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 APR 18 2001  
 ASSOCIATE VICE PRESIDENT FOR ACADEMIC AFFAIRS

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 APR 16 10 05 AM '01  
 PRESIDENT'S OFFICE

DAVID S. SPENCE  
 EXECUTIVE VICE CHANCELLOR  
 CHIEF ACADEMIC OFFICER

**Date:** April 13, 2001  
**To:** CSU Presidents of Quarter Calendar Campuses  
**From:** David S. Spence *David Spence*  
**Subject:** Term Conversion

At this time and after broad consultation and consideration, we are now in a position to provide greater clarity to the discussions about conversion of non-semester campuses to a semester calendar. We propose the following procedure:

1. The Board of Trustees and Chancellor's Office (and a substantial number of campus people) find that for many reasons, the system, campuses, and students who transfer to and who begin as freshmen at CSU campuses would benefit from conversion to semesters of the seven remaining campuses now operating on a quarter or alternative calendar. These reasons include matters of cost, curricular innovation, improved student access to classes and to financial aid, student progression to the degree, more efficient admissions, registration and other administration, more effective student transfer, and others.
2. Conversion will take time and effort, especially in revising the curriculum and administrative procedures. CSU has available approximately \$12M in one-time funding which must be directed to calendar-related initiatives in the 2001-03 fiscal years. We need to know as soon as possible about your campus' decision so that we may fairly distribute these funds to the converting campuses.
3. We are requesting that your campus consider conversion and that you, as President, make a subsequent recommendation to the Chancellor as soon as is reasonable.

We understand that campuses are at different stages in considering term conversion and that this is a significant campus decision involving faculty, students and presidents and their administrations. We believe, however, that there are compelling public policy and systemwide interests that need to be weighed. Therefore, we urge that your discussions consider these broader, systemwide perspectives and make clear in your ultimate recommendation that they were fully taken into account.

For those campuses that are prepared to make a positive recommendation, we are ready to allocate initial funding. Thank you for your cooperation in this matter.

DSS:pah

cc: Charles B. Reed

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