Marlene: Hi. My name is Marlene.
Sam: I'm Sam.

Marlene: And we're going to walk you through three important things; graduation requirements, policies and general education that will help you be successful. But before we even get into those, we're going to show you a little bit about the Website. And to start off, here we are at our CSU Chico Website, our homepage.
A couple things I want to point out is, first, in order to access your portal, you access it through this homepage. And if you just click on the Portal tab, then that will take you through. You can get yourself registered. It will take you to your Student Center; and that's important when you come to add and drop classes.
Also you can access your e-mail account, your Wildcat e-mail through there, either the portal or there is an e-mail link.
The one we're going to focus on the most is the Catalog tab.
We’re going to go ahead and click on that. And this tab is important because it's like a contract between you and the University. So whatever catalog it is that you come in using, that’s the catalog that’s going to apply to you throughout your four or five years here at Chico, unless you switch your major.
So in the Catalog tab, we can go over to academic programs, and here we have a listing of all of the majors offered here at Chico State.
The next tab over is the Courses tab. And if you ever want to find a course here at Chico, no matter what course it is, you can find it here by clicking on the Courses tab. And we're going to use one as an example. So we'll just go ahead and click on any one of those courses.
And Agriculture Education, if we scroll down, it will show you the number of results there are; so how many classes are offered in Agriculture Education. It shows us that the class is three units.
We can click on that and it gives you a description of what the class is. So this is really helpful as you're exploring courses, and maybe you're borderline between one course or the other. It's helpful to know where you can find the information on what the class actually entails.
There's only one other thing that we will show you in terms of the catalog and that's the degree maps or major academic plans.
You can click on this tab and there's an academic plan for just about every major, and you'll see it. It will tell you whether the map is available or not.
You can click on it and it will give you an outline of the courses that you should be taking each semester. So it outlines first semester, second semester. It goes all the way until the completion of your major. So this is a really good tool to use as you're going through registering for classes and you need a better idea of what classes you should be taking. So that covers it in terms of the catalog and the Website. So now we'll jump into our graduation requirements.
Sam: Now we're going to get into talking about the graduation requirements here at Chico State. There are nine graduation requirements, and these are just helpful to let you know how you can graduate within the four years, if that's your ideal plan, but just to get out of here successfully, and with everything covered. So we'll go through them step-by-step. The first three are Total Units, Upper Division Units and Resident's Units. Now everyone might not know what a unit is; so we'll kind of just go through that process so that everyone kind of understands where these graduation requirements are coming from. So basically, one unit would be equal to one hour inside a classroom listening to a lecture. Then we like to say about two hours is going to be spent outside of the classroom for homework assignments, group projects and things like that. So just keep that in mind. Typically, a class here at Chico State is going to be three units; one class, three units. And we encourage most students to take an average of 15 Units a semester in order to graduate in that ideal four years. So that's about five classes. Those units can vary. Some classes can be more or less than three units, but on average, one class is three units, and we encourage students to take about 15 Units per semester. And that is a full-time student. So we just like you to know that's a big time commitment. And if you are planning on joining any other sports, part-time job, an organization, just keep in mind that this is like your full-time job, because it is your education. So now that we kind of know what a unit is we can go over these first three graduation requirements. So like I said, the first one is Total Units. This is going to be a whole range. You have to finish a certain number of Total Units, depending on your major, in order to graduate.
