SENATE COMMITTEE ON ADMISSIONS AND STANDARDS

March 26, 2009

PRESENT: Amber Amari, Tom Caiafa, David Cheshier, Douglas Covey, Lacey Enyart, Laura Fredrick, Dena Freeman-Patton, Patrick Freer, Michael Herb, Olga Jarrett, Colleen Joyce, Felisha Norrington, Joe Perry, George Rainbolt, Tim Renick, Alice Rivera, Bob Sattelmeyer, Rebecca Stout, Irene Weber, Sara Weigle, Shelly-Ann Williams

Minutes of the meeting of February 19, 2009
The minutes of the February 19, 2008 meeting were approved as distributed.

Motion to Add IELTS Score to Admission Requirements
The motion to add the IELTS Score to Admission Requirements was unanimously approved as amended deleting the last two sentences in paragraph one of the motion.

Motion:
Section 1165 of the Catalog is modified as follows:

Additions Deletions

In addition to meeting all other applicable requirements for admission, non-native speakers of English must demonstrate sufficient English language proficiency. This can be demonstrated by submitting any one of the following: an SAT verbal/critical reading score of at least 430, an ACT English subtest score of at least 17, a Test of English as a Foreign Language (TOEFL) score of 550 (paper test) or 213 (computer test) or 79-80 (internet-based test), a GSTEP score of 6, an International English Language Testing System (IELTS) score of 6.5, or by successfully completing Georgia State University's Intensive English Program. However, students who are currently enrolled in but have not completed Georgia State University's Intensive English Program must demonstrate English language proficiency with the GSTEP. TOEFL bulletins (including registration forms) can be obtained at United States embassies and consulates, binational centers, or by writing to: Test of English as a Foreign Language, P.O. Box 6154, Princeton, N.J. 08541-6154, U.S.A. (http://www.toefl.org). To register for the GSTEP, please contact the Department of Applied Linguistics and English as a Second Language at 404/651-3650 (http://www.gsu.edu/gstep).

F-1 Visa applicants who are non-native speakers of English and who meet all admission requirements except the English language proficiency requirement may be granted conditional admission. To be eligible for conditional admission, applicants must have a TOEFL score of 480 (paper test) or 157 (computer test) or 40 (internet-based test) or an IELTS score of 4.5. Students granted conditional admission will be required to take certain courses in the Intensive English Program (IEP) before taking other courses. A student may remain on conditional admission status for no more than three semesters. For more information about the IEP, see http://www.gsu.edu/iep.

Rationale:
In the past several years, the IELTS has become recognized by more and more universities as a way for students to demonstrate their English proficiency. Providing additional options for students submitting their applications overseas may help facilitate the application process. Eleven other universities in the “Urban 13” (University of Cincinnati, Cleveland State University, Indiana University-Purdue University, University of Wisconsin-Milwaukee, University of Missouri-St. Louis, University of New Orleans, University of Pittsburgh, Wayne
State University, Portland State University, Virginia Commonwealth University, and Temple University) accept a minimum IELTS score to demonstrate English proficiency.

**Motion re Temporary Transcript Annotation in Cases of Academic Dishonesty**
The motion on adding a temporary transcript annotation in cases of academic dishonesty was referred back to the Student Discipline Committee pending additional discussions with Cherise Peters on the feasibility of implementation without incurring additional expenses.

Also referred to the Committee was clarification if policy allowed students to remain in a course pending the resolution of an appeal in cases of academic dishonesty.

**Motion:**
The policy on academic honesty is modified as follows:

**Additions**

Definition of Disciplinary Penalty: Sanction sought for academic dishonesty will be considered a disciplinary penalty if the initiator wishes to seek sanction in addition to those considered academic. Disciplinary penalties could include, but are not limited to, the following sanctions: suspension, expulsion, transcript annotation(s) (either temporary or permanent). Students may challenge a disciplinary penalty regardless of whether the student accepts findings of academic dishonesty. All disciplinary penalties are automatically reviewed by the University Senate Committee on Student Discipline.

