is for major requirements for the Associate Degree. While many certificate programs will meet the major requirements, a separate process is required to establish new certificate programs or to create new courses. See the Curriculum Writers Handbook for these procedures).

6. Essential Elements. In order to be approved, a proposed major (including interdisciplinary majors) must contain four essential elements:
 - a. An orientation course, segment of a course, or program within the department that provides an appropriate interdisciplinary understanding of, and broad perspective on, the values, themes, methods, and history of the major course of study, and identifies for students realistic career objectives related to the course of study.
 - b. An introduction to the use of information and learning resources within the courses required for the major. This may be accomplished as part of existing courses in the department, a separate course in the department, or by requiring students to take a library research course offered by Library and Information Resources.
 - c. A recommended or prescribed sequence of courses in the major. Such a prescribed sequence should prepare a student for transfer and upper division work, for an occupational field, or provide an introduction to an interdisciplinary theme.
 - d. A minimum of 18 units of study in a single discipline or related disciplines; or in an area of emphasis involving lower division coursework which prepares students for a field of study or for a specific major at the University of California or the California State University.
7. Recommended or Prescribed Sequence. In developing the sequence of courses, departments should consider the usual or common lower division preparation for a particular academic field or occupational area. Students may be given choices or alternatives within the requirements. Courses required for the major must be eligible for credit toward the Associate Degree (SRJC course numbers 1-299).
8. Recommended Electives and General Education Courses (optional). Each major proposal may also list recommended electives or general education courses that would complement the major. This is optional.
9. Relation to General Education. A course may be used to satisfy both a general education requirement and a major requirement. However, a course may be used to satisfy only one general education requirement. (Title 5 Section 55063(c)).
10. Changes to Majors. Proposed changes to approved majors shall be submitted to the Dean of Curriculum and Educational Support Services for review and then forwarded to the Curriculum Review Committee for approval. An effective date for the change to take place shall be established. Students will have "catalog rights" for the major in effect at the time of initial enrollment, or, in the case of a break in enrollment, at the time of re-enrollment (as described in the SRJC catalog).
11. List of Approved Majors. A list of approved majors shall be maintained in the Academic Affairs area and in the Counseling and Support Services Department. The list of approved majors shall be published in the college catalog and on the SRJC web site.
12. Diploma. Students who have successfully completed major requirements for the Associate Degree shall have their major field stated on their diploma and recorded in their transcripts. Students who complete all major requirements for two separate majors can be awarded an Associate Degree with both majors stated. (Note: Although a "double major" is allowed, students may only be awarded one Associate of Arts and one Associate of Science degree, see Policy 3.2)
13. Associate of Science. An Associate of Science degree shall be awarded to a student who has satisfied all the requirements for the Associate of Arts degree and shall include a major of at least 18 semester hours in the fields of engineering, physical and biological sciences, or an occupational curriculum. Proposed majors at SRJC will specify whether the major leads to an Associate of Arts or an Associate of Science degree.
14. Effective Date. Beginning in Fall semester, 2002, students enrolling at SRJC must fulfill the requirements for one of these approved majors in order to be awarded an Associate degree.

15. Multiple Majors. It is possible for a student to complete the requirements for more than one major upon graduation, providing that all requirements are met for each major. For multiple majors, a single diploma with all majors listed will be issued. If one major leads to an Associate of Science and the other to an Associate of Arts, two diplomas will be issued.