

Enrollment Management Subcommittee  
Called Meeting  
Tuesday, February 28, 2017 at 2:00 pm  
UC Room 233

**Minutes (Approved 4/12/17)**

**Members in attendance**

Emilia Bak, ARTS (to 2018)  
Robin Snead, LETT (to 2017), Chair  
Rachel Smith, NS&M (to 2017), Secretary  
Shilpa Regan, S&BS (to 2018)  
Derek Oxendine, Director, Center for Student Success (ex officio)

**Members not in attendance**

Melody Chuang, EDUC (to 2018)  
Stewart Thomas, Interim Associate Vice Chancellor for Enrollment (ex officio)  
TBD, Student Government Association Representative

**Guests:**

Jenelle Handcox, Director of the Office of Financial Aid

- I. The meeting was called to order at 2:03pm
- II. The minutes of the February 8, 2017 meeting were approved after correcting the spelling of Dr. Regan's name.
- III. The agenda was adopted as circulated.
- