

SENATE COMMITTEE ON ADMISSIONS AND STANDARDS

September 9, 2015

Present: Lisa Armistead, Scott Burke, Allison Calhoun-Brown, David Cheshier, Lindsey Cohen, Sarah Cook, Gerald Gay, Jonathan Gayles, Vanessa Gilbert, Paula Gordon, Daryll Holloman, Ivaylo Ivanov, Colleen Joyce, Jacqueline Laures-Gore, Elizabeth Lopez, Peter Lyons, John Medlock, Felisha Norrington, Chester Phillips, Timothy Renick, Chip Ryan, Shari Schwartz, Faye Stewart, Winnie Tsang-Kosma, Barbara Warner, Sara Weigle, Shelly-Ann Williams, Yi Zhao

Minutes of the Meeting of April 21, 2015

The minutes of the April 21, meeting were approved.

Motion to Revise W Policy

The motion to revise the policy on limits on withdrawals was approved.

Section 1332.10 (B) of the Undergraduate Catalog is modified as follows:

Limits on Withdrawals with a Grade of W

- A. Students are allowed to withdraw with a grade of W a maximum of six times in their undergraduate careers at Georgia State.
- B. The limit on withdrawals does not apply if a student withdraws from all classes during a term before the midpoint. However, students are only allowed to withdraw from all classes prior to the midpoint twice without having their withdrawals count against the limit. Students who withdraw from all classes a third or subsequent time will automatically receive a grade of WF in their classes if they have reached their limit of Ws.
- C. It is possible that a student will withdraw from more than one class in a particular semester and not have enough Ws left to use a W in all those classes. In that case, classes will be awarded a W based on the date and time the student initiated the withdrawal from that class. For example, if a student had taken five Ws in their career at Georgia State and then withdrew from three of the four classes in which the student is enrolled, the student's sixth W allowed would be assigned to the class from which the student withdrew first. The student would receive a WF in the other two classes. In these cases, students may make an appeal to the University Advisement Center or the student's Office of Academic Advisement to shift the W from one class to another. Such requests must be made no later than the end of the subsequent semester in which the student withdrew from the classes. (Whether a student is enrolled in the semester after the semester in which the student withdrew from the classes does not change this time limit.) Students may not shift Ws between semesters.
- D. The following types of withdrawals do not count against the limit on withdrawals with a grade of W.
 - Emergency withdrawals (see Section 1332.40).

- Grades of WF (withdrawal failing).
 - Grade of WM (withdrawal military).
 - Grade notation of – before the grade of W indicating non-attendance documented by the professor.
 - Withdrawals taken in semesters before Fall Semester 2006.
 - Withdrawals taken at other institutions.
 - **Withdrawals for nonpayment.**
 - **Withdrawals from courses numbered below 1000.**
- E. This policy applies to all degree-seeking undergraduate students. It does not apply to non-degree students (such as post baccalaureate and transient students).

Rationale: GSU is now offering 1 unit co-requisite courses in Math and English for those students who place below the level required for introductory courses (Math 1111 and English 1101). This change in policy makes it clear that if a student drops both the main course (e.g., Math 1111) and the co-requisite (e.g., Math 0999) only one W will count against the 6 W limit. This policy also counts for other non-collegiate level courses such as those in the Intensive English Program. The change also brings current practice (withdrawals for nonpayment) into the policy.

Motion to Revise Repeat to Replace Policy

The motion to revise the Repeat to Replace Policy was approved as amended, effective Spring 2016.

Section 1350.25 of the Undergraduate Catalog is revised as follows:

1350.25 Repeat to Replace Policy

Under the conditions outlined below, undergraduate students who have retaken courses and earned a higher grade may request to have the first grade excluded from their institutional GPA. If the request is approved, the Office of the Registrar will make appropriate notations next to the original course and the retaken course on the student's official transcript. Grades for all attempts at the course will appear on the student's official transcript regardless of whether or not the grade has been excluded from the student's GPA. This policy has no effect on any GPA requirements set by state or federal laws/regulations (such as the GPA requirements set by the HOPE scholarship program). A copy of the request and approval will become part of the student's permanent record file. The attempt to repeat must be made in Fall 2011 or thereafter. Students who have repeated courses prior to this date will not be allowed to delete earlier attempts from their GPA calculation. Units may prohibit students from repeating certain courses.

An undergraduate student may request to have a grade excluded from GPA computation under the following conditions:

- **Except as noted below**, before requesting to apply the repeat-to-replace policy, a student must have retaken the same undergraduate course (or the renumbered substitute for that course) in the same department at Georgia State and earned a higher grade in the course retaken.
- **A student may request repeat-to-replace for a course repeated during the intended semester of graduation within the first two weeks of the semester. Such requests will**

only be honored if the student needs **a passing to replace the current grade in the course to graduate. In other words, requests for repeat-to-replace during the semester of graduation to replace grades of C or better or to replace a course not required for the student's major will not be honored.**

- No more than a total of four course grades (from four different courses) may be replaced and excluded from the student's GPA.
- ~~Requests must be submitted before the beginning of the term of graduation.~~
- Once *the grade has been replaced* ~~a request has been approved~~ the request cannot be revoked or reversed.
- This policy applies only to the first recorded grade in a course that a student has repeated. For example, suppose that a student took a course three times. The student may use the second or third grade to replace the first grade. The student may not use the third grade to replace the second grade.
- Only grades that are part of a student's GPA may be replaced. For example, Ws, Ss, and Us cannot be replaced.
- This policy does not apply if the original grade was assigned as a result of a violation of the Academic Honesty policy. (The University maintains internal records of violations of the Academic Honesty policy. In addition, in some cases, violations of the Academic Honesty policy are noted on the transcript. Whether the violation is recorded internally or on the transcript, a student may not replace a grade that was awarded as a result of a violation of the Academic Honesty policy.)
- The Repeat-to-Replace applies only to degree-seeking students pursuing their first undergraduate degree at Georgia State.
- Students may not use this policy to replace grades awarded prior to semester conversion (for example, quarter courses).

Rationale: Some students have been delaying their graduation by repeating a course taken their last semester in hopes of getting a better grade. This change allows for students to use the repeat-to-replace policy during their final semester but only for courses that they need for their degree.

Update on Enrollment & Retention

Dr. Timothy Renick, Vice President for Enrollment Management and Student Success and Vice Provost, presented "Why Georgia State Matters" and updates on Student Success initiatives.

Update on Consolidation

Dr. Peter Lyons, Associate Provost for Institutional Effectiveness provided an update on the Georgia State University/Georgia Perimeter Consolidation.

Recorded by:

Wanda F. Taylor

Office of the Vice Provost