

CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA
ACADEMIC SENATE

ACADEMIC AFFAIRS COMMITTEE

REPORT TO

THE ACADEMIC SENATE

AA-003-234

Priority Registration Unit Limit Update

Academic Affairs Committee

Date: February 1, 2024

Executive Committee
Received and Forwarded

Date: February 7, 2024

Academic Senate

Date: February 14, 2024
First Reading

Background**Your Name:** Erin DeRosa**Your Email:** ederosa@cpp.edu**Title of Referral:** Priority Registration Unit Limit Update**Names and Titles of proponents:**

Cecilia Santiago-Gonzalez, Assistant Vice President

Erin DeRosa, Executive Director

Connie Kuang, Registrar

Keywords: Priority registration, enrollment appointment, registration unit limit**Is there a deadline by when this referral needs to be considered by the Academic Senate?:**

Yes

Deadline Date: 2/16/24**Justification for deadline:** An approval of the update by February, 2024 will allow us to implement the change for Fall 2024 registration, which will occur in April 2024.**Background:**

In fall 2018, the Priority Registration process

(https://academic.cpp.edu/senate/docs/aa007178sen.pdf) was re-evaluated, and at the time, the unit maximum was set to 15 units to allow for students to stay on track to meet their 30 units per academic year goal (see CPP Take 30 campaign:

https://www.cpp.edu/studentsuccess/take30/index.shtml) while also ensuring that all students were able to enroll for a full load of classes. Over time, it has become clear that the 15-unit limit is adversely impacting students in majors with a high number of courses that have lab corequisites (namely STEM students):

Example 1: Attempting to enroll in 4 courses with lecture/lab co-reqs:

Lecture (3 units) + Lab (1 unit)

Lecture (3 units) + Lab (1 unit)

Lecture (3 units) + Lab (1 unit)

Lecture (3 units) + Lab (1 unit)

Total: 16 units:

Example 2: Attempting to enroll 5 courses, one with a lecture/lab co-req:

Lecture (3 units) + Lab (1 unit)

Lecture (3 units)

Lecture (3 units)

Lecture (3 units)

Lecture (3 units)

Total: 16 units

The 15-unit limit has caused students to have to drop required courses, or hope that they can get into them later during general registration or during their add/drop appointment.

Proposed referral:

Increase the priority registration unit limit to 16 units. This aligns with the unit limits for all general registration unit limits (except graduating seniors).

Registration Group	Current Unit Limit	Proposed Limit
Priority Registration	15	16
PBAC Students	16	16
Graduating Seniors	18	18
Seniors	16	16
Juniors	16	16
Sophomores	16	16
Freshmen	16	16
Add/Drop Period	18	18

Recommended Resources:

Registrar's Office,
Office of Student Success, Equity & Innovation,
Academic Programs

Attachment: None

Discussion:

The Academic Affairs Committee discussed this referral in Fall 2023 and received further consultation feedback at the start of Spring 2024.

We consulted with constituents, the Registrar's Office, Office of Student Success, Equity, & Innovation, and Academic Programs (Connie Kuang, Cecilia Santiago-González, Erin DeRosa, and Keith Forward). The Committee also consulted with all Department Chairs and representatives from Student Success Centers for every college.

Feedback for this referral so far has been 100% positive. Some departments felt this hasn't been an issue but could still be beneficial, while others noted that the 1-unit difference has caused a burden on students and results in extra work for Department Chairs, faculty advisors, and Student Success advisors; therefore, this referral will make registration more flexible for students and remove unnecessary delays (even for graduation).

Based on feedback, students in degrees with labs will benefit the most; however, other program representatives noted that their students who take fewer labs or have a wide variety of course units in their program will also benefit, especially when planning to take GE classes.

Recommendations: The Academic Affairs committee recommends approval of this referral to update the priority registration unit limit cap from 15 to 16 units.