And it just varies by if your major is a lower unit major or a higher unit major. So for example, I'm a psychology major; so my Total Units to graduate are 120. But let's say that I was an engineering major; my Total Units to graduate would be 132. And that will be specified on your major page, and that just means that's the minimum amount of units you must complete in order to graduate with that major. Upper Division Units. Upper division is something that is kind of reserved for about third-year students or once you've completed 45 Units already. Upper division class will be denoted by having a 300 level or above course number next to it. So let's say you were taking Psychology 391, since we saw a three there. If it's 300 or higher, that is an Upper Division Unit. Okay. You need at least 40 Upper Division Units in order to graduate. But those 40 units will most likely all be covered in your junior and senior years; because for freshmen and sophomores, they want to stick more to Lower Division Units, within the 100 and 200 level courses. Third is our Resident's Units. A Resident's Unit basically just means that you've taken these units here at Chico State. We don't like people that come in for one semester, take a golf class and say they graduated from Chico State. We want you to get a significant amount of your education here at Chico State in order to graduate as a Chico Wildcat. So at least 30 Resident's Units. That won't be too hard. Fourth is our General Education requirement. Some of you may have heard that general education is just something to get through, but we don't believe that here at Chico State. It's about a third of your degree. It is 48 Units. So we really want students to value their general education experience. We believe there are core skills to build on with your upper division or major units and even career skills later.
So we really improved general education in this past year in order to make it a great experience for all students. Our fifth requirement is our Diversity requirement. Diversity is something that Chico State really values; and so it is part of our grad requirements. You have to complete six units in order to fulfill this. And there are two types of classes that you need to take in order to fulfill this fifth requirement, and those are a USD class or a United States Diversity class. This type of course will talk about different cultures within the United States. An example of a class would be African-American studies. And then the other class that you must take is a GC or a Global Cultures class. An example of a Global Cultures class would be African studies, because Africa is obviously outside of the United States, global. And you can find both of these in either your general education or sometimes even your major, and often times these double count. You can get your diversity requirement completed at the same time as you’re getting a general education requirement completed. So those would be pretty easy to do. Six is our American Institutions requirement. Again, just like diversity, this is only a six-unit requirement. It will be fairly simple, probably something you’re all familiar with. First, everyone has to take a US history class, which is History 130, for everyone; and a political science class or government, which is Political Science 155. Everyone has to take these two. They should be good refreshers from high school or past classes you've taken, and everyone's required for this. So just complete those. They are kind of reading intensive. So I wouldn't recommend taking both in one semester, but definitely do get them done in your first year or two here. Our seventh requirement is the Math and Writing requirement.
This is a nine-unit requirement; so there are three components to it. The first two will be within our general education. One will be your general education math class. The second will be your general education English class. And the third will be something called, a WP class. WP stands for Writing Proficiency, and this varies based on your major. Every writing proficiency class will be specific to your major, and it will just teach you how to write for the field you're going into or for the style of writing that you need for the major you're in. So my psychology writing proficiency class would teach me to write in a whole different style and to a completely different audience than, say, a civil engineering writing proficiency class. Okay. Eighth is an Approved Major, a pretty simple requirement. You just must declare an approved major and finish a major academic program in order to graduate with a degree in that major; fairly simple. Then, last but not least, is our minimum GPA requirement. Everyone, in order to graduate, must maintain at least a 2.0 GPA. Now that's about a C average. I know we can all do better than a C average, but that's the minimum. So just make sure you keep that in mind. Those are the nine grad requirements.

Marlene: So our next portion is policies, and the University has certain policies or rules that they've set up to help us be successful. And so our very first one actually goes right into what we just learned about graduation requirements, because it's GPA. And Sam mentioned that we needed to have a 2.0 GPA. Any time that our GPA falls below a 2.0 we're placed on what's called, Academic Probation, and what Academic Probation is, is simply a warning light just letting you know that whatever plan you've got going on right now isn't quite working.
