

**Student Regulations Committee**  
**Minutes**  
**Friday, April 14, 2017**

<b>Voting Members</b>	<b>Affiliation</b>	<b>Role</b>
Linda Harley	BMED	
Al Ferri	ME	Chair
Ty Herrington	LMC	
Gordon Kingsley	Public Policy	
Andrea Laliberte	ISyE	Vice Chair
Joe Montoya	Biology	
Lindsey Eidson	UG Student	
Ben Nickel	UG Student	
Pavan Thaker	GRAD Student	
<b>Non-Voting Members</b>	<b>Affiliation</b>	<b>Role</b>
Reta Pikowsky	Registrar	Secretary
John Stein	Vice President-SL and DOS	
Doug Nation	Faculty Exec. Board Liaison	
<b>Standing Guests</b>	<b>Affiliation</b>	<b>Role</b>
Steven Girardot	VProvost-UG EDU	
Jeremy Gray	Registrar's Office	

There are nine voting members. There are five needed to reach a quorum.

**Present:** Ferri (ME), Kingsley (PUBP), Pikowsky (REG), Montoya (BIOL), Eidson (UG Student), Nickel (UG Student), Stein (VP-SL), Nation (Exec. Board Liaison)

**Standing Guests:** Girardot (VP-UE), Gray (REG)

**Guests:** Rinehart (COD), Spencer (VP-UE, Advising), Snead (REG)

1. A motion was made to approve the Minutes from the March 17, 2017 meeting. The motion was seconded and approved.
2. A motion was made to revise the Academic Standing policy to address progress towards degree. The motion was seconded and approved. See Appendix A for the language to be changed.

**Note:** There are other aspects of the Academic Standing policy that are under discussion. Given the complexity of the policy and the need to make sure the language throughout is clear, the Committee will continue work on it until it is ready for review and a vote.

3. A motion was made to approve a guidance document to assist students, faculty, and administrative offices at Tech to address student absence from class based on medical or personal needs. The motion was seconded and approved.

**Note:** Since this is not a policy statement, but rather guidance for the campus community, it will not need approval by the Academic Faculty Senate. It will not be included in the Catalog. Instead, it will be posted to the Registrar's Office website in a prominent place under both student and faculty/staff tabs. The Committee suggested various edits to the document. It will be circulated by email to the Committee for final approval before it is posted to the website. An update will be provided at the next meeting and the revised language that is posted to the website will be included in the next set of Minutes.

4. A motion was made to approve recommendations from the Student Academic and Financial Affairs Committee on Institute Excused Absences, responsibilities of students and faculty. The motion was seconded and approved.

**Note:** The Registrar's Office will put together a flow-chart for the website that illustrates how the process will operate and within what timelines.

See Appendix B for changes to the Attendance policy in the Catalog.

5. A representative from the College of Design joined the meeting to discuss a proposed change of major policy for the BS in Music Technology. The Committee supported the change, which still needs review by the Undergraduate Curriculum Committee. The Registrar's Office will add it to the next Academic Matters meeting agenda and bring it back to this Committee for a vote once it has cleared the Undergraduate Curriculum Committee.

**Note:** There were some suggestions for cleaning up the wording in the Catalog language that will be addressed when it is brought back for a vote.

6. Future business:
  - a. Institute Excused Absences and job interviews.
  - b. Academic Standing.
    - i. Overall wording
    - ii. GPA minimums
  - c. Change of major – current UG Admissions practice re transfers.
7. The date for the next meeting has not yet been determined.

