

COMMITTEE: Admission and Retention Policies Committee

MEETING DATE: Monday, April 7, 2014

PERSON PRESIDING: Allison Danell

REGULAR MEMBERS IN ATTENDANCE: Scott Curtis, Michael Duffy, David Durant, Jonathan Morris, Katie Flanagan

EX-OFFICIO MEMBERS IN ATTENDANCE: John Fletcher, Jayne Geissler, John Given, Amy Frank

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## **ACTIONS OF THE MEETING**

Agenda Item: Review new language for dropping courses and semester withdrawals

Discussion: Danell introduced the changes in UNC-GA policies requiring recording of course withdrawals on student transcripts. Students may only drop courses without penalty or transcript notation during the first five days of the term when students normally add and drop classes. This is the “Course Adjustment Period.” Terminology changes are required for students who wish to ‘drop’ a course without penalty between the sixth day and the 50% mark in the term, which will be recorded on student transcripts with the grade W. The words “Course Withdrawal” now refer to courses dropped between the sixth day and the 50% mark in the term. “Term Withdrawal” will now refer to those situations where students withdraw within the 50% allowed time period. During the following school year, the Registrar’s Office will be updating its records and the university community will need to be educated about these changes.

Geissler distributed the handout, *Undergraduate Students: Course Withdrawal (CW) and Term Withdrawal (TW) With Extenuating Circumstances* and discussed the student approval process for course and term withdrawals as well as the impact of withdrawals on student transcripts, GPAs, attempted hours, financial aid status, and academic standing. UNC General Administration allows us to have categories for withdrawals under extenuating circumstances. Withdrawal with Extenuating Circumstances would have no effect on a student’s GPA and tuition surcharge.

In addition, Geissler noted that GA is mandating the implementation of an “academic progress policy” that defines the ratio of attempted to earned semester credit hours required for continued enrollment. The consequences of not meeting “academic progress” have not yet been determined. The committee discussed the impact and benefits of following this new regulation.

Action Taken: Motion to have Danell propose a WE (Withdrawal with Extenuating Circumstances) grade to the Faculty Senate; the motion passed.

Agenda Item: Discuss the pros and cons of changing the course withdrawal policy from a 4-course allotment to a 16-credit hour allotment, and eliminating pro-rating drops (so that transfer students all have a 16-credit hour allotment).

Discussion: Course withdrawal allowances are pro-rated as students age. UNC allows us to benefit from this change in course withdrawals policy of using course credit hours over number of courses. The committee discussed the fairness and the consequences of going from a 4-course allowance to one for 16-credit hours for withdrawal and not pro-rating drops, so that all transfer students have a 16-credit hour allotment. It would be beneficial to see how other schools are interpreting this policy on withdrawals.

Action Taken: Motion to approve a change from a 4-course allotment withdrawal policy to one of 16-credit hours, and eliminating pro-rating drops. The motion passed.

Agenda Item: Discuss the pros and cons of extending the course withdrawal period from 50% of the term to the maximum allowed by UNC-GA (60%).

Discussion: There was a discussion of the positive and negative effects this extension might have on students, although it was agreed that all students would benefit to some degree.

Action Taken: Motion to approve an extension of the course withdrawal period from 50% to 60% of the term. The motion passed.

Agenda Item: Discuss unifying thresholds students must meet for ratios of attempted to earned hours (UNC-GA minimum=67%, ECU Financial Aid=80%, Federal Financial Aid=75%).

Discussion: Geissler described the process by which students must meet Satisfactory Academic Progress (SAP) to be approved for financial aid. ECU allows students to be put on “financial aid probation” if they do not meet the minimum of 2.0 GPA and/or 80% completion (vs. attempted) of coursework. Further discussion is needed to determine the “academic progress policy” with consideration given to reflecting the financial aid requirements so that the policies align. This would minimize confusion among students, faculty, and staff.

Action Taken: We will continue to discuss this issue at a future meeting.

The meeting adjourned at 5:00 p.m.