

Student Regulations Committee
Minutes
Wednesday, November 30, 2016

Voting Members	Affiliation	Role
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	
Non-Voting Members	Affiliation	Role
Reta Pikowsky	Registrar	Secretary
John Stein	Vice President-SL and DOS	
Doug Nation	Faculty Exec. Board Liaison	
Standing Guests	Affiliation	Role
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), Laliberte (ISyE), Montoya (BIOL), Stelzel for Eidson (UG Student), Nickel (UG Student), Pikowsky (REG), Girardot (UG-EDU), Gray (REG)

All votes are unanimous unless otherwise indicated.

1. A motion was made to approve the November 16, 2016 Minutes. The motion was seconded and approved.
2. A motion was made to approve the Leave of Absence policy proposal. The motion was seconded and approved.

There was one vote to abstain.

See appendix A for the proposed language. The Registrar was asked to follow up with other offices on campus such as Financial Aid, Bursar, and International Education to determine if they had any concerns or relevant input to guide the final version of the policy. Those results will be reported at the next meeting.

3. A motion was made to approve a change to the readmission policy that would clarify the change of major policy as it relates to readmission. The motion was seconded and approved.

See Appendix B for the policy language.

4. There was a long discussion about the Academic Standing policy and two related questions.

The first question has to do with whether we need to review and reconsider the current GPA minimums that are determined based on classification. There is some concern that the current minimum required for a freshman to remain in good standing, 1.7, is sending the wrong message. Since students cannot graduate without a 2.0 cumulative GPA then is it misleading in any way to suggest that less than that is acceptable. If we look at the minimum requirements for other schools, including our peers and aspirational peers, the requirement of a 2.0 to be in good standing from initial enrollment is not uncommon.

Committee members wondered what the implication of a change might be for Tech. One implication might be that the workload of academic advisors might be increased. If more students were to go on warning, probation, or get to a dismissal state sooner, there might be a workload impact. A question was raised about how a change would interact with the NCAA Division I GPA requirements. It was also suggested that further review should also include the Financial Aid office and others on campus so that the full range of possible implications could be considered.

For retention and graduation efforts, Committee members considered what kind of data might be needed from Institutional Research to shed light on how students are performing in the GPA ranges that might indicate where the danger zones are in relation to graduation and the amount of time needed to graduate. Data might help us determine if the current GPA ranges are helpful or not in retaining and graduating students, or whether a change might help us improve. The Chair and Registrar will meet with the IR Asst. Vice President to discuss what kinds of reports might help us sort this out.

The second question relates to whether a section needs to be added to the existing policy to address progress toward graduation. Some sample policies from other institutions were provided and a close look was taken at the policy from Stanford. It would appear that a degree progress segment of the academic standing policy is not uncommon. The one at Stanford is strict, and very clear. After considering a number of options, the Committee determined that there might be a way to add language that would address the concerns as expressed by the Undergraduate Curriculum Committee but not penalize students who might have very legitimate reasons for totally withdrawing from a term or withdrawing from courses within a given term.

See Appendix C for wording that will be considered and voted on at the next meeting.

5. Future business:
 - i. Academic Standing GPA minimums.
 - ii. Course scheduling grid changes.
 - iii. Committee to oversee class scheduling.
 - iv. Change of major – current UG Admissions practice re transfers.

6. The next meeting will be scheduled in January, after classes begin.

Adjourned,

Dr. Al Ferri, ME, Chair

Appendix A, November 30, 2016 Student Regulations Committee Minutes

See highlights for possible new language.

VIII. Withdrawal from School and Readmission

B. Readmission

1. Any student who is not enrolled for two or more consecutive terms (Summer term counts) 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 readmission application deadline for the term for which readmission is requested, as listed below:
 - a. Fall-July 1
Spring-December 1
Summer-April 1
 - b. Applications received after these deadlines will not be accepted for the next term.
2. 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.
3. 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.
4. 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.
5. A student who has been dropped once for unsatisfactory scholarship performance 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.
6. A student who is dropped a second time for unsatisfactory scholarship performance will not be readmitted to the Institute.
7. A student who is on expulsion, defined as permanent separation from the Institute, is not eligible for readmission.
8. 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, they 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.

