

SENATE COMMITTEE ON ADMISSIONS AND STANDARDS

October 26, 2016

Attendance: Amber Amari, Michelle Brattain, Chandra Breaux, Otto Burianek, Maureen Burkart, Scott Burke, Sara Cushing, Ja Young Choi, Carol Cohen, Lindsey Cohen, Debra Denzer, Chantee Earl, Kike Ehigiator, James Engstrom, Patrick Freer, Gerald Gay, Paula Gordon, Brad Horton, Colleen Joyce, Jacqueline Laures-Gore, Elizabeth Lopez, Lita Malveaux, Deborah Manson, Tim Renick, Shari Schwartz, Deborah Shapiro, Winnie Tsang-Kosma, Brian Thoms, Wendy Venet, Shelly-Ann Williams Marc Zayac,

Minutes of the Meeting

The minutes of the August 31, 2016 meeting were approved as distributed.

Motion to Create New Registration Hold Code for Graduate Applicants

The motion to create a new registration hold code for graduate applicants required to submit official transcripts was approved and will be effective immediately.

Motion: Create a new hold code to prevent future registration for graduate applicants who have not submitted official transcripts at the time of enrollment.

Proposed Code: "OT"

Proposed Description: "Official Transcripts Needed"

Proposed Action: hold registration and display on web

Rationale: The College of Arts and Sciences and Andrew Young School of Policy Studies have obtained approval from the university to review applications for their graduate programs using unofficial transcripts uploaded by applicants to the Hobson online application system. Unofficial transcripts will be used as the basis for review of applications as well as admission decisions. Once admitted to the university, applicants will be required to submit official transcripts by the midpoint of their first semester. They will not be permitted to progress in their program beyond the first semester without submitting official transcripts. This process necessitates a new registration hold code that will be automatically placed on admitted graduate students' records and will only be removed once all official transcripts have been received.

Motion to Revise Policy on Limits on Withdrawals

The motion to revise the policy on limits on withdrawals was approved and will be effective immediately.

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

Additions	Deletions
------------------	------------------

Limits on Withdrawals with a Grade of W

1. Students are allowed to withdraw with a grade of W a maximum of six times in their undergraduate **bachelor-level careers** at Georgia State. ~~This limit of six is inclusive of any withdrawals taken in courses while enrolled at Perimeter College.~~

2. 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.
3. 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.
4. The following types of withdrawals do not count against the limit on withdrawals with a grade of W.
 - a. Emergency withdrawals (see Section 1332.40).
 - b. Grades of WF (withdrawal failing).
 - c. Grade of WM (withdrawal military).
 - d. Grade notation of – before the grade of W indicating non attendance documented by the professor.
 - e. Withdrawals taken in semesters before Fall Semester 2006.
 - f. Withdrawals taken at other institutions.
 - g. Withdrawals for nonpayment.
 - h. Withdrawals from courses numbered below 1000.
5. If a course has a separate co-requisite lab or support course with a different course number, withdrawing from both courses simultaneously shall count as a single W with respect to the limit on voluntary Ws.
6. 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: This motion removes the stipulation that students transitioning from PC to a bachelor's degree program would be allowed a maximum of six withdrawals, including any taken while at the associate levels. Not only was this requirement difficult to program for transition students, it had the effect of disadvantaging PC students in comparison with students who transfer from other institutions, where any withdrawals would not count towards their total of six.

Motion to Revise Policy on Incompletes

The motion to revise the I policy was approved with one opposing vote and will be effective immediately.

Section 1470 of the Associate-Level and Bachelor-Level Undergraduate Catalog is modified as follows:

Additions

~~Deletions~~

No I Requirement Section 1470

No student may graduate with a grade of “I” (Incomplete) on his or her record **for that degree program**. All permanent grades for incomplete grades and grade changes for previous semesters should be received in the Office of the Registrar, Academic Records, in writing at least one week prior to the end of classes for the term. It is the student’s responsibility to see to it that incomplete grades are properly recorded in the appropriate offices by this deadline.

Rationale: The phrase “for that degree program” was added to the catalog in 2013 to clarify the policy after it was found that at least one college was interpreting the policy to mean that students could not graduate with an incomplete on their record, whether or not the incomplete was for a course counting towards their degree program. However, there is no record of this change having been approved through Admissions & Standards at the time.

(Note: It is not an issue if the incomplete grade is changed after degree conferral. The gpa stats are frozen at the time of conferral for the degree conferred. This appears on the transcript. If the student is pursuing another degree, it can be updated/changed as appropriate.)

Report on Transition Student Admissions

Scott Burke, Associate Vice President for Undergraduate Admissions presented the report on transition student admissions. Students who transition from Georgia State’s Perimeter College to the Atlanta campus must have achieved at least a 2.0 GPA and completed at least 30 hours of credit. All learning support and required high school curriculum courses must be completed to matriculate at the Atlanta Campus. Fall 2016 transition applications were 1705, a 722 increase over Fall 2015; Transition Accepts were 1425, 654 increase over Fall 2015 and Transition Enrolled, 991, a 478 increase over Fall 2015.

Report on fall enrollment (Tim Renick)

Dr. Timothy Renick, Vice President for Enrollment Management and Student Success presented the Fall 2016 Enrollment report. Enrollment as of October 26, 2016 was 32,464 at the Atlanta Campus and 18,508 at Perimeter college for a total of 50,972 student enrolled. There were a total of 580,059 credit hours, 408,784 at the Atlanta Campus and 161,275 at Perimeter College. The Fall 2016 Admissions report indicated a new Georgia State record in the total number of undergraduate applications, total new students enrolled, Freshmen Atlanta Campus applications, freshmen enrolled and enrolled GPA and PC Transition enrolled.

Recorder:

Wanda F. Taylor