SENATE COMMITTEE ON ADMISSIONS AND STANDARDS
November 10, 2004, 2004

Present: Carolyn Alexander Janet Burns Nick Demos Sue Fagan
          Gerald Gay Johannes Hattingh Jan Hudgins Jennifer Johnson
          Colleen Joyce Patricia Ketsche Cherise Peters George Rainbolt
          Rebecca Stout German Torres Diane Weber Sara Weigle
          Tim Woltering Gretchen Young Mary Zeigler

Absent: Brenda Blackwell Dave Bledsoc Greg Brack Becky Cain
         Joan Carson David Cheshier Carol Cohen Paul Farnham
         Bill Fritz John Kesner Edward Miles Jean Miller
         Mike Moore Siva Nathan Timothy Renick Hazel Scott
         Corneill Stephens Matthew Sugarman

The minutes of the August 31, 2004 meeting were approved as distributed.

The Committee approved the motion to amend the calculation of transfer GPAs.

Motion: Effective Summer 2005, grades in courses taken at GSU will no longer be considered in the calculation of the transfer GPA used in admission decisions. This would require modifying the Catalog as follows:

1125.30 Admission Requirements
All of the following minimum requirements must be met in order for an applicant to receive consideration as a transfer, but meeting them does not guarantee admission:

Have a minimum cumulative 2.5 grade point average in college-level courses (excluding developmental/remedial and GSU courses) from all accredited institutions attended. [Other requirements follow but they are unaffected by this motion.]

Rationale: Students are currently using transient status as a “backdoor” to circumvent our new higher transfer admission requirements. Transient admission is designed for students who will be taking only a few courses at GSU for transfer back to their home institution. For example, it allows students who are home for the summer from a high-priced out-of-state institution to take courses at GSU and transfer them back when they return to the out-of-state institution in the fall. For this reason, transient admission only requires submission of a letter stating good standing and permission to attend from the student’s home institution. Some students are abusing this system. Because they do not have a transfer GPA of 2.5, they enroll as a transient student and then take GSU courses in an attempt to raise their GPA to 2.5. In many cases, they do not succeed and these poor performing students damage the classroom experience of native GSU students. Furthermore, these poor-performing students are a drain on resources that could be used more effectively for our own students. In some cases, the students select GSU courses which give high grades and succeed in getting their transfer GPA above 2.5. These students have unfairly worked the system to the disadvantage of other students who don’t know of this loophole in our admission process. This change removes the possibility of students using transient status to boost their transfer GPA.

The committee approved the motion to require Dean’s Office approval for Adds or Drops after the midpoint.

Motion: Effective Spring 2005, requests to add or drop a course after the midpoint require approval of the relevant Dean’s Office.
Rationale: Adds or Drops after the midpoint have a substantial financial impact on the university. Adds after the midpoint are not reflected in official BOR data and therefore GSU does not receive any money from the BOR for courses added after the midpoint. Drops after the midpoint require the university to refund money to the student. If the student was on financial aid, GSU must refund the financial aid monies to the federal government, even if the student does not refund those monies to GSU. Therefore, while there are rare cases in which an Add or Drop after the midpoint is justified, these changes should be a rarity and should be reviewed by the Dean’s Office. Current policy allows Adds or Drops until the end of the semester without Dean’s Office approval.

The motion to allow IEP Students to use the TOEFL to enter Georgia State was tabled and sent back to subcommittee for further review.

The motion to revise the Regent’s Test Policy was approved as amended (indicated in red).

Rationale: The Board of Regents has changed the rules regarding the Regent’s Test so that students required to take the Regent’s Test courses can receive financial aid for those courses. The changes below make the changes to GSU policy which are required by the new BOR policy.

Motion: Effective Summer 2005, with the 05-06 Catalog, the Regents' Test Policy is modified as follows.

Additions

1410.10 Regents' Reading and Writing Requirements

RGTR 0198 Regents’ Reading Skills
RGTE 0199 Regents’ Writing Skills

*Students may satisfy these requirements by passing the Regents’ Reading Test and the Regents’ Writing Test. The Regents’ Reading Test and the Regents’ Writing Test are the final exams for RGTR 0198 and RGTE 0199 respectively. Students must pass the Tests to pass the courses. Therefore, students cannot avoid taking the Tests and are strongly encouraged to meet these requirements by passing the Tests. RGTR 0198 and RGTE 0199 do not count towards the 120 hours required for graduation. The courses are graded S/U and students will be awarded an S if they pass the test and a U if they do not pass the test. For details, see Section 1420.

[...]

