

Student Regulations Committee

Academic Faculty Senate

Tuesday, April 19, 2016

3:00-5:00 PM

Student Center Theatre

Action Items and Minutes

Presented by:

Dr. Al Ferri, ME, Chair

Action Items

Minutes

Action Items: February 25, 2016 Meeting

Examinations policy language related to the recent changes in the Academic Calendar:

Current language:

"Final Instructional Class Days are scheduled during each regular term including the Full Summer Session and are the last two days a course officially meets."

Proposed language:

"Final Instructional Class Days are scheduled during each regular term including the Full Summer Session and are the last two instructional days of the term immediately preceding the first reading period."

Existing Language

NOTE:

These policies were approved by the Academic Faculty Senate in April 2015 and will be phased in beginning with the Spring 2016 Semester. Until then, the current Dead Week policy is in effect. See the archived 2014-2015 Catalog for more information on the existing Dead Week policy.

C. FINAL INSTRUCTIONAL CLASS DAYS AND READING PERIODS.

The following applies to the standard terms, including the Full Summer Session. It does not apply to the Early and Late Short Summer Sessions. Given the variability in the exact timing of the full summer session, the Registrar's Office will adjust the final instructional class days and reading periods for this semester only in order to meet required instructional time. This policy replaces the former Dead Week (Week Preceding Final Examinations) policy.

1. Final Instructional Class Days

1. Final Instructional Class Days are scheduled during each regular term including the Full Summer Session and are the last two **days a course officially meets**.
2. No tests or quizzes are to be administered on these days. Lab quizzes and/or practicums may be given in courses comprised of both a lecture and a scheduled lab, where the lecture carries at least 2 credits.
3. For all courses, graded homework or assignments, lab reports, course projects, demonstrations, studio reviews, and presentations may be due during these two days, provided that they are listed on the syllabus at the start of the semester.
4. All quizzes and tests should be graded and reported to students on or before the last final instructional day.

Proposed Language

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Action Items: February 25, 2016 Meeting

Grades policy language to clarify when graded assignments are provided for students:

Language added to the policy:

“Faculty are expected to return to students a graded assignment or other meaningful performance feedback prior to the deadline for withdrawing from classes so that students can make an informed decision about withdrawing.”

Action Items: February 25, 2016 Meeting

This is the affected policy:

V. Grades and Scholastic Average

A. Grades

1. The letter grades for completed courses used in the calculation of scholastic average are the following:
 - A-excellent (four quality points)
 - B-good (three quality points)
 - C-satisfactory (two quality points)
 - D-passing (one quality point)
 - F-failure, must be repeated if in a required course (no quality points)
2. The following grades will be used in the cases indicated and will not be included in the calculation of scholastic average:
 - S-satisfactory performance in a course
 - U-unsatisfactory performance in a course
 - V-assigned when the course has been audited; not credit given; and implies no academic achievement on the part of the student

Changes are proposed in number V.A.3

Action Items: February 25, 2016 Meeting

3. The following grades will be used in the cases indicated and will not be included in the calculation of scholastic average:

I-incomplete. Assigned when a student was doing satisfactory work, but for nonacademic reasons beyond his/her control and deemed acceptable by the instructor, was unable to meet the full requirements of the course. If the student's performance was so poor as to preclude his/her passing, the instructor shall assign the grade of F . Refer to section VII. B for regulations regarding removal of the I grade.

W- withdrawal without penalty. Withdrawals from individual courses without penalty will not be permitted after 60 percent of the term has been completed, as specified by the official calendar, except in cases of hardship as determined by the Institute Undergraduate Curriculum Committee or Graduate Committee, as appropriate. Withdrawal from school will not be permitted after 60 percent of the term except in cases of hardship as determined by the Institute Undergraduate Curriculum Committee or Graduate Committee, as appropriate. With the exception of part-time graduate students, students who withdraw from school and receive all grades of W will not ordinarily be permitted to re-enroll the next succeeding term. Refer to section VIII .B for regulations regarding readmission. See Catalog regulation II. Academic Calendar, A. Standard Calendar for more information.



