

March 15, 2023

To: UCLA College/School Deans

From: Kathleen Bawn, Chair, Undergraduate Council

Re: Dean's Honors and Senate Regulation A-340

In the process of determining Latin Honors for the College/Schools, the Registrar's Office has notified the Undergraduate Council that the GPAs being used by the College/Schools to determine Dean's Honors are inconsistent with [Senate Regulation A-340 \(B\)](#):

Regulation A-340

Each College or School shall establish its criteria for honors at graduation and quarterly honors subject to the following minimum standards and procedures:

(A) Honors at Graduation

(1) Students eligible for award of honors shall be those who have completed 90 or more units, for a letter grade, in the University of California and have attained, as a minimum, a GPA which places them in rankings in their college as follows: Summa cum laude, top 5%; Magna cum laude, next 5%; Cum laude, next 10%. At the end of each calendar year, the Registrar shall determine for each college average minimal GPAs required for graduation in the top 5%, next 5%, and next 10% during that calendar year. These GPAs, announced in January and published in the catalog for the next academic year, shall serve each college as minimal criteria for the above honors at graduation during the next academic year. [AM. 13 Apr 82]

(B) Quarterly Honors

(1) Student named on the quarterly honors list by each college shall be those who have completed, for a letter grade, a minimum of 12 units in that quarter with a GPA equal to or greater than GPA levels in effect for their college for honors at graduation. [Variance to SR 640.]

As average GPAs have increased across undergraduate programs in recent years, the standard which the College and Schools are using for Dean's Honors (called Quarterly Honors in SR A-340) is now out of compliance. Please refer to the attached document for a summary of the College/School regulations, Catalog text, and GPAs.

As advised by the Registrar's Office, the Undergraduate Council recommends that the College/School take the following actions:

1. Revise the College/School's Catalog copy for Dean's Honors to conform with SR A-340 and reevaluate whether the alternative method of calculating Dean's Honors based on number of

units completed should be removed. Catalog changes will be effective Fall 2023. Changes to Catalog copy should be submitted to the Dean and/or College/School FEC for approval before submission to the Registrar's Office. When submitting the memo, include the present catalog text and the proposed catalog text with the changes clearly marked. Use strikeout and underline to indicate deletions and additions. The most recently approved text is online. See <https://catalog.registrar.ucla.edu/> .

2. With the Dean's approval, allow the Registrar's Office to automatically update the GPAs for Dean's Honors in the Catalog annually, when Latin Honors GPAs are updated. If in agreement, the Dean should submit a memo to the Registrar's Office authorizing this action.

If you have any questions, please contact Deputy Registrar Claire McCluskey at cmcluskey@registrar.ucla.edu or Undergraduate Council analyst, Julia Nelsen, at jnelsen@senate.ucla.edu.

cc: College/School FEC Chairs and Academic Coordinators
Blake Livesay, Research Analyst, Registrar's Office
Julia Nelsen, Committee Analyst, Undergraduate Council
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Encl: Dean's Honor's Criteria by School – March 2023