

## **IGETC Standards 1.0 Summary Document**

In fall 2006, staff from the University of California Office of the President contacted staff in the California State Chancellor's Office and staff in the California Community College Chancellor's Office, to request the formation of an intersegmental committee to review the 1991 IGETC Standards, and the 1991, 1992 and 1994 IGETC Notes. This document, "Standards, Policies and Procedures for the IGETC, Version 1.0", is a compilation of all previous documents and incorporates clarification and procedure changes approved by each segment and ICAS. It is suggested that the reader take the time to read the entire document.

Following is an executive summary of these changes/clarifications:

1. Section 2.2 and 5.0: This statement clarifies that California Community College students can use the IGETC regardless of the number of units accrued at the community college. California Community College students have transcripts from many different colleges and universities and students also move between CCCs. This section codifies the use of as many non CCC courses on IGETC, as long as the courses are determined to meet IGETC course standards. Some CCCs have imposed residency requirements before certifying IGETC or have limited the use of non-CCC courses. These are unnecessary impediments to granting the certification of IGETC.
2. Section 4.0: Approved courses become effective the Fall of the same academic year the course was submitted and approved if the course was active in the college's curriculum at that time. This change has been endorsed by UC and is currently used by CSU for CSU General Education Breadth. In the past, CCC courses were approved for UC transferability in the Fall and then approved for IGETC the following Spring. Even though the approved course for Spring is the same as the course taught in the Fall, under the old practice, students who took the course in Fall did not receive IGETC Subject Area credit. This allows transferability and IGETC applicability to align simultaneously.
3. Section 5.2.1: Current practice only allows the application of appropriate non-CCC courses to be applied on IGETC if the certifying institution teaches an equivalent course. This provision allows the application of non-CCC courses if an equivalent course is taught anywhere in the CCC system, and approved for use on IGETC. This provision will help students apply valid courses on IGETC and not be penalized because they are attending a CCC that does not offer that particular IGETC course. This provision would particularly help smaller CCCs with limited curriculum to better serve the student.
4. Section 5.2.1: Clarifies what is the current practice of allowing the non-CCC course to be applied to IGETC even if it was completed prior to the CCC course's IGETC effective date. This is permitted because the non CCC's course is being

compared to the approved CCC course in content, prerequisites, texts, units and conformity to IGETC Area Standards

5. Section 5.2.2: This provision codifies the use of upper division courses on IGETC if the course has the content equivalent to courses approved for use on IGETC as determined by CCC faculty in the discipline or their designee. Native UC and CSU general education patterns regularly use upper division coursework to satisfy general education requirements. Occasionally, students come to the CCC with upper division courses that clearly meet the IGETC area standards. These equivalent courses are taught at the CCC, but students are often prohibited from applying them to IGETC only because they are upper division. Since the UC and CSU allow the use of appropriate upper division on their native GE patterns, this is an extension of that policy to the IGETC. The current IGETC Standards and Notes has no language prohibiting use of upper division on IGETC. The current policy is to allow use of non CCC courses on IGETC if the course is similar in content, prerequisites, texts, units and conformity to IGETC Area Standards.
6. Section 5.4: Explains the use of Online/Distance Education/Telecourses for use on IGETC. Standards for these courses were established and adopted in Title Five regulations in July 2002.
7. Section 7.1: Current practice for the application of AP on the IGETC is determined by the CCC faculty for the student attending a particular CCC. This creates situations where some students can use AP on IGETC because a CCC faculty determined an AP is equivalent to an IGETC course taught by that CCC while other students attending a different CCC can not use that AP because the CCC does not offer an equivalent IGETC course. This creates a uniform AP policy for IGETC regardless which CCC a student attends and aligns with current CSUGE AP applicability.
8. Section 7.2: Explains the use of International Baccalaureate (IB) on IGETC. There is currently no policy addressing the use of IB on IGETC except in the Language Other than English area. The CCC campuses are seeing more students with these exams and have been asking questions of both segments about how, and if, they may apply these exams to the IGETC. Both the UC and CSU are currently reviewing the IB exams and, in the interim, this section addresses how the exams may/may not be applied.
9. Section 10.1.1: Extends the definition of course guidelines in English composition to "...include substantial instruction and practice in expository essay writing at the college level with a minimum of 6000 words. Course should also require a substantial amount of reading of significant literature." This is the outline used for approval on IGETC. With so many CCC students coming in with coursework from colleges and universities outside the CCC system, there have been requests from the CCC campuses for more guidance on the required content for an IGETC

applicable first-semester English composition course. These expanded guidelines come from the guidelines that the UC and CSU system use when reviewing CCC English composition courses submitted for IGETC consideration.

