

From: [Dean of Grad Ed & Postdoc Affrs](#)
To: [Dean of Grad Ed & Postdoc Affrs](#)
Subject: ACTION REQUESTED: Feedback/Endorsement on Course Enrollment Limit Proposal
Date: Friday, March 8, 2024 12:26:06 PM
Attachments: [image001.png](#)

Friday, March 8, 2024

TO: TOTAL CAMPUS DEANS
GENERAL CAMPUS ASSISTANT DEANS
GRADUATE PROGRAM MSO / STUDENT AFFAIRS MANAGERS
ASSISTANT VICE CHANCELLOR FOR HEALTH SCIENCES
ADMINISTRATION
ASSISTANT DEAN OF MEDICAL EDUCATION
ASSOCIATE DEAN FOR BUSINESS AFFAIRS, SCHOOL OF MEDICINE
ASSOCIATE DEAN FOR BUSINESS AFFAIRS, SCHOOL OF PHARMACY
ASSOCIATE DEAN FOR BUSINESS AFFAIRS, SCHOOL OF PUBLIC HEALTH

FR: JAMES ANTONY, Dean of Graduate Education and Postdoctoral Affairs (GEPA)

SUBJ: ACTION REQUESTED: Feedback/Endorsement on Course Enrollment Limit Proposal

I am reaching out to solicit your feedback and support for a proposal to explore implementing a quarter course/unit enrollment limit for graduate students. UC San Diego currently has enrollment limits in place for our undergraduate population, however, there are no university-wide enrollment limits for our graduation population.

The lack of restrictions on graduate course enrollment has seemingly contributed to some students utilizing over-enrollment techniques at the start of the quarter. Unfortunately, these artificial inflation and enrollment practices have led to negative consequences for departments including having to obtain larger classrooms and additional instructional resources to support large waitlists only to watch the class enrollment drop drastically after the third week of instruction. Large departments are particularly strained by these challenges and workarounds are failing to adequately address the issues.

A proposal to the Graduate Council was previously initiated in 2022 by the Jacobs School of Engineering and the School of Physical Sciences requesting that the campus adopt a 20-unit maximum quarter enrollment limit. We are [linking this proposal here](#) for your review. GEPA is in support of exploring enrollment policy changes with the Graduate Council, especially since similar course enrollment limitations are in place at almost all of the other UC campuses. We are now seeking feedback more widely from all School Deans on the proposal, in the hopes that we can obtain your endorsement for this enrollment policy change.

I am asking each Dean to examine the proposal with the appropriate stakeholders of their school and respond back with either a statement of support or a statement outlining any concerns. If there are concerns, please briefly describe how your school would be adversely impacted and if the proposal could be altered to help alleviate that impact. It is important that we have this dialogue now to ensure any enrollment policy changes can be factored into the business requirements for the university's upcoming design of a new student information

system (i.e., the ESR-SIS project).

Kindly respond with your statements of endorsement (or your feedback about what would be needed for you to endorse) via email to Erica Lennard (erica@ucsd.edu) and Kate Balderston (kbalderston@ucsd.edu) no later than March 20, 2024.