**Rationale:**
This motion comes to Admissions and Standards as a recommendation from the Committee on Student Discipline. If approved that Committee would be allowed to set the length of time of a transcript annotation and this time could vary by student, severity of infractions, etc.
Over the last several years, the Senate Committee on Student Discipline has frequently seen cases where a transcript annotation for a period of time (e.g., 5 years) seemed to be the most appropriate disciplinary penalty given circumstances of the student and the severity of the infraction. However, currently policy does not allow temporary annotations. The Senate Committee on Student Discipline feels that this change would allow them to better make the “punishment” fit the “crime.”

**Motion to Revise the Pass/Fail Grading Option**
The motion on the S-U Grading Policy was approved as amended to reflect that implementation of the policy could be affected by budget constraints.

Draft of February 27, 2009

**Motion:**
Effective Fall 2010, the policy on pass/fail (S-U) grading is modified as follows:

**Implementation of aspects of this policy may be delayed due to budget constraints.**

**Additions Deletions**
Students may enroll in courses taught on a pass/fail (S-U) basis subject to the following conditions:
1. Course taken pass/fail (S-U) will appear on the official transcript with a grade of "S" or "U." These grades do not count in the computation of the grade point average.

2. Resident credit earned with a grade of S will count only toward meeting the 120 hour semester requirement and/or 39 hour academic residence requirement (if not already met through major/dept/college requirements). Transfer credit awarded with a grade of S counts towards all degree requirements.

3. Courses taken pass/fail (S-U) will not count toward:
   a. core curriculum requirements, Areas A-F
   b. courses required for a major or minor,
   c. courses that satisfy college requirements.

Colleges may authorize exceptions to b. and c. but such exceptions must be specifically authorized by the college through the college’s curriculum approval process.

4. No more than 10 hours of courses taken pass/fail (S-U) at Georgia State may be counted towards an undergraduate degree. Courses taken on a pass/fail (S-U) basis beyond this limit will earn institutional credit but will not count toward graduation.

5. To take courses on a pass/fail (S-U) basis, a student must have a Georgia State University cumulative grade point average of at least 2.5.

6. To take a course on a pass/fail (S-U) basis, the student must meet all prerequisites and all other enrollment restrictions (e.g., GPA requirements, co-requisites, etc.).

7. The request to be graded pass/fail (S-U) in a course must be made before the end of late registration, and, if approved, cannot be changed in any way at any time.

8. Students enrolled in a course on a pass/fail basis must meet all normal course requirements (e.g., attendance, reports, papers, projects, examinations, labs, etc.): It is the student’s responsibility to contact the instructor by the end of the first week of classes and obtain from the instructor the requirements necessary to earn a grade of S.

9. The normal withdraw policy will apply to courses taken pass/fail (S-U). Students enrolled in a course on a pass/fail (S-U) basis will receive an "WF" if withdrawn from the course after the midpoint of the academic term, subject to the usual exceptions for Hardship Withdrawals. Withdrawals in courses taken pass/fail (S-U) count against a student’s limit of withdrawals with a W just as courses graded A-F do.

10. Colleges/departments will decide which courses may not be taken on a pass/fail (S-U) basis. Such decisions must be approved according to departmental/college curriculum change policies. by the Dean of the college.

Rationale [for the August 2008 version]:

The Senate passed a policy on S-U grading in Spring of 2007. However, during implementation, it became apparent that

- Georgia State has a long practice of allowing non-resident (i.e., transfer) S grades to count towards degree requirements.
- Many international students come in with significant amounts of S credit. Not allowing nonresident S grades to count towards degree requirements would have a substantial negative impact on international students.
- Both Tech and UGA allow non-resident S grades to count towards degree requirements.
- The requirement that students must have a 2.5 GPA in order to take courses pass/fail is not workable in those departments that require certain courses to be taken pass/fail.
- It is best to have the decision about the pass/fail option for courses approved through the normal college curriculum processes. This provides the documentation needed for matters such as SACS review.
- The policy regarding WF grades as changed since Spring 2007.
For these reasons, the above revisions seem appropriate.

