SENATE COMMITTEE ON ADMISSIONS AND STANDARDS
Minutes
October 2, 1997

Present:
Margo Brinton, Carolyn Crutchfield, Bijan Fazlollhi, Sheryl Gowen, Dan Hammond, Hugh Hudson, Robert Jones, Edith Manns, Elaine Murphy, John Newman, George Rainbolt, Julie Rainer, Larry Rifkind, Edward Rigdon, Ram Sriram, Rick Terrill

Absent:
Rankin Cooter, Nancy Deel, Ron Henry, Carolyn Keys, Richard Miller, Greg Moreland, David Myers, James Scott, Rob Sheinkopf

Guests:
Paula Dressel, Teresa Johnson, Gretchen Young

1. Approval of the minutes of the meeting of May 28, 1997.
   The minutes of the May 28, 1997 meeting were approved as distributed.

2. Possible changes to calendars for Summer 98 and Summer 99.
   The Associate Dean's Group (ADG), felt that minor adjustments to the calendars for the Summer of 98, the Summer of 99 and 99 May-mester were necessary. The problem with two of the originally passed calendars for these terms concerns classes which meet two days a week. For the Summer 98 calendars as originally approved, MW classes would meet 15 times while TTh classes would only meet 13 times. For Summer 98, the recommendation is the addition of one class to the MW schedule and the removal of one class from the TTh schedule so that both have 14 sessions.

   For the Summer of 99, the current calendar provides 15 MW classes and 14 TTh classes implying that MW and TTh would have to have different clock schedules (the TTh classes being longer than the MW ones) and would require that instructors teaching the same course MW and TTh prepare two different syllabi. For Summer 99, the recommendation is the addition of one class to the TTh schedule so that both TTh and MW meet 15 times. One day is also removed from the exam period but that exam period was one day longer than a normal semester exam period anyway.

   The problem with the currently approved May-mester provides only 14 sessions which means that the May-mester will not match the 15-week semester approved this summer. For example, if there were 15 classes in the May-mester, then an instructor could teach a course that she had taught on a one-day-a-week schedule during the semester with few changes in the syllabus. For the May-mester, one Saturday class was added.

   The Committee reviewed and approved the ADG's proposals to modify the calendars as indicated with an annotation of the problems discussed concerning the May-mester. A subcommittee will examine the issue of keeping the May-mester or doing away with it after the May-mester 99. Dr. Rainbolt will prepare a list of questions for the Provost and distribute a draft by e-mail to the committee, to get more information for the discussion of having or not having a May-mester.

3. Consideration of Hanes Petition.
Per normal procedure, when a committee member disagrees with the subcommittee's decision regarding a student petition, the full committee hears that subcommittee dissenting opinion. Ms. Linda Hanes petitioned the committee to waive the regulation concerning academic renewal within the specified deadlines. Her petition was initially approved by the subcommittee, but denied by the full committee due to there being no compelling justification for granting an exception.

**A. Recommendation of the Learning Support Placement Subcommittee**

The subcommittee was charged with examining the process by which students identified as Learning Support by their predicted GPA and placed in specific programs of study within the department. The criteria identifying which programs within LSP to place students was developed and approved by faculty in Learning Support Programs and then filed with the Provost and the Board of Regents and are included in the Institutional Guidelines. At Rob Sheinkopf's request, the Subcommittee examined this procedure and recommended that after the placement criteria had been established by the faculty in Learning Support Programs, they be reviewed by Admissions and Standards before being sent forward to the Provost and the Board of Regents. The recommendations were approved.

The subcommittee also considered an appeal process for those students placed in Learning Support Programs who present some strong academic credentials in one or more areas. The subcommittee recommends the appeals process as follows: The Office of Admissions will identify students who may have their Learning Support requirements waived and forward the request for a waiver to the Chairs of Admissions and Standards and Learning Support Programs. The chairs will consider each request for a waiver on a case-by-case basis. The Chair of Admissions and Standards will track the number of petitions, reporting the student's GPA, academic standing and hours earned. The recommendation for the appeals process was approved.

