SENATE COMMITTEE ON ADMISSIONS AND STANDARDS  
March 16, 2004

Present: Carolyn Alexander, Becky Cain, Damon Can  
David Cheshier, Sue Fagan, Bill Fritz  
Gerald Gay, Johannes Hattingh, Colleen Joyce  
Edward Miles, Mike Moore, Siva Nathan  
John Newman, George Rainbolt, Rebecca Stout  
Julie Sullivan, Sara Weigle, Tim Wolt  
Bettijean Yergens, Mary Zeigler

Absent: Greg Brack, Guantao Chen, Carol C  
Harry Dangel, Nick Demos, Paul Farnha  
Jan Hudgins, John Kesner, Hugh Hu  
Nancy Mansfield, Michael Murrell, Cherise Peters  
Hazel Scott, Mary Shoffner, Corneill Ste  
Diane Weber, Marolyn Wells

Minutes of meeting of February 3, 2004
The minutes of the February 3, 2004 meeting were approved as corrected.

Motion to Revise Harship Withdrawal Letter
The Committee approved the Hardship Withdrawal letter (see attached) as revised to include a memo and effective date form was created in response to budget and workload constraints in the Office of the Registrar. Faculty suggested just the letter without any documentation with the caveat faculty can go see the student=s file if they wish to do so.

Presentation of GSU=s National Survey of Student Engagement (NSSE) Results
Terry Ward, Institutional Research, presented Georgia State=s NSSE results. NSSE annually assesses the extent to which undergraduate students are involved in educational practices empirically linked to high levels of learning and development. NSSE created five clusters or benchmarks for effective educational practice for discussing student engagement and its importance to student learning, collegiate quality, and institutional improvement:

1. Level of academic challenge
2. Active and collaborative learning
3. Student-faculty interactions
4. Enriching educational experiences
5. Supportive campus environment

NSSE survey 348,000 first year and senior students for 2003. The Database was supplied by each university. The average response rate was 43%. Georgia State=s response rate was 38%. Georgia State scored in the 50% percentile. At the next meeting, George Rainbolt will present the 20 schools NSSE identified with the top scores to compare with Georgia State. It was suggested that the information be provided to the Committee before the meeting so the members would have time to review it and be ready for discussion.

The FSE (Faculty Survey of Student Engagement) findings will be available in the Fall and is designed to mirror the NSSE to get Faculty input.

Minutes Recorded by:
Wanda F. Taylor
MEMORANDUM

Date:  

To: Faculty Member  

Fr: The Office of the Registrar  

Re: [Student Name], [SSN]  

Hardship Withdrawal  

The above named student has been granted a Hardship Withdrawal by Dean of Students Office for the following course:

Course Prefix:                                                 CRN:  

Term:                                                  Effective Date:  

Current Grade:                                                

As the instructor of this course, you must determine whether you want to assign a grade of AW@ or AWF@ depending on whether the student was doing passing work as of the effective date of the hardship withdrawal of the date above. (please see the enclosed documents for the effective date):

1. If you want to assign a grade of AW@ you need not respond. If you do not respond within 15 business days of this notice, this will indicate to us that you wish to give a AW@ and the current grade indicated above will be changed to a AW@.

2. If you would like to assign a grade of AWF@ please submit a grade adjustment indicating a grade of AWF@ for the course within 15 business days of this notice.

3. If you think that the hardship granted was in error, you may appeal to the Provost.

If you have any questions regarding the Change of Grade process, please contact the Office of the Registrar at (404) 651-0580. If you have any questions regarding the Hardship Withdrawal process, or this case, please contact the Dean of Students Office at (404) 463-9023. If you have any questions regarding the Hardship Withdrawal policy, please refer to the University=s General catalogue at www.gsu.edu/registrar, Undergraduate Catalog/Academic Regulations, Section 1332.40.

Thank you for your cooperation.

Lisa Hutchinson  
Office the Registrar  
Grades Coordinator