SENATE COMMITTEE ON ADMISSIONS AND STANDARDS
February 27, 2006

Present: Brenda Blackwell Dave Bledsoe Lynette Brown Becky Cain Joan
Carson David Cheshier Sue Fagan Paul Farnham Laura FredrickBill Fritz Mary

Meeting Minutes – APPROVED
The minutes of the December 13, 2005 meeting were approved as distributed.

Proposed Changes in Composition of Admissions and Standards - APPROVED
The Committee approved the recommended changes to Admissions and Standards Bylaws to remove representation from the College of Law; adding selected staff as voting members; and at least one additional faculty member elected at large. Because Admissions and Standards have only undergraduate functions and the College of Law has no undergraduate program, it does not seem necessary to have a member from the College of Law. Voting rights provide a motivation for staff to attend meetings and encourages staff to contribute to the discussion and records staff opinions in the official minutes and staff members should have voting rights on all committees which have staff. A balance of 6 staff to at least 19 faculty shows appropriate deference to faculty and appropriate validation of the important role of the staff. The addition of at least one at-large faculty member is required to make the committee meet the Senate Bylaws rule that every committee must have at least 75% members by elected Senators.

Section 5. Committee on Admissions and Standards
A. The Committee on Admissions and Standards shall be composed of the Provost and Vice President for Academic Affairs; the Vice President for Student Services; the Director of Admissions; the Registrar; the Dean of Students; Director of Financial Aid; and Director of the Student Advisement Center; one staff senator; one student who is a member of the Senate; and at least nineteen (19) faculty members, as follows: three (3) members each from the College of Arts and Sciences, the J. Mack Robinson College of Business, and the College of Education; one (1) member each from the College of Health and Human Sciences, the College of Law, and the Andrew Young School of Policy Studies; and at least one additional faculty member elected at large.

Motion on Admission of High Ability CPC Deficient Students - APPROVED
The Committee approved the motion that effective for the Spring 2007 admission cycle, the policy on the admission of students who have not completed the Board of Regents’ College Preparatory Curriculum (CPC) is changed to a more neutral policy to not imply special exception for non Georgia Residence only. George Rainbolt will wordsmith the policy to include suggestions from Committee members for clarity.

Freshman applicants must have completed the University System of Georgia Board of Regents’ College Preparatory Curriculum. Sixteen curriculum course units required as follows:
   a. English (4 units): emphasis in grammar and usage; literature (American, English, and World); and advanced composition skills.
   b. Mathematics (4 units): algebra I, algebra II, geometry, and one additional mathematics course with these units as prerequisites.
c. Science (3 units): at least one laboratory course from the life sciences and one laboratory course from the physical sciences.
d. Social Science (3 units): at least one course focusing on United States studies and one course focusing on world studies.
e. Foreign language (2 units in the same language): emphasis in speaking, listening, reading, and writing.

See below for an exception to this requirement.

High Ability CPC Deficient Freshman

Certain high ability students are eligible for admission to Georgia State even if they have not fully completed the College Preparatory Curriculum (CPC). Applicants who have graduated from high school and have
a. completed the CPC English requirement,
b. completed the CPC Math requirement,
c. have two units of Science,
d. have two units of Social Science,
e. have combined SAT score (or ACT equivalent) of 1100 or better, and
f. have a high school GPA (as calculated for the FI) of 3.3 or better,

are eligible for admission as high ability CPC deficient freshman. High ability applicants with CPC deficiencies will have their files reviewed individually and some may be admitted. No more than 100 high ability CPC deficient freshman will be admitted in any academic year.

Students admitted with CPC deficiencies must complete the CPC requirements by taking the Georgia State courses selected by the Student Advisement Center including any missing social science, science, foreign language courses. Credits earned in courses taken to meet CPC deficiencies do not count towards graduation requirements. Students must earn a grade of C or better in those courses they take to meet CPC deficiencies. Students must complete all CPC-required courses before they earn 30 hours and in their first three semesters of enrollment. Otherwise, they may not register for any courses except CPC courses until all CPC requirements are complete.

High ability CPC deficient freshman will be admitted as presidential exceptions. The Enrollment Management Committee is authorized to raise the SAT and HSGPA required for admission as a high ability CPC deficient freshman as well as to change the number of high ability CPC deficient freshman who will be admitted. The enrollment management committee will also monitor the number, quality, and success of high ability CPC deficient students to see that this exception to the usual CPC rules continues to meet the needs of these students and Georgia State.

Limit on Withdrawals with a Grade of W - APPROVED

The motion to Limit the Number of W was approved as amended. Students will be allowed to withdraw with a grade of W a maximum of 6 times in their careers at Georgia State. All withdrawals beyond the 6th would receive a grade of WF. Students could withdraw with a grade of W once as a freshman (0-29 earned hours), once as a sophomore (30-59 earned hours), once as a junior (60-89 earned hours), and once as a senior (90 or more earned hours). These four Ws are called “the freshman W,” “the sophomore W,” “the junior W,” and “the senior W” respectively. Students are also allowed two additional withdrawals with a grade of W at any time during their careers at Georgia State. These two Ws are called the “floaters.”