10. Section 10.1.2: Critical Thinking and Composition adds, "...include substantial instruction and practice in expository essay writing at the college level with a minimum of 6000 words. Course should also require a substantial amount of reading of significant literature." With so many CCC students coming in with coursework from colleges and universities outside the CCC system, there have been requests from the CCC campuses for more guidance on the required content for an IGETC applicable Critical Thinking and Composition course. These expanded guidelines come from the guidelines that the UC and CSU system use when reviewing Critical Thinking and Composition courses submitted for IGETC consideration. Since it is unlikely that institutions other than California community colleges will have a combined course in critical thinking/English composition, certification of coursework from other institutions to satisfy this requirement is not common. However, there are some courses outside the CCC system that have been found to meet this requirement. Care should be taken when evaluating the course to ensure that it meets the course requirements as outlined in the IGETC Standards. It is strongly suggested that valid documentation (*i.e. course outline of record or syllabus*) be kept on file by the CCC and by the student, in case a question or concern is raised by the UC or CSU.
11. Section 10.1.3a: An expanded definition of acceptable CSU Oral Communication Online/Distance Education/Telecourse Limitations is included here. There have been ongoing questions about the use of online/distance education/telecourses to clear the CSU Oral Communication Requirements (IGETC Area 1C – CSU only). The CSU has provided clear policy and guidelines.
12. Section 10.2: In the original IGETC, statistics taught outside the discipline of Math was not allowed to satisfy Mathematical Concepts and Quantitative Reasoning. The new Standards allows any statistics course, satisfactorily completed at a CCC or non-CCC, to be used on IGETC as long as it is UC and CSU transferable and meets the standards set forth in the subject area section.
13. Section 10.5.1: Clarifies the applicability of appropriate survey courses to the physical and biological science area of IGETC.
14. Section 10.5.3: Clarifies unit Requirement for Laboratory Science courses.
15. Section 10.6: UC requirement of Language other Than English (LOTE) is greatly expanded, per the recommendation of the UC faculty. This area generates the most number of questions from the CCC, and these policies are already being applied to questions about certifying LOTE. The Language other than English requirement is only required of students transferring to the UC. Since the inception of IGETC, CCC's are seeing more students that have the language

proficiency to satisfy LOTE and who demonstrate that knowledge via ways not originally listed in IGETC Standards. These include International Baccalaureate (IB), "O" level exams, and International "A" level exams. The UC faculty has agreed that passing these exams with a certain score proves proficiency in a foreign language to equate to at least two years of U.S. foreign language study in high school. In addition, the UC faculty has agreed that a CCC faculty member is qualified to determine language proficiency equal to two years of high school study. The faculty member provides a letter on letterhead asserting the student has mastered proficiency in the language equivalent to two years of high school study or higher.

16. The CSU US History, Constitution, and American Ideals (*AI*) graduation requirement is not part of IGETC. Courses used to satisfy this requirement may also be listed in Areas 3B and/or 4F. However, CSU campuses have the discretion whether to allow courses used to satisfy the CSU United States History, Constitution and American Ideals (*AI*) graduation requirement to count in both Area 3B/4F and to meet the AI graduation requirement. In the absence of specific knowledge of a CSU campus policy for double counting, CCC's should certify IGETC using the courses in areas 3B/4F and the CSU AI graduation requirement.
17. Section 11.1: Current IGETC policy requires that certification be completed by the last school of attendance for a regular (fall or spring) semester/quarter prior to transfer. This section also allows any school "...at their ...discretion..." to complete the certification. Though most students will obtain certification from the last CCC of attendance, there are a number of students that complete their last IGETC course over the summer at a different CCC that is closer to home or work. By permitting a CCC which is not the last school of attendance for a regular semester/quarter to certify the IGETC at their discretion, the student can obtain certification without having to travel a distance to receive certification from the last school of attendance during a regular term. Presently, most CCC's require students to petition for certification in person.
18. Section 11.4: After IGETC was adopted, a provision called "IGETC Minus 2", then amended to "IGETC After Transfer", was adopted by the segments to allow certification of IGETC, with two courses missing from the entire certification. A student must have "good cause" approval for "IGETC After Transfer". Since many colleges and schools, specifically within the UC, are willing to allow students to be partially certified without "good cause", "Partial IGETC Certification" is now allowed with a maximum of two courses missing and completed after transfer.