9. 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.
10. Students may be eligible for academic renewal. See below for more information.
 - a. University System of Georgia undergraduate students who have been readmitted or reinstated after a period of absence of three (3) 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_graduating_system/
 - b. The application for academic renewal shall be considered as a petition to the undergraduate curriculum committee.

11. Students in good academic standing may be eligible for an approved Leave of Absence.

- a. Interruption in enrollment due to circumstances outside the student's control may qualify for an approved Leave of Absence. This may include, for example, required military service.
- b. It should be noted that an approved Leave of Absence would be effective in a future term (see item 1 for more details). Students on an approved Leave of Absence would not have to apply for re-admission and would be able to retain their email accounts during the approved absence. Prior to returning, the student would have to notify the Registrar's Office so that the record could be reactivated for re-entry.
- c. The Leave of Absence would cover eligible students for at least two and no more than seven semesters (including Summer). If the seventh semester is a Spring term, students may opt to return in either the Summer or Fall term.
- d. Students who are on an Approved Leave of Absence may not attend class, live in campus housing, or access other campus services.
- e. The form to request an Approved Leave of Absence is on the Registrar's Office website. (insert link below)
- f. The Leave of absence may be used more than once, but for no more than seven total semesters during the student's enrollment at Tech.
- g. Students who have been placed on academic drop or suspended or expelled for disciplinary reasons may not participate.

- h. Students must clear up any other issues such as registration holds or providing any requested documentation prior to re-entry. The Approved Leave of Absence does not override other considerations or restrictions on enrollment.
- i. Students should apply for the Leave of Absence as soon as possible.
- Applications for Leave of Absence will require review and signatures by the Office of the Dean of Students and the student's major academic advisor. Other signature approvals, such as the Office of International Education and Financial Aid may also need to be obtained.
 - Students should bear in mind the time limits as outlined in section k below in determining the anticipated date of return.
 - Readmission is required when two or more consecutive terms have been missed (which includes Summer). Once the student has made the decision that they will have to or need to be out for two or more consecutive terms and the student wishes to return to Tech without being readmitted, the application for a Leave of Absence should be filed with the Registrar's Office.
 - The clock begins when the student does not enroll for a second consecutive term. The Leave of Absence Request would have to be effect for the second consecutive missed term to avoid readmission.
- j. The Leave of Absence cannot be approved retroactively.
- k. Students must file a Return from Leave of Absence form to return. If the leave exceeds the 7 semester timeframe, the student must apply for readmission. [\(insert link below\)](#)
- l. The Leave of Absence, if approved, would be effective in a future term. It will not be approved to be effective in the term in which application is made. It in no way supplants or replaces any other policy. If a student needs to withdraw from classes within a given term, they should follow the withdrawal process and if a Leave of Absence is needed or desired, it would be effective for a future term or terms only as approved.

Appendix B, November 30, 2016 Minutes

Student Regulations Committee

Possible new language in red below.

VIII. Withdrawal/Readmission

A. Withdrawal

1. Withdrawal from the Institute will not be permitted after 60 percent of the academic term has passed, except in cases of hardship as determined by the Institute Undergraduate Curriculum Committee or Graduate Curriculum Committee, as appropriate. With the exception of part-time graduate students, students who withdraw from the Institute and receive all grades of "W" will not ordinarily be permitted to re-enroll the following term. A student may withdraw from the Institute via the Student Information System by the posted deadline in the official Academic Calendar. All holds on the student's record must be cleared prior to withdrawal.
2. Students who cease attendance without withdrawing via the Student Information System receive grades of "F," "U," or "I" for their ongoing courses.
3. Permission and/or formal resignation are not required when a student has completed an academic term and does not register for the following term.
4. See Regulation [V.A.3](#) for further information on grading as it relates to withdrawal.