NR- not reported. Assigned when an instructor fails to submit grades by the published deadline, through no fault of the student.

Changes are proposed in number V.A.3

Action Items: February 25, 2016 Meeting

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Faculty are expected to return to students a graded assignment or other meaningful performance feedback prior to the deadline for withdrawing from classes so that students can make an informed decision about withdrawing.

NR- not reported. Assigned when an instructor fails to submit grades by the published deadline, through no fault of the student.

Action Items: March 31, 2016 Meeting

- Although there was a very long discussion at this meeting on the Change of Major proposal, there was no vote and therefore no action items to report.

Action Items: April 7, 2016 Meeting

Change of Major regulation revision to:

VI. SCHOLASTIC REGULATIONS, F. CHANGE OF MAJOR

Adds language to section VI.F.1:

1. Undergraduate students, **with the exception of entering freshmen**, by filing the required form, will be permitted one unrestricted transfer between majors (including undecided) until they have accumulated credit for sixty hours. After sixty hours or upon subsequent request for transfer, the transfer will be permitted at the discretion of the school that the student is seeking to enter. Students who transfer from another institution to pursue a degree at Georgia Tech will be permitted to change their major only at the discretion of the school that the student is seeking to enter. Transfer students are not eligible for the one unrestricted change of major. (Note: Certain majors, because of high enrollment, have been granted a waiver of the one unrestricted transfer regulation. Students should consult with the individual school concerning its current transfer policy.)

Schools with Change-of-Major restrictions:

[Industrial and Systems Engineering](#)

[Mechanical Engineering](#)

Action Items: April 7, 2016 Meeting

Change of Major regulation revision to:

VI. SCHOLASTIC REGULATIONS, F. CHANGE OF MAJOR

Adds new section VI.F.4:

4. Admitted freshmen will not be allowed to submit a request for a change of major until after the deadline for withdrawal from classes with a W grade in the first term of their enrollment. The change would be effective for the second term of enrollment. This includes a change of major within the student's current College. For freshmen admitted Summer, the restriction is lifted after the withdrawal deadline of their second semester of enrollment. All other restrictions also apply.

Action Items: April 15, 2016 Special Meeting

- Changes to the Student Code of Conduct
 - The Board of Regents of the University System of Georgia has issued a policy that all institutions in the System must adopt, effective July 1, 2016.
 - The policy addresses:
 - Standards for Institutional Student Conduct Investigation and Disciplinary Proceedings
 - Reports of Misconduct, including how related information should be handled
 - Process for Investigating and Resolving Disputed Reports
 - Jurisdiction
 - Access to Advisors

Action Items: April 15, 2016 Special Meeting

- Changes to the Student Code of Conduct
 - The Board of Regents of the University System of Georgia has issued a policy that all institutions in the System must adopt, effective July 1, 2016.
 - The policy addresses, continued
 - Training
 - Initial Evaluation of Student Conduct Reports
 - Interim Suspensions
 - Resolution/Hearing
 - Possible Sanctions
 - Appeals
 - Recusal/Challenge for Bias

Action Items: April 15, 2016 Special Meeting

- Changes to the Student Code of Conduct
 - Implementation at Tech involves the following types of documentation. The policy itself will be posted to the Policy Library on July 1, 2016.
 - Student Code of Conduct Flow Chart
 - Student Code of Conduct Non-Academic
 - Student Code of Conduct Academic
 - Student Code of Conduct Definitions
 - It is important to note that part of this change is that student sexual misconduct is handled as a separate policy and no longer will be processed by the Office of Student Integrity. It will instead be handled by the Title IX Compliance Office.

Action Items and Minutes

- Move to approve all action items.
- Move to approve Minutes from:
 - February 25, 2016
 - March 31, 2016
 - April 7, 2016
 - April 15, 2016