So the rule is, that if you ever fall under Academic Probation, you go see an academic advisor. That’s what they're there for. They're located in the Student Services Center, Office Number 220. They are there to service your support. So two consecutive semesters on Academic Probation will get you disqualified from the University. So it’s very important to utilize your resources. And if you ever do fall under AP, then you consult with an academic advisor. Our next policy is repeat for forgiveness. Fortunately, the University, like I said, wants us to be successful and they’ve set certain things up to help us get there. And that is what repeat for forgiveness is there for. We have three repeat for forgiveness as students. The important thing to note there is that we have three repeat for forgiveness throughout our entire college career, and what this is, is that you can take a class or retake the class and then take the higher grade for it. There is paperwork that needs to be filled out but also that’s something academic advising can help you with. The thing to note about repeat for forgiveness is, is that because you only have three of them, it’s very important to be strategic about what classes you’re going to use those for. Again, another thing that academic advising can help you with. Our next policy is our grading system. While some other schools may count A pluses, A minuses, we have no such thing as an A plus or a D minus here at Chico State. Now another thing is that the plus and minuses do come into play here at Chico State, because every plus or minus is going to be plus or minus point three. So it’s important to note this because it could be the difference between you having an exact 2.0 or you falling below that 2.0 and being placed on Academic Probation.
So it's crucial to be aware of the fact that a plus or a minus does matter. Another thing that's available for us, in case classes aren't going good, is we have the ability to withdraw from a class. So say after the fourth week of your class it's not going good, then you have the ability to withdraw. However, you do need a serious and compelling reason in order to withdraw from the class after the fourth week. Another option that you have is taking an incomplete for that class. When you would use an incomplete is if you've gotten so far into the class and things were going good and sometimes things just happen. For example, one of my roommates had to take an incomplete in her class because halfway through the semester she started having health issues and she was starting to fall behind in some of the work; so she went in and talked to her professor and they were able to come to this agreement that she would just complete the work afterwards. The way that an incomplete works is this I is going to take the place of your grade on your transcript. You have up to one calendar year's time to complete your work. Once your work is completed and submitted, within that calendar year, then your professor will assign the grade and it will be placed on your transcript. So those are kind of the differences between withdrawing from the course and taking an incomplete in the course. Another option you have is the University understands that sometimes life happens, and they've set up what's called, a Planned Educational Leave, so say that you're going through a time where you just need a break from school. You have the ability to do that, utilizing a PEL or the Planned Educational Leave. You can take up to two consecutive semesters off with a PEL.
There is paperwork that needs to be filled out. Again, if a PEL is something that you’re considering, then you should see an academic advisor and talk to them about your plans and they will be able to help direct you in the right direction. Another option that you have is withdrawing from the University. You can completely remove yourself from the University. Now the difference between a PEL and withdrawing is that with a Planned Educational Leave your spot is held here at the University. When you withdraw, you completely remove yourself from the University. So it’s important to understand the differences between the two. Or another opportunity available to students is Chico State is fortunate to have a dual advising system, and what that means is that we have general advising, which is provided by academic advising. They will advise you on things from general education to making sure your meeting the policies as well as the graduation requirements. All of those general things, academic advising will help you with. Then things get more specific because we also have major advising, which is advising that happens more specific to your major. Typically, the way it works is you have a faculty advisor within your department and they will guide you through taking the proper classes in order to complete your major. So the way I like to think about it is you just have two teammates. They both have different talents, different skills, both wanting you to be equally successful. It’s very important to take advantage of both academic advising and major advising. The last thing that I’ll talk about is our registration period and our add drop period. The way that works is that Weeks One and Two, students are able to go into their portal and they can add or drop classes through their portal. Weeks Three and Four things get a little bit more difficult, because in order to add or drop a class, you need permission from the professor.
So you need paperwork and you need signatures from the professors. After Week Four things get really complicated because you need a serious and compelling reason, and this also requires paperwork. But now not only do you need a signature from your professor, but you need a signature from the Department Chair of whatever department, the class you're taking is in, and then you need a signature from the Dean of the College. So things start to get really difficult after Weeks One and Two. So definitely, if you're considering dropping a class just because you don't enjoy it or you want to take it with a different professor, then Weeks One and Two would definitely be your best bet.
