

**Georgia Institute of Technology
Student Regulations Committee
MINUTES**

February 14, 2013

Approved by the Academic Senate, 04-23-13 with friendly amendments.

Confirmed by the Student Regulations Committee on 04-26-13

See notes below.

Present: Parsons (BUS), Schaeffer (STU-AFFS), Carpenter (LIB), Mosgrove (UStudent), Chang (APPH), Pikowsky (REG)

Visitors: Merkousko (REG)

Committee Membership:

Voting Members: Richard Barke (Public Policy, Recorder), Charles Parsons (Scheller College of Business, Chair), Jung Choi (Biology), Cathy Carpenter (Library), Amit Khanduri (SGA), Michael Mosgrove (SGA), Miroslav Begovic (ECE), Young-Hui Chang (Applied Physiology), Gareth Guvanase (GSGA)

Nonvoting Members: Bill Schafer (Student Affairs), Reta Pikowsky (Registrar), Carole Moore (Provost's Office), Andrew Lyon (Executive Board Liaison)

Note: All action items in these minutes require approval by the Academic Senate. The units that enforce these rules and regulations should take no action on any of the items approved by the Committee until the action items and Minutes have been approved by the Academic Senate or the Executive Board.

1. The committee convened at 8:35 am.
2. The Registrar's Office requested review and approval of changes to the readmission policy. The requested changes are as follows:

See highlighting below for suggested changes.

VIII. Withdrawal from School and Readmission

B. Readmission

Any student who is not enrolled for two or more consecutive terms must apply for readmission. This application, with all the pertinent supporting information (except possibly another college transcript: see 2 below), must be submitted to the registrar before the deadline for the term for which readmission is requested, as listed below:

Fall-July 1

Spring-December 1

Summer-April 1

Applications received after these deadlines will not be accepted.

Students who have attended other colleges should plan their readmission so as to allow ample time for official transcripts from those colleges to be sent to Georgia Tech. If official transcripts have not been received prior to the last day of registration, the student seeking readmission will not be allowed to complete registration.

Any student in good standing who is not enrolled for a single term will be allowed to re-enroll without applying for readmission to the Institute. There will be no distinction between the terms of the regular academic year and the summer term.

A student who is on academic warning or academic probation who is not enrolled for a single term will have an automatic hold placed on registration that must be cleared by the student's major school. For example, a student is placed on academic probation at the close of fall term and fails to enroll by the close of registration for the spring term. An automatic registration hold will be set, which must be cleared by the major school before the student can register for any future term.

A student who has been dropped once for unsatisfactory scholarship will ordinarily not be readmitted. A student who seeks an exception to this rule must have been out of the Institute for at least one term and have had a conference with the major school concerning the readmission. The readmission application deadline for a student who has been dropped is two months prior to the published readmission deadline for the term.

A student who is dropped a second time for unsatisfactory scholarship will not be readmitted to the Institute.

A student who is on expulsion, permanent separation from the Institute, is not eligible for readmission. **Friendly amendment changes it to: A student who is on expulsion, defined as permanent separation from the Institute, is not eligible for readmission.**

Students are readmitted under the current catalog that is in effect at the time of readmission. If a student wishes to follow the degree requirements from a catalog in effect prior to the term of readmission, he/she must make a request to the Major School. There is no guarantee that such a request will be granted and readmitted students should be prepared to follow the current degree requirements as outlined in the current catalog. **Programs that have been deactivated or terminated are not available for readmission. Students who were enrolled in a program that has since been deactivated are eligible for readmission to the Institute; however, they must select an active program at the time of readmission. Once a decision is made to no longer admit students to**

a major due to an impending deactivation or termination, readmission is also not allowed.

Any student, except a part-time graduate student, who withdraws during a term and wishes to return the following term must complete a Petition to the Faculty for consideration. This petition must be submitted to the registrar before the deadline for the term for which readmission is requested.

Students may be eligible for academic renewal. See below for more information.

