SENATE COMMITTEE ON ADMISSIONS AND STANDARDS
Thursday, February 19, 2009

PRESENT: Amber Amari, Brenda Blackwell, Scott Burke, Tom Caiafa, David Cheshire, Carol Cohen, Douglas Covey, Evan Eskridge, Dena Freeman-Patton, Patrick Frer, Olga Jarrett, Colleen Joyce, Felisha Norrington, Cherise Peters, George Rainbolt, Rebecca Stout, Irene Weber, Sara Weigle, Shelly-Ann Williams

Minutes of the Meeting of November 19, 2008
The minutes of the November 19, 2008 meeting were approved as distributed.

Goals for new President, 2 year and 5 year, Update
George Rainbolt provided an update on Dr. Becker's meeting with the Senate chairs on February 18, 2009. Dr. Becker believes in the importance and utility of the Senate process. Much of the discussion was on research and the budget. The new president has indicated any budget cuts would be strategic and not across the board.

Revised Petitions Process for Financial Matters
The motion to revise the policy on university-level petitions was approved. The Committee recommended that the motion not go to the Full Senate for consideration. Consideration by the Senate Executive Committee is sufficient.

Draft of January 16, 2009
Additions Deletions All the substantive changes are in paragraph B.5. There are some title corrections elsewhere.

Rationale: The recently passed motion on petitions failed to adequately consider the complexity of appeals regarding financial rules. It would have led to matters being heard at the university level that should be heard at the college level (e.g., matters regarding scholarships awarded by colleges). It would have led the Director of Financial Aid to consider matters outside that office's area of expertise. This motion solves both these problems. In addition, the title of the leadership of the Student Advisement Center has been modified to reflect changes in that office.

Effective Immediately

Motion:
B. University-Level Policy Waiver or Variance Petitions
1. Students may request a waiver or variance of a policy established by the University or the Board of Regents (BOR).
2. All requests for waivers or variances from university and BOR level policies will be made based only on the written record.
3. All petitions must include the following: (a) The section number from the Catalog (or other official University document) of the policy or requirement from which the student is requesting a waiver; (b) the deviation being sought, (c) the reason(s) why the exception should be granted; (d) a current copy of the student's academic evaluation record; (e) a current copy of the student's Georgia State University transcript (unless the petitioner is not yet a Georgia State student); and (f) transcripts from all other colleges the student has attended (if the petitioner has attended other colleges).
4. Admissions Appeals (Appeals of Rules Currently in Section 1100 of the Catalog)
   a. Appeals of denial of admission and for waivers of the admissions rules will be made in the first instance by the Director of Admissions.
   b. If the petition is denied, the student may appeal to the Admissions Appeals Committee, a subcommittee of the Senate Committee on Admissions and
Standards. The student must appeal in writing and within 10 business days of
being notified of the decision of the Director of Admissions.
c. The Director of Admissions will copy the Chair of the Admissions Appeals
Committee on all letters to students notifying them of results of their petitions.
Every semester, the Director of Admissions will distribute to the Senate
Committee on Admissions and Standards a report that indicates (at a minimum)
the number of petitions filed, the number granted, and the number denied. This
report will cover all admissions petitions, including those considered by the
Special Talents Committee. Any member of Admissions and Standards may
review the documents of any petition when there is a legitimate educational
interest.
d. This motion policy does not change the Special Talents policy or the policy on
admissions discipline review.

5. Financial Aid Appeals (Appeals of Rules Currently in Section 1200 of the Catalog)
a. Appeals of tuition and fee rules (currently in sections 1210.10, 1210.20 and
1210.30 of the Catalog), Georgia resident status rules (currently in section 1220),
and financial aid rules (currently in section 1230) will be made by the Assistant
Vice President for Enrollment Services. These rules will be made in the
first instance by the Director of Financial Aid.
b. If the petition is denied, the student may appeal to the Financial Aid Appeals
Committee, a committee appointed by the Associate Provost for Academic
Programs. The student must appeal in writing and within 10 business days of
being notified of the decision of the Assistant Vice President for Enrollment
Services.
c. Appeals of the financial rules of colleges and departments (e.g., lab fees,
grants, assistantship rules, etc.) are considered by the college or department.
See section IV.A. below.