Sam: So now we're going to talk a little bit about general education, and we'll go through step-by-step what the different requirements are and how you can fulfill them. And just like everything else we've talked about today, grad requirements, policies, general education, all these things can be found through our catalog. So if you ever need a references planning sheet or print one out, you can go right back to our catalog and find it on there. Okay. So first, we'll talk about the foundation, and that's this upper part of this box right here. We call it the foundation because they really are the fundamental skills that we think everyone can use throughout their entire lives not just in their college career but foundation skills to use from here on out. These first four are A1 through A4 and we call these the Big Four and that's because they're the core skills, and you need to complete these four classes with at least a C minus or better in order to pass them. So we'll kind of go through those. The first one is your Oral Communications requirement. That basically just means your speech class. There are two different options to take for this requirement. As you can see up there, you can either take CMST, which stands for Communication Studies 131 or 132. Now the difference is 131 will be individual. So like me, standing up here by myself talking to all of you. That's what you'll be doing or it just goes by preference. If you want to take 132, that will be a group communications class. So you would research your topic with a group of five people and then you would all come up here and present it to the class. So it just depends on what you're more comfortable with. Okay. Moving down to A2, our second requirement, that's our Written Communication requirement.
That basically just means your GE English class. There’s a lot of different options. You can either take English 130, which is just an academic writing class, or now this year you can take Journalism 130, if journalism is something that interests you a little more than maybe just basic English. And what English class you take depends on your EPT score. Everyone should have taken their EPT test before they came here or at least been exempted from them. So if you scored 147 or above on your EPT, then you are eligible to take either English 130 or Journalism 130. Okay. And if you scored below 146 or below, then you’ll need a little bit of prep work before you get into those English classes. Okay. So moving on right down to A3, this is your Critical Thinking area. Just what it sounds like. There’s a lot of different options here. A great way to see which one you'd prefer to take is to look them up on the catalog, that we showed you earlier, on that Courses tab. But examples of those would be Philosophy 102 right there. The title of that is simply Logic and Critical Thinking. So pretty self-explanatory. Next, down here, A4 is your Quantitative Reasoning Requirement. That's also just known as general education math. Again, this will depend on your ELM score. If you scored 50 or above on that ELM, then you are eligible to take a GE math right away. The two options we have are Math 101, which is sort of just an overview of algebraic things, and then Math 105 is Intro to Statistics. As you'll see in these parentheses, there are a lot of advanced course substitutions. What those mean is that if you decide to pick a major, that it has more specific math related to it, then you might get to take one of those instead of just your two GE math options. But that all depends on your major, like I said.
Again, you are only eligible to take one of these GE math classes, if you scored 50 or above on your ELM. If you scored below 50, then you will need to finish some math prep work before you get right into those GE math classes. Okay. So those are your A1 through A4. Moving right down here are sciences classes. B1 is your physical sciences; so things like hard sciences, like chemistry or astronomy or geography, things like that. And then down here is your B2, your life sciences, things more like biology or anthropology or plant and soil science, stuff like that, living organisms. A good thing to know, every science class at Chico State has a lab portion attached to it and every lab is a one-unit portion. So if you take a science class, it will be a four-unit class. Okay. So typically, classes are three units. Science classes will be four. Okay. So just a little more of a time commitment per week. Again, these are all of your options, and you will have a lab portion. When you register for a science, it will prompt you to add on a lab to the lecture that you’ve selected. Okay. So again, that’s your foundation. Moving right down, this is your American Institutions requirement. We talked about this when we talked about graduation requirements. Just what we said, everyone has to take a US history course, which is that History 130 right there, and then everyone has to take a class that covers the Constitution and California state and local government, and that will be Political Science 155. Everyone has to take those. But again, they are a little reading intensive; so I wouldn’t recommend taking them within the same semester.
So now we're kind of going to move down to the pathways, and Marlene will talk more about how the pathways work.