B. Readmission

1. Any student who is not enrolled for two or more consecutive terms (counting Summer Session) must apply for readmission. This application, with all the pertinent supporting information, must be submitted to the Office of the Registrar before the deadline for the academic term for which readmission is requested. Deadlines are listed below.

Readmission

Term	Date
Fall	July 1
Spring	December 1
Summer	April 1

2. Applications received after these deadlines will not be accepted.
3. Readmission is not guaranteed. Schools/Colleges must recommend readmission for any student wishing to return in majors under their jurisdiction.
4. The readmission policy supersedes the change of major policy. No School/College is obligated to readmit a student even if that student is within their limit for requesting a non-restricted change of major. Once readmission applies, the change of major process is not applicable including the non-restricted change of major.

5. Any student who has attended any other college or university should plan her/his readmission process in a way that allows ample time for her/his official transcript(s) from any other institution to arrive at Georgia Tech. If official transcripts have not been received prior to the last day of the Registration Period, the student seeking readmission will not be allowed to register.
6. Any student in good standing who is not enrolled for one single term will be allowed to re-enroll without applying for readmission to the Institute. This regulation makes no distinction among Fall Semester, Spring Semester, and Summer Session.
7. A student who is on academic warning or academic probation and who does not enroll for one single term may have a registration hold placed on their account. If a hold is placed, the student will be notified and the hold must be cleared by their major school. For example, if a student is placed on academic probation at the end of the Fall Semester and fails to enroll by the close of the Registration Period for the Spring Semester, a registration hold may be set, and it must be cleared by the student's major school before they can register for any future academic term.
8. A student who has been dropped once for unsatisfactory scholarship usually will 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 Application Deadline for the academic term.
9. A student who is dropped a second time for unsatisfactory scholarship will not be readmitted to the Institute.
10. A student who is on expulsion, defined as permanent separation from the Institute, is not eligible for readmission.
11. 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, they 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 degree requirements as outlined in the current catalog. Programs of study that have been deactivated or terminated are not available for readmission. Students who were enrolled in a program of study 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 program of study due to an impending deactivation or termination, readmission is also not allowed.
12. Any student, except a part-time graduate student, who withdraws during an academic term and wishes to return the following academic term must complete a Petition to the Faculty for consideration. This petition must be submitted to the Office of the Registrar before the deadline for the academic term for which readmission is requested.
13. Students may be eligible for academic renewal. See below for more information.
 1. University System of Georgia undergraduate students who have been readmitted or reinstated after a period of absence of three (3) 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/

2. The application for academic renewal shall be considered as a petition to the Undergraduate Curriculum Committee.

Student Regulations Committee

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 drop 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 dropped, 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 dropped 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 dropped 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 dropped or may be continued on academic probation.

7. Academic review

A student who normally would be dropped from the rolls for academic deficiencies, but appears from the record not to have completed the academic term, may be placed on academic review. 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 drop.

- 8. The academic standing regulations given previously for graduate students do not preclude a school from having more rigorous requirements.

9. *Academic Progress toward Degree Completion*

- a. Students are expected to pass at least one course per term of enrollment with a grade of 'D' or better in the case of letter grade courses, or 'P' in the case of pass/fail courses to remain in good standing under this rule. If a student fails all courses in a term, there will be no change in status. However, if a student fails all courses in a second term of enrollment, they will be placed on warning for lack of degree progress. If failure of all courses occurs in a third term of enrollment, the status will be revised to probation. If failure of all occurs in a fourth term of enrollment, the student will be placed on academic dismissal for lack of degree progress.
- b. 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 degree progress. 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 degree progress.

c. Students applying for readmission may be denied if there have been four prior withdrawal terms.

a. Students must remain aware that there are satisfactory progress requirements for financial aid and for NCAA Division I sports, for example. Information on those requirements should be directed to the appropriate office on campus.