1420 Regents’ Reading and Writing Test Requirements

To demonstrate competence in reading and writing, the Board of Regents of the University System of Georgia requires that students pass RGTR 0198, Regents’ Reading Skills, and RGTE 0199, Regents’ Writing Skills. Students may demonstrate their competence in reading and writing by passing the Regents’ Reading Test and the Regents’ Writing Test. The Regents’ Reading Test and the Regents’ Writing Test are the final exams for RGTR 0198 and RGTE 0199 respectively. Students must pass the Tests to pass the courses. Therefore, students cannot avoid taking the Tests and are strongly encouraged to meet the Regents’ Reading and Writing Requirements by passing the Tests. The RGT courses do not count towards the 120 hours requirement. (See section 1470.) In general, undergraduate students seeking a baccalaureate degree at Georgia State University must pass an examination in reading and writing, the Regents’ Test. Students with certain SAT, ACT, AP or IB scores, non-native speakers of English, students who hold a baccalaureate and students with documented disabilities are subject to modified rules regarding these requirements this test. (See below.) Furthermore, students holding a baccalaureate or higher degree from an accredited institution of higher
education are not required to pass the Regents' Test. After reading this material, students with questions should contact the Student Advising Center, www.gsu.edu/advisement.

**Description of the Courses.** RGT courses are designed to help students gain the reading and writing competence necessary to pass the Regents' Tests and be successful in college-level work. The Regents' Tests are the final exams for the courses. The courses are graded S/U and students will be awarded an S if they pass the test and a U if they do not pass the final exam in the course.

**Description of the Tests.** The reading section of the Regents' Reading Test is a 60-item, multiple-choice test taken in one hour. There are ten reading passages and five to eight questions about each passage. The test consists of a series of reading passages with five to eight questions about each passage. The passages cover a variety of subjects (e.g., social science, math, natural science and humanities).

The writing section of the Regents' Writing Test is a one-hour essay exam in which students are asked to write an essay on one of four topics. Students are allowed to use dictionaries during the last 15 minutes of the Writing Test writing section of the test.

Both sections of the exam tests are taken at one time with the Writing Test writing section coming first.

**Administration.** Initially, students must take both tests sections of the Regents' Test at the same time. If a student has passed one test section but not the other, the student will retake only the test section that the student has failed. If a student has failed both sections, the student may retake the two sections in separate semesters.

The Regents' Tests are given during the semester at a time specified by the Board of Regents. The tests may be taken only once per semester. For the current test exam schedule, see the online Registration Guide.

Students are encouraged to take the Regents' Tests upon completion of Engl 1101. Students may take the Regents' Tests during a semester in which they have not enrolled in any classes.

Students who have a cumulative GPA of 2.0 or higher and who have earned a grade of U at least two times in the relevant RGT course Students with a cumulative GPA of 2.0 or higher who have successfully completed the relevant RGT course at least two times will be allowed two hours for each section of the test. To take advantage of this option, students must bring a current copy of their academic evaluation to the Testing Office at least seven days prior to the date scheduled for the extended time test examination.

**Students Entering GSU With No Transfer Credits.** If they have not met the Regents’ Reading and Writing Requirements taken it previously, students must take the tests or enroll in both RGT courses in their first semester of enrollment after earning 30 semester hours. Students who have earned 45 college-level semester hours and who have not passed the Regents' Tests must meet the following remediation requirements. They must take the appropriate non-degree credit course(s) in remedial reading and/or remedial writing (Regents’ Test Preparation or RGT courses) RGTR 0198 and/or RGTE 0199 in each semester of attendance until they have passed all components of the both tests. Students who fail the Reading Test reading section must take the reading RGTR 0198 course, students who fail the Writing Test writing section must take the writing RGTE 0199 course, and students who fail both tests sections must take one course and may take both courses. Students who have not passed both the Regents’ Tests before earning 75 hours will have a hold placed on their registration that will be lifted after speaking with a Student Advising Center staff member.

**Students Entering GSU With AP/CLEP/IB/JE Credits.** Students entering with Advanced Placement, College Level Examination Program, International Baccalaureate and/or Joint Enrollment credit are not required to take RGTR 0198 or RGTE 0199 until they have earned at least 45 hours and been enrolled at least two semesters.

**USG Transfer Students.** All students transferring from University System of Georgia (USG) programs leading to the baccalaureate degree must follow the rules for students with no transfer credits.
Non-USG Transfer Students. Students with 30 or more semester credit hours transferring from outside of the System or from a System program that does not require the Regents' Tests are strongly encouraged to take the tests during their first semester of enrollment in a program leading to the baccalaureate degree. Those who have not met the requirement passed before their third semester of enrollment are subject to the remediation requirements for students entering GSU with no transfer credits.

Regents' Test Preparation (RGT) Courses. Regents' Test Preparation courses are a regular part of the student's academic load but do not count towards the 120 Semester Hour Requirement. The courses are graded S/U. A student who misses more than 30% of class time in a required RGT course will be withdrawn from the course by the instructor and the grade of WF be recorded. Such a reduction in course load may affect the enrollment of a student who is receiving any type of financial aid.