**4. Report from Chair on Senate Executive Committee action on the Institutional Guidelines Subcommittee passed at May meeting.**

The Committee approved to withdraw and unpass the criteria for Freshmen Admissions approved at the May 28, 1997 meeting and refer the issue to the 2001 Subcommittee for further discussion and review.

**5. Volunteers to serve on the 2001 Subcommittee.**

This subcommittee will recommend policies to phase the new admissions standards that the Regents require we meet in the year 2001, recommend policies for the placement of students in Learning Support during the phase-in and in the year 2001, and consider the use of enrollment targets in the admissions process. George Rainbolt will chair this subcommittee and volunteers to serve include Carolyn Crutchfield, Paula Dressel, Sheryl Gowen, Dan Hammond, Robert Jones, John Newman, and Gretchen Young. A representative from Arts and Sciences and Dr. Evelyn Babey will also be asked to serve.

**6. Volunteers to serve on the Honors Requirements Subcommittee.**

This subcommittee will consider whether the rule which requires 90 hours to graduate with honors should be removed and if the way GPAs are rounded when considering honors should be changed to match the way GPAs are rounded on student's transcripts. Hugh Hudson will chair this subcommittee and volunteers to serve include Elaine Murphy, Larry Rifkind, and Rick Terrill.

**7. Volunteers to serve on the Semester Transfers Subcommittee.**

Two policies on transferring to Georgia State need to be modified for the semester system. Currently, colleges can, without filing a petition with this committee, waive up to four quarter hours of shortage that result from transfer credit of courses that carry fewer than five quarter hours of
credit. The subcommittee will recommend modifications to this policy for semesters.

This Subcommittee will also examine how some courses under the quarter system at a University System of Georgia (USG) schools will apply to transfer to Georgia State and credit toward completion of the core should be given. An equivalence table for Georgia State courses is available, but no such table exists for courses taken at other USG institutions. Elaine Murphy will chair this subcommittee and volunteers to serve include Bijan Fazlollhi, Dan Hammond, and Ram Sriram.

8. **Volunteers to serve on the Mini-mester Finals Subcommittee.**

   The subcommittee will consider how to solve the problem of scheduling final exams for courses running in the first half of a semester. These finals will occur when other courses are in session causing a classroom-scheduling problem because finals usually last longer than a normal course. Options include the modification of the final exam policy to allow shorter final exams for mini-mester courses, or to hold these finals on a weekend. Ed Rigdon will chair this subcommittee and volunteers to serve include Stephen Joyner, Edith Manns and Julie Rainer.

9. **Volunteers to serve on the Admissions Procedures Subcommittee.**

   This subcommittee will recommend a procedure and catalog copy for the consideration of those individuals who appeal a denial of admission. Currently, these appeals are heard by the Admissions Office and some think that it is not appropriate for the appeal to be considered by the same office that makes the original decision. This subcommittee will also review procedures and catalog copy concerning admission on probation. George Rainbolt will chair this subcommittee and volunteers to serve include, Margo Brinton, Robert Jones, and Gretchen Young.

10. **COBA Admissions Standards**

   The subcommittee appointed to address the executive Committee's request that Admissions and Standards look at the impact of the COBA proposal to increase the minimum GPA for taking upper-level business courses on enrollment in the other colleges and across the university may have a report at the Winter meeting.

11. **Report from Chair on plus/minus grading.**

   Grant Luckhardt is attempting to get input form the Student Government Association.

12. **Report from Chair on Hope withdrawals.**

   Statistics regarding the number of withdrawals by students with HOPE scholarships indicate these students are taking significantly more W's than regular students. Additional data regarding the classes HOPE students are withdrawing will be collected.

13. **Report from Chair on possible increase in TOEFL scores required for admission.**

   The Admissions Advisory Subcommittee meets next week to discuss this issue.

   Another meeting will be scheduled at the end of this quarter.

Please send questions or comments to Mary Nell Stone