Adjourned,

Dr. Al Ferri, ME

Chair

**Appendix A**  
**Student Regulations Committee**  
**April 14, 2017 Minutes**

**Possible new language highlighted in yellow below.**

## **VI. Scholastic Regulations**

### **C. Academic Standing**

1. The assignment of academic standing is based on both the student's most recent academic term and her/his cumulative grade-point average.
2. The minimum satisfactory grade-point average (GPA) is 1.70 for freshmen and joint-enrolled high school students; 1.80 for sophomores; 1.95 for juniors; 2.00 for seniors and special undergraduates; 2.70 for master's and special graduate students; and, 3.00 for doctoral students.
3. Students not on academic probation are in good academic standing.
4. Academic warning
  - a. Academic warning is a subcategory of good academic standing, differing only in the maximum allowable schedule load.
  - b. A student who has a cumulative grade-point average below the minimum satisfactory scholarship requirement, or whose cumulative grade-point average for work taken during any term is below this requirement, shall be placed on academic warning.
  - c. A student on academic warning whose grade-point average for the academic term is above the minimum satisfactory scholarship requirement and cumulative grade-point average is below the minimum satisfactory scholarship requirement shall remain on academic warning.
5. Academic probation
  - a. A student on academic warning whose grade-point average is below the minimum satisfactory scholarship requirement for any academic term shall be placed on academic probation.
  - b. An undergraduate student in good academic standing whose grade-point average for any academic term is below 1.00, based on at least six graded hours, shall be placed on academic probation.
  - c. A student also may be placed on academic probation through other actions, as described in the following section.
6. Dismissal for unsatisfactory scholarship
  - a. The Institute may dismiss from the rolls at any time a student whose record in scholarship is unsatisfactory.
  - b. A graduate student whose grade-point average for any term is 2.00 or below may be placed on academic probation or dismissed, regardless of the student's previous record.
  - c. A student on academic probation whose grade-point average for the academic term of probation is below the minimum satisfactory scholarship requirement and whose cumulative grade-point average is below the minimum satisfactory scholarship requirement shall be dismissed from the rolls for unsatisfactory scholarship.

- d. An undergraduate student on academic warning whose grade-point average for any term is below 1.00, based on at least six graded hours, and cumulative grade-point average is below the minimum satisfactory scholarship requirement shall be dismissed from the rolls for unsatisfactory scholarship.
  - e. The record of a student on academic probation whose grade-point average for the academic term is unsatisfactory, but whose overall academic record is satisfactory, may be reviewed by the Institute Undergraduate Curriculum Committee or the Institute Graduate Curriculum Committee, as appropriate. The student may be dismissed or may be continued on academic probation.
7. Academic review
- a. A student who normally would be dismissed from the rolls for academic deficiencies, but appears from the record not to have completed the academic term, may be placed on academic review.
  - b. This is a temporary standing that makes the student ineligible for registration. If no acceptable explanation is given within a reasonable time, the standing is changed to dismissal.
8. The academic standing regulations given previously for graduate students do not preclude a school from having more rigorous requirements.

#### **D. Satisfactory Academic Progress toward Degree Completion**

1. Satisfactory academic progress toward degree completion means that for each term of enrollment, the student completes a course or courses with the minimum necessary grades that are either prerequisites for courses required in the major or that are degree applicable to stay on track towards graduation. It is noted that some majors may require a minimum grade that is higher than "D."
2. If a student withdraws from all courses in a term, there will be no change in status. However, if a student withdraws from all courses in a second term of enrollment, they will be placed on warning for lack of satisfactory academic progress towards degree completion. If withdrawal occurs in a third term of enrollment, the status will be revised to probation. If withdrawal occurs in a fourth term of enrollment, the student will be placed on academic dismissal for lack of satisfactory progress towards degree completion. The number of withdrawal terms is cumulative and irrespective of whether or not they occur consecutively.
3. Students applying for readmission may be denied based on prior terms of withdrawals.
4. Eligibility for financial aid, NCAA Division I sports, etc. may be predicated on different satisfactory progress requirements. Information on those requirements should be directed to the appropriate office on campus and should not be confused with this academic policy.

**Student Regulations Committee  
Appendix B  
April 14, 2017 Minutes**

**Add language highlighted in yellow.**

**Rule IV: Attendance**

(see <http://catalog.gatech.edu/rules/4/> for the current policy in its entirety)

**Part B. Class Attendance**

3. Students who are absent because of participation in approved Institute activities (such as field trips, **professional conferences**, and athletic events) will be permitted to make up the work missed during their absences. Approval of such activities will be granted by the Student Academic and Financial Affairs Committee (SAFAC) of the Academic Senate, and statements of the approved absence may be obtained from the Office of the Registrar.

**Student Responsibilities:**

- Individual students requesting approval from SAFAC are expected to do so at least two weeks before their requested absences;
- Students are expected to inform their instructors about their approved absence by the end of the class meeting immediately following receipt of their approval notice.

**Course Instructor Responsibilities:**

- Course instructors receiving timely notification of student absence (as outlined above) are expected to establish reasonable deadlines and/or make-up materials for missed work, and for clearly communicating this information to the relevant student(s).

**Faculty/Staff Sponsor Responsibilities:**

- Faculty/staff sponsors of student organizations are expected to submit requests for absence approval, to the Office of the Registrar, at least one week before the date of the expected absence(s);
- Faculty/staff sponsors are expected to provide the Office of the Registrar with roster changes in as timely a fashion as possible, to reduce negative impact on the ability of students and instructors to coordinate their plans;
- Faculty/staff sponsors are expected to notify students of approved absences, along with instructions for notifying their instructors, within two business days of receipt of approval from the Office of the Registrar.