SAT, ACT, AP and IB Waivers. Students who have a score of 510 or better on the SAT I Verbal test or a score of 23 or better on the ACT test (given on a national examination day) have automatically passed RGTR 0198 the reading section of the Regents' Test. Students who have a score of 650 or better on the SAT II English Writing test, a score of 3 or better on the higher level Advanced Placement (AP) English Language and Composition test, a score of 3 or better on the higher level AP English Literature and Composition test, or a score of 4 or better on the International Baccalaureate (IB) English test have automatically passed RGTE 0199 the writing section of the Regents' Test. Students who have earned these scores should submit an official score report to the Office of the Registrar.

Nonnative speakers of English. Nonnative speakers of English (NNS) will be certified as meeting Regents' testing requirements either by:
- passing the reading/writing section of the Regents' Georgia State Tests of English Proficiency (Regents' GSTEPs);
- taking the regular Regents' Tests;
- taking the Test of English as a Foreign Language (TOEFL).

Nonnative speakers of English (NNS) will be certified as meeting Regents' requirements by passing RGTR 0198 and RGTE 0199. However, NNS students may demonstrate their competence in reading and writing and automatically pass these courses by passing the Reading and Writing Tests of the Georgia State Tests of English Proficiency (GSTEPs), taking the regular Regents' Tests, or taking the Test of English as a Foreign Language (TOEFL). NNS students who have a TOEFL score of 23 or higher on the reading section of the computer-based TOEFL exam or a score of 57 or higher on the reading section of the paper-based TOEFL exam have automatically passed RGTR 0198. NNS students who have a Test of Written English (TWE) score of 4 or higher have automatically passed RGTE 0199. NNS students may not take the Regents' GSTEP and the regular Regents' test in the same semester.

NNS students choosing to take the TOEFL pass the Regents' Test reading requirement by earning a score of 23 or higher on the reading section of the computer-based exam and a score of 57 or higher on the reading section of the paper-based exam. They pass the Regents' Test writing requirement by earning a score of 4 or higher on the Test of Written English (TWE).

NNS students who must take RGT courses may take the regular RGT courses or they may take RGT courses for NNS students that specifically address the Regents' GSTEP. These courses are NNS students who have not completed the Regents' Test requirements and who have attempted 45 or more semester hours will have the option of taking regular RGT courses or RGT courses for NNS students offered by the Department of Applied Linguistics & English as a Second Language. For more information, contact the Department of Applied Linguistics & English as a Second Language, www.gsu.edu/gstep.

Student with a Baccalaureate Degree. Students holding a baccalaureate or higher degree from an accredited institution of higher education have automatically passed RGTR 0198 and RGTE 0199.

Students with Disabilities. Students with documented disabilities may arrange for appropriate administration of the Regents' Tests and for any necessary remediation. Contact the Office of
Disability Services, www.gsu.edu/disability. Appropriate accommodations will be made based upon the student's functional limitations as presented in their documentation.

**Appeal of a Failing Score on the Writing Test Section.** A student may request a formal review of his or her failure on the Writing Test writing section of the Regents' Test if that student's essay received at least one passing score among the three scores awarded. Students who wish to appeal should contact the Department of English. The review procedures shall be as follows. A student must initiate the review procedure by midterm of his or her first semester of enrollment after the semester in which the Writing Test writing section was failed. The review must be initiated, however, within one calendar year from the semester in which the failure occurred.

All applicable regulations of the Regents' Reading and Writing Requirements Test Policy remain in effect for those students whose tests essays are under review, including those regulations relating to remediation and to retaking the test.

The review will be conducted by three faculty members of the Department of English chosen by the Chair of the Department of English. The review panel may (a) sustain, by majority opinion, the essay's failing score, thus terminating the review process, or (b) recommend, by majority opinion, the re-scoring of the essay by the Regents' Testing Program central office. The student will be notified concerning the results of the on-campus review.

If the Georgia State University panel recommends re-scoring of the essay, that recommendation will be transmitted in writing, along with the essay, to the office of the system director of the Regents' Testing Program.

The Committee discussed the draft motions from APACE regarding program evaluation/termination. As soon as George receives the data definitions for criteria of quality and centrality, comparative advantage, viability, costs, and return on investment when they are approved by the Joint Budget/APACE Subcommittee as part of the academic program evaluation process, he will send to the Committee members for further discussion at the next meeting.

At the next meeting, Admissions and Standards will review last year's resolution regarding priorities for use of new money and priorities in the event of budget cuts and/or redirection and discuss and vote on its priorities in the event of budget cuts for FY05.

Minutes Recorded by:
Wanda Taylor