Rationale for the February 2009 version:

1. The sixth paragraph was changed to allow students to switch to or from S/U grading up through late registration, which ends during the first week of the semester. This gives students some flexibility but at the same time prevents students from changing their choice after their likely grade in the course becomes clearer later on in the semester.

2. “If approved” was dropped from the sixth point to make the policy flexible enough to accommodate different methods of implementation.

3. The August 2008 revision gave departments the option of opting out of offering specific courses S/U. The February 2009 revision gives departments to the option of opting to offer S/U courses. It was thought that this would (1) ease potential problems with implementation and (2) make the process easier for departments that would typically not allow many courses to be taken S/U.

4. This revision requires departments and colleges to go through their standard curriculum review process to allow courses to be offered S/U rather than going to the college dean.

Repeat to Replace Policy
Draft of 3-9-09
After much discussion and agreement that the Committee would prefer that students receive prior approval before requesting to apply the repeat-to-replace policy, the motion on the Repeat to Replace Policy was sent back to Committee for additional consideration.

Motion:
Modifications since last Admissions and Standards meeting:

Additions Deletions

Implementation of aspects of this policy may be delayed due to budget constraints.

Under certain the conditions outlined below, undergraduate 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 notation “Repeat (Excluded from GPA)”appropriate notations 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. This policy has no effect on any GPA requirements set by state or federal law. 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. Before requesting to apply the repeat-to-replace policy, 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.
2. Departmental approval is required for all Repeat-to-Replace requests. Departments must shall provide a reason in writing for denying any such request.

3. The grade exclusion request must be submitted to the Office of the Registrar before the student applies for graduation. Requests submitted in the term of graduation will not be considered for degree conferral.

4. Once a request has been approved, the request cannot be revoked or reversed.

5. This policy applies only to the first recorded grade in a course that a student has repeated.

6. A student may use only the second letter grade attempt to replace the first letter grade attempt at the course.

7. The repeated course must be completed prior to the granting of the first GSU bachelor's degree.

8. 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.

9. The Repeat-to-Replace will not be applied to graduate-level courses 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

**Motion and Report Re the Grading System**

The Motion on revising the Grading System was approved as amended.

**Motion**

Effective Fall 2009

**Additions**

The following table indicates the academic letter grades used at Georgia State University and their numerical value used to calculate grade point averages:

<table>
<thead>
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<th>Grade</th>
<th>Numerical Value</th>
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<tr>
<td>A+</td>
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</tr>
<tr>
<td>B+</td>
<td>3.30</td>
</tr>
<tr>
<td>C+</td>
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</tr>
<tr>
<td>A</td>
<td>4.00</td>
</tr>
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<tr>
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<tr>
<td>B-</td>
<td>2.70</td>
</tr>
<tr>
<td>C-</td>
<td>1.70</td>
</tr>
<tr>
<td>WF</td>
<td>0.00</td>
</tr>
</tbody>
</table>

The symbols I (Incomplete), IP (In Progress), W (Withdrawal), S (Satisfactory), U (Unsatisfactory), V (Audit), K (Credit-by-examination), and NR (Not Reported) do not have numerical equivalents and are not used in calculating grade point averages.

**Colleges, Departments and other academic units are encouraged to establish grading guidelines. However, no College, Department, or other academic unit may prohibit the use of plus/minus grades or any particular plus or minus grade. Colleges, Departments, and other academic units may choose to require the use of plus/minus grades.**

**If multiple sections of a course are offered in the same semester, they must use the same plus/minus grading system unless the Dean of the relevant college approves the use of different grading systems in multiple sections of the same course.**
Cross-listed courses at the same level must use the same plus/minus grading system unless the Dean of the relevant college approves the use of different grading systems in the different sections of the cross-listed course. For example, if an instructor teaches a course listed under three different prefixes at the undergraduate level, all three must use the same grading system.

Recorded by:
Wanda F. Taylor