University System of Georgia undergraduate students who have been readmitted or reinstated after a period of absence of five (5) calendar years or longer are eligible for academic renewal. Academic renewal for the student signals the initiation of a new grade point average to be used for determining academic standing. This provision allows University System of Georgia degree-seeking students who earlier experienced academic difficulty to make a fresh start and have one final opportunity to earn an associate or bachelor's degree (BR Minutes, June, 1995, p. 7). The complete policy is available online at: www.usg.edu/academic_affairs_handbook/section2/handbook/2.5_grading_system/

The application for academic renewal shall be considered as a petition to the undergraduate curriculum committee.

3. The Registrar's Office requested review and approval of changes to the minor policy. The requested changes are as follows:

New Language highlighted in red. Deleted language indicated by strike-out.

Rules and Regs governing minors from the catalog (<http://www.catalog.gatech.edu/rules/13g.php>):

GT Catalog: Rules and Regulations

XIII. Undergraduate Degrees

G. Minors

A student may complete a minor in another academic field while completing the requirements of his or her major degree program.

With the approval of the major school, the student should consult an advisor in the minor field, who can inform the student of the requirements for the minor.

A Change/Addition of an Undergraduate Academic Minor(s) form must be completed, signed by the Minor Advisor/Coordinator and the Major Advisor, and submitted to Registrar's Office. Students are encouraged to submit the completed form when they decide to pursue the minor but no later than the term preceding anticipated graduation. Friendly amendment changes it to read: Students are encouraged to submit the completed form when they decide to pursue the minor but no later than the deadline for submitting the on-line application for graduation in the term preceding anticipated graduation.

~~When a student petitions for a degree, he or she should complete the petition for a minor and have it approved by the minor advisor. The petition for a minor must accompany the petition for the major degree when reviewed for approval by the major school.~~

Students who change or add a minor must complete the requirements in the Catalog that was effective for the term in which the change or addition of a minor became official, or any subsequent Catalog.

Readmitted students who wish to pursue a minor must indicate their choice on the application for readmission. Requirements for the minor are those in effect at the time the student is readmitted as stated in the current Catalog. The readmitted student may only select minors offered at the time of readmission.

Some courses in a minor may have prerequisites that are not included in the minor description. Some minors may have additional requirements that students must meet before being admitted to that minor.

The minor will be conferred at the same time the degree is conferred.

Minors may not be conferred retroactively upon students who have graduated.

The minor will not be printed on the diploma, but both the degree and minor will be recorded on the student's transcript.

A student who has applied for a minor but does not complete it is not required to take any action to withdraw from the minor. If a minor is not completed, it is not recorded.

Change highlighted in red below.

Statement from the catalog about Minors

(<http://www.catalog.gatech.edu/academics/minors.php>):

Undergraduate Minors

An undergraduate minor is a defined program of study outside the student's major field. Minors are intended to broaden the student's education by encouraging and officially recognizing knowledge obtained by the student in fields other than their major.

Minors are typically offered by Schools which also offer a major. A program of study for the minor is outlined and it may include more than one option or "track". Tracks allow students to focus on an aspect of the academic field that is of particular interest to them. It is expected that there will be depth of the program of study and that specific educational objectives will be met upon completion of the minor.

Other minors are offered where there is no undergraduate degree granting program at Georgia Tech. These minors cover fields which are inherently multidisciplinary; i.e., ones that are covered in part by multiple degree granting academic programs. Multidisciplinary minors require particularly broad **Programs** of Study which include courses from multiple Schools and/or Colleges.

4. Committee members felt that both proposals made sense and would help to clear up some confusion in both areas.
5. Committee members also suggested that Dr. Potts' office be contacted about the possibility of doing a "minor and certificate fair" in the student center to help education students about options in these areas. As soon as the undergraduate minors are built in DegreeWorks, this idea will be put forward.

Adjourned,

Dr. Charles Parsons, Scheller College of Business
Student Regulations Committee Chair