The policy on withdraws is replaced with the policy below.

1332.10 Dropping Classes and Voluntary Withdrawal

A. Withdrawal Periods and Grades of W and WF

1. During registration:
During the registration period, students may drop or add classes using GoSOLAR. When a class is dropped during this period, no grade is recorded and no record of the student's being enrolled in the class appears on the student's transcript.

2. After registration and before the midpoint of the term:
   During this period, students may withdraw from a class or classes using GoSOLAR. Students will receive a grade of W or WF for any class dropped during this period depending on whether or not they have exceeded their limit of withdrawals with a grade of W. Specifically, students will automatically be awarded a W if they have not exceeded their limit and a WF if they have. Grades of W and WF appear on the student’s transcript.

3. After the midpoint of the term and until two weeks before the last day of classes:
   During this period, students may withdraw from a class or classes using GoSOLAR. Students will automatically receive a grade of WF for any class dropped during this period. (Note: a grade of WF is treated as an F for GPA calculation purposes.) During the two weeks before the last day of scheduled classes for the term voluntary withdrawals cannot occur.

B. Limits on Withdrawals with a Grade of W.

1. Students are allowed to withdraw with a grade of W a maximum of 6 times in their careers at Georgia State. These Ws are also subject to the following restrictions. Students are allowed to withdraw with a grade of W once as a freshman (0-29 earned hours), once as a sophomore (30-59 earned hours), once as a junior (60-89 earned hours), and once as a senior (90 or more earned hours). These four Ws are called “the freshman W,” “the sophomore W,” “the junior W,” and “the senior W” respectively. If a student does not use the freshman W as a freshman, the student may use that W as a sophomore, as a junior, or as a senior. If a student does not use the sophomore W, the student may use that W as a junior or as a senior. If a student does not use the junior W, the student may use that W as a senior. Students are also allowed two additional withdrawals with a grade of W at any time during their careers at Georgia State. These two Ws are called the “floaters.”

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. The number of withdrawals available to transfer students will be calculated based on their class status (by hours) at their point of entry. For example, a student who transferred to Georgia State in the junior year would be allowed a total four withdrawals with a grade of W—the junior W, the senior W and the two floaters.

4. 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 was a junior, had taken 4 Ws in their career at Georgia State (the freshman W, the sophomore W, and both floaters), and then withdrew from three of the four classes in which the student was enrolled, the junior W 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 request to shift the W from one class to another. Such requests must be made by the end of the semester after the 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.

5. The following sorts of withdrawals do not count against the limit on withdrawals with a grade of W.
   a. Hardship withdrawals (see Section 1332.40).
   b. Grades of WF (withdrawal failing).
   c. Grade of WM (withdrawal military).
d. Withdrawals taken in semesters before Fall 2006.
e. Withdrawals taken at other institutions other than Georgia State.

6. This policy applies to all degree seeking undergraduate students. It does not apply to non-degree students (such as postbaccalaureate students).

7. Section 401.01 of the Faculty Handbook is modified as follows
   All teaching faculty shall provide at or before the first meeting of a class by the end of the first week of class, each term, a copy of a course syllabus to each student in their classes. Also, a copy of each syllabus shall be provided the departmental office no later than the end of the first week of class.

The policy is effective Fall 2006. Students, who have attended Georgia State in a previous semester, will be treated as if they were new transfer students. For example, a student who was a junior in Fall 2006 would have a limit of four withdrawals with a W in the remainder of their career at Georgia State. The student would have the junior W, the senior W, and the two floaters.

Note: The proposal would end the current practice of allowing a WF grade when a student withdraws before the midpoint. The withdrawal rules are very complex and the workload of implementing them is significant. This proposal would simplify the rule and eliminate the tedious process of getting a W or WF grade from instructors. Very few professors give WFs when they have the option of giving a W or WF.

Tim Woltering will draft a motion for EMG to strongly encourage the withdrawal policy is included on faculty syllabi to ensure that students are aware of the change in policy. George will draft a canned statement and email a draft to committee members for review to include on faculty syllabi.

Cherise Peters indicated she would discuss with John Bandy her Banner related concerns with the policy being implemented Fall 2006. It was noted the ad campaign notifying students of the change in policy should occur before the end of the current semester. It is possible implementation could be changed to Spring 07.

**Retention Report and Change of Major Rules**
The Committee continued discussion on the Retention Report. David Cheshire and Becca Stout were added to the committee to voice their concerns with related student organization activities.

The section on Declaration and Change of Major was approved as amended but will return to the committee as a distinction motion at the next meeting.