6. Add, Drop and Withdraw Appeals (Appeals of Rules Currently in Section 1332 of the
Catalog)
a. Appeals of the add, drop and withdrawal rules will be made in the first instance
by the University Registrar.
b. If the petition is denied, the student may appeal to the Registration Appeals
Committee, a subcommittee of the Senate Committee on Admissions and
Standards. The student must appeal in writing and within 10 business days of
being notified of the decision of the University Registrar.
c. The Registrar will copy the Chair of the Registration Appeals Committee on all
letters to students notifying them of results of their petitions. Every semester, the
University Registrar will distribute to the Senate Committee on Admissions and
Standards a report that indicates (at minimum) the number of petitions filed, the
number granted, and the number denied. Any member of Admissions and
Standards may review the documents of any petition when there is a legitimate
educational interest.
d. This motion policy does not change the Hardship Withdrawal policy.

7. Course Load, Scholastic Discipline, Course Substitution in the Core, and Regents Test
Appeals (Appeals of Rules Currently in Sections 1330.30, 1360, 1410, and 1420 of the
Catalog)
a. Appeals of rules regarding course load, scholastic discipline, course substitution in
the core, and Regents Test will be made in the first instance by the Director head of
the Student Advisement Center. However, appeals for waivers of Section 1330.30
(Course Load) will be considered by the student's college if the student has declared
a college and will follow the procedure outlined in Section IV.A above.
b. If the petition is denied by the Director head of the Student Advisement Center, the
student may appeal to the Academic Regulations Appeals Committee, a
subcommittee of the Senate Committee on Admissions and Standards. The student
must appeal in writing and within 10 business days of being notified of the decision of the Director of the Student Advisement Center.

c. The Director head of the Student Advisement Center will copy the Chair of the Academic Regulations Appeals Committee on all letters to students notifying them of results of their petitions. Every semester, the Director head of the Student Advisement Center will distribute to the Senate Committee on Admissions and Standards a report that indicates (at a minimum) the number of petitions filed, the number granted, and the number denied. Any member of Admissions and Standards may review the documents of any petition when there is a legitimate educational interest.

4. Academic Regulation and Graduation Requirement Appeals (Appeals of Rules Currently in Other Parts of Sections 1300 and 1400 of the Catalog)
   a. Appeals of other university-level academic rules and graduation requirements will be made in the first instance by the Academic Director of Student Retention.
   b. If the petition is denied, the student may appeal to the Academic Regulations Appeals Committee, a subcommittee of the Senate Committee on Admissions and Standards. The student must appeal in writing and within 10 business days of being notified of the decision of the Academic Director of Student Retention.
   c. The Academic Director of Student Retention will copy the Chair of the Academic Regulations Appeals Committee on all letters to students notifying them of results of their petitions. Every semester, the Academic Director of Student Retention will distribute to the Senate Committee on Admissions and Standards a report that indicates (at a minimum) the number of petitions filed, the number granted, and the number denied. Any member of Admissions and Standards may review the documents of any petition when there is a legitimate educational interest.

4. Subsequent Appeals
   a. The student may appeal the decisions of the Admissions Appeals Committee, Financial Aid Appeals Committee, the Registration Appeals Committee, and the Academic Regulations Appeals Committee to the Associate Provost for Academic Programs in writing within 10 business days of being notified of the decision. The Associate Provost will respond in writing to the appeal within 20 business days of receiving the appeal.
   b. The student may appeal the Associate Provost’s decision to the Provost in writing within 10 business days of being notified of the decision. The Provost will respond in writing to the appeal within 20 business days of receiving the appeal.
   c. The student may appeal the Provost’s decision to the President in writing within 10 business days of being notified of the Provost’s decision. The President will respond in writing to the appeal within 20 business days of receiving the appeal.
   d. The student may appeal the President’s decision to the Board of Regents in writing within 20 business days of being notified of the President’s decision.