Marlene: So the way that our pathways work is we have five disciplinary areas, which go right along the side, and then we have different pathways in which you can complete each disciplinary area. So the way that it works is that we need to have at least one class taken from each disciplinary area. So we need one class from art going all the way across, one class from humanities -- our options are the classes that are all across -- one class from individual and society, one class from societal institutions, one class in area e-learning for life. So it doesn't matter what pathway the class comes from as long as there's one class from each disciplinary area. Now where it does matter where -- what pathway your classes come -- or come from is if you're interested in getting what's called, an Interdisciplinary Minor. And here at Chico State students have the opportunity to get an Interdisciplinary Minor, and what it means is it's taking one topic, for example, diversity studies. It's taking diversity studies and students are studying it from five different areas, five different disciplinary areas. So that's all a pathway minor is, an Interdisciplinary Minor is. The way it works is you need at least three classes from the same minor in lower division, and then you need three classes from the same pathway in upper division in order to get the Interdisciplinary Minor. Before I go more into depth in terms of the minor, let's go over the upper division pathway part of it. So up at the top we have lower division. It doesn't matter what pathway you take your classes, unless you want to get an Interdisciplinary Minor. Down here in our upper division pathway, it does matter. And we're still studying one topic from three different disciplines.
However, it differs from lower division in the sense that all three classes need to be taken from the same pathway. So you choose a topic, and then you take one class is in natural sciences, one class from arts and humanities and one class from societal institutions. So again, we’re taking three disciplinary areas, we’re choosing one topic and we’re taking one class from each disciplinary area. For the Interdisciplinary Minor, we would need three classes in one pathway in lower division, three classes in the same pathway in upper division. So I’ll use myself as an example. I’m currently working on an Interdisciplinary Minor in food studies. Because by major is agriculture education, I had to take Ag Business 101 as one of my classes for my major. That is a class in individual and society; so I was able to count Ag Business 101 as one of my major classes as well as one of my classes to go towards my Interdisciplinary Minor. This next semester I’m taking Humanities 281, which is a class called, Food and Film; that’s going to count as my second class for my Interdisciplinary Minor in lower division. I took the Spanish AP test and passed; so I received units for foreign language for Spanish. Any foreign language class counts as one of your classes for your Interdisciplinary Minor. So because I took Spanish, that became the third class that I was able to count in terms of my Interdisciplinary Minor. So then I just needed to complete the other two. Now because I had those three classes, then I had the flexibility of taking the other two classes from any other pathway. The goal is you still need the five classes, one from each disciplinary area.
For the Interdisciplinary Minor, you need the three classes in lower division, three in upper division. And then that just opens up more flexibility in upper division in terms of where you can take some of those other classes. A couple of other things to keep in mind as you're working or as you're looking at classes from the pathways is that, like Sam had talked about, we need one United States Diversity, one Global Cultures. There's a lot of opportunities to complete United States Diversity and Global Cultures classes within the pathway. So you can be very strategic about the courses which you're selecting and making sure that they're meeting one of the disciplinary areas as well as USD or GC. Another thing to be aware of is writing intensive. We all need four writing intensive courses. And each class is labeled with a WI next to it to signify that it's a writing intensive class. Well, two of your writing intensive classes are going to be automatically met; one through taking your capstone course in upper division pathways, and the other one is going to be met through completing your general education English class. So really, we're only looking for two more classes. Lower division and even upper division pathways are an excellent place to look for those classes, those two extra writing intensive classes. And that about covers the Interdisciplinary Minor as well as general education including upper and lower division pathways.

**Sam:** Well, now that you all have a basic understanding of what the different general education requirements are, we trust that you can find some of these classes that you need, go on the catalog that we showed you, look them up, and hopefully sign up for some that sound interesting to you today and that fulfill a requirement. We would also highly encourage you to either go into academic advising in the Student Services Center or even call academic advising to sort of get some help with this. We hope our
presentation has been helpful to all of you. We'll see you soon. Thank you.