

*Nathan S. Evans, Ed.D.*  
**Deputy Vice Chancellor, Academic and Student Affairs**  
**Chief Academic Officer**  
CSU Office of the Chancellor  
401 Golden Shore, Long Beach, CA 90802

October 5, 2023

**MEMORANDUM**

TO: CSU Presidents

FROM: Nathan Evans, Ed.D.  
Deputy Vice Chancellor



**For Provosts' Response by  
January 5, 2024**

SUBJECT: Request for Trustee Reports: CSU Academic Master Plan

**Per Trustee and System Academic Planning Policies ([Attachment A](#)), this memorandum serves as the formal annual request for academic planning reports that will inform the March 26-27, 2024 California State University Board of Trustees agenda item on academic planning.**

By January 5, 2024, campuses are asked to submit their materials to the Academic Programs, Innovations and Faculty Development office using the [Academic Master Plan submission form](#). Files should only be Microsoft Word versions (not PDF documents or Excel documents) of reports on the following items:

1. Cover memo (cover memo template to be provided) summarizing campus updates to the Academic Master Plan;
2. Academic Master Plan Updates
  - a. Ten-Year Overview of Planned Programs;
  - b. Campus Academic Plan;
  - c. Suspended and discontinued programs and subprograms; and
  - d. Accredited academic units, programs and credentials;
  - e. WASC Senior College and University Commission (WSCUC) accreditation visits (results and recommendations); and

**CSU Campuses**  
Bakersfield  
Channel Islands  
Chico  
Dominguez Hills  
East Bay

Fresno  
Fullerton  
Humboldt  
Long Beach  
Los Angeles  
Maritime Academy

Monterey Bay  
Northridge  
Pomona  
Sacramento  
San Bernardino  
San Diego

San Francisco  
San José  
San Luis Obispo  
San Marcos  
Sonoma  
Stanislaus

Request for Trustee Reports: CSU Academic Master Plan  
October 5, 2023  
Page 2

3. Review of low degree-conferring programs. Along with the above listed items, by January 5 campuses are asked to submit both (1) the quantitative and qualitative metrics you utilize to review and evaluate credit-bearing academic programs (e.g., from your new program development, program review, program suspension and program discontinuation policies), and, utilizing these metrics, (2) the programs you have identified as in need of action to improve. Following this, you are asked to develop and submit action plans for programs you have identified as in need of action by May 10, 2024; additional information regarding the May deadline will be sent.

Your cooperation in meeting the deadline of **January 5, 2024** is most appreciated. We welcome report submissions before the deadline. Detailed instructions for preparing this year's report are provided in [Attachment B](#). If there are questions about the reports requested, please send them to: [app@calstate.edu](mailto:app@calstate.edu).

NSE/ci

#### [Attachments](#)

- c: Mildred Garcia, Chancellor
- Dilcie Perez, Deputy Vice Chancellor, Academic and Student Affairs
- Laura Massa, Interim Associate Vice Chancellor, Academic and Faculty Programs
- Brent Foster, Assistant Vice Chancellor and State University Dean, Academic Programs
- Mandara Savage, Assistant Vice Chancellor, Professional and Continuing Education
- Beth Steffel, Chair, Academic Senate CSU
- Caron Inouye, Associate Dean, Academic Programs, Curriculum and Assessment
- CSU Provosts and Vice Presidents, Academic Affairs
- CSU Associate Vice Presidents, Academic Programs
- CSU Associate Vice Presidents/Deans, Graduate Studies
- CSU Associate Vice Presidents/Deans, Undergraduate Studies
- CSU Chairs, Campus Academic Senates
- CSSA President