5. Should a reorganization of offices lead to a case where the position of University Registrar or one of the heads/directors noted above no longer exists, the Associate Provost for Academic Programs and the Chair of the Senate Committee on Admissions and Standards will jointly designate an individual to handle petitions until the Senate can revise this policy to reflect the new organization.

Rationale:
When Admissions and Standards reviewed this issue last fall, we overlooked some Board of Regents policies regarding appeals of financial matters. The changes proposed above bring our policy in line with BOR requirements and clarify the routing of the various types of appeals of financial matters. The Assistant Vice President for Enrollment Services anticipates appointment committees to advise her before she makes her decision. But the policy does not require her to do so.
Math Placement Testing.
The motion to revise the math placement testing rules was approved as amended. By Senate policy, Admissions and Standards have final action authority on placement testing.

Motion:
1. **States** Students who have an SAT Math score of 650 or better (or the equivalent ACT score) may enter Math 1111 without taking the placement test.
2. Georgia State University will accept raw COMPASS math placement scores from other institutions. However, Georgia State will use our cut scores, not those of the sending institution.

Rationale:
Re paragraph 1. A review of student performance in Math 1111 indicates that students with an SAT Math of 650 or better do as well those who are placed into Math 1111 using the COMPASS test.
Re: paragraph 2. The COMPASS is administered at many sites and the test is the same. Therefore, it makes sense to accept scores from other testing sites. Students will be required to submit COMPASS scores from other institutions under the same restrictions that apply to transcripts from other institutions.

Repeat to Replace Policy
Sara Weigle presented the motion on Repeat to Replace Courses Policy (draft 1-29-09). After considerable discussion, the Committee voted to send back to the Subcommittee for further discussion and review of what peer institutions are doing regarding coding of the courses in question, academic misconduct, departmental admissions decisions/regulations impact on policy, and hours versus courses, and institutional GPA. A revised motion will be presented at the next meeting for further discussion and consideration.

Motion:
Under certain conditions, students who have retaken courses and earned a higher grade may request to have the first grade excluded from their institutional grade point average. If the request is approved, the Office of the Registrar will make the notations “Repeat (Excluded from GPA)” next to the original course and the notation “R” next to the retaken course on the student’s official transcript. Grades for all attempts at the course will appear on the student’s official transcript regardless of whether or not the grade has been excluded from the student’s GPA. All grades, including those for repeated courses, will be included in the determination of eligibility for honors, fellowships, or other distinctions accruing on the basis of the GPA, including the Hope Scholarship. Additionally, all attempted hours (including repeated courses) will be used in evaluation of Title IV eligibility and satisfactory academic progress. A copy of the request and approval will become part of the student’s permanent record file.

An undergraduate student may request to have a grade excluded from GPA computation under the following conditions:
1. The repeated course must be completed prior to the granting of the first GSU bachelor’s degree.
2. The grade exclusion request must be submitted to the Office of the Registrar by the graduation deadline before the student applies for graduation. Requests submitted in the term of graduation will not be considered for degree conferral.
3. Before petitioning requesting, a student must have retaken the same course (or the renumbered substitute for that course) in the same department at GSU and earned a higher grade in the course retaken.
4. No more than a total of four course grades (from four different courses) may be replaced and excluded from the student’s GPA. A college may adopt a more stringent requirement.
5. This policy applies only to the first recorded grade in a course that a student has repeated.
6. Departmental approval is required for all Repeat-to-Replace requests. Departments must provide a reason in writing for denying any such request.
7. This policy will take effect for courses that are repeated effective the Fall Semester 2009
   2010 (need to be in the catalog, missed the 2009 deadline and will give departments time to
   plan) Students who have repeated courses prior to this date will not be allowed to delete
   earlier attempts from their GPA calculation.
8. Once a request has been approved, the request cannot be revoked or reversed.
9. The Repeat-to-Replace will not be applied to graduate and post-baccalaureate professional
   studies.

Note: Much of the wording for this policy was taken from the University of Toledo’s policy,
found here: http://www.utoledo.edu/offices/registrar/main_campus/student_records/
gpa_recalculation.html

Credit for ROTC Courses
The Committee approved the motion to revise acceptance of military science 1000/2000 credit
for degree programs. The Committee recommended that this motion go to the Full Senate
Committee for consideration.

Motion:
The Reserve Officer Training Corps (ROTC) requests the current policy at Georgia State
University (GSU) be amended in order to allow Military Science 1000 and 2000 courses to apply
as general elective credits towards all degrees. Section 1480 of the Catalog will be modified as
follows:

1480 Semester Hours Requirement
The curriculum for a baccalaureate degree at Georgia State University requires a minimum of
120 semester hours. Some programs require a higher number of semester hours. Students should
consult the description of their program in this catalog to determine the number of semester
hours required. The semester hours for graduation are calculated as follows:

Semester hours included:
• Academic credit (transfer and Georgia State) in which grades A, B, C, D, S, or P are earned
  (except as excluded below).
• Credit earned through the College-Level Examination Program (CLEP), Advanced Placement
  (AP), International Baccalaureate (IB), and any other approved credit-by-examination

Semester hours excluded:
• All hours earned in courses that are repeated except the final attempt
• Hours earned in courses with course numbers below 1000
• Courses (transfer and Georgia State) that are required to meet College Preparatory Curriculum
deficiencies
• GSU 1010, GSU 1050, and GSU 1060
• Physical education “skills” courses KH 1010, 1020, 1030 (previous course prefixes: HPRD, HPRS, PE)
• Military science courses at the 1000 and 2000-level

Rationale:
1. The majority of colleges and universities nationwide accept Military Science 1000 and 2000
courses as electives towards degrees. Under the current GSU policy, this places GSU ROTC
Cadets at a disadvantage compared to their peers nationally because they have to take a
larger course load to make up for not receiving elective credits for Military Science courses.
2. The Military Science 1000/2000 courses are standardized nationally by the US Army Cadet
Command. The Cadet Command develops and distributes the curriculum to all colleges and
universities for use by Military Science instructors. Therefore, GSU ROTC Cadets are required to complete the same work load as their peers nationally who are receiving elective credits for the Military Science 1000/2000 courses.

a. GSU ROTC Cadets are required to attend 6.5+ hours of ROTC instruction per week (see course description for timeline breakdown). ROTC Scholarships are not allowed to exceed more than eight semesters, unless an exception to policy is granted. Therefore, GSU Cadets are not authorized to take a reduced course load to make up for the lack of credit for Military Science courses.

b. Although each school accepts different amounts of credits, 29 out of the 35 public members of the Association of American University Public accept Military Science 1000/2000 courses as elective credits.

c. Georgia Tech University and University of Georgia accept Military Science credit as electives.

d. Nine of the top ten public research schools cited by the Lombardi Program for Measuring University Performance accept Military Science 1000/2000 as elective credits.

3. ROTC Cadets at GSU compete against all Cadets nationally for US Army Active Duty positions and choice of duty branch. Cadets’ assessments packets are reviewed by a board, which determines each Cadet’s ranking compared to his or her peers. Within the assessments packet, the Cadet’s grade point average accounts for 40 percent of the criteria evaluated.

**Academic Regulations Subcommittee Minutes**
The November 10, 2008 and February 2, 2009 minutes of the Senate Committee on Admissions and Standards Academic Regulations Subcommittee were distributed for review.

**Recorded by:**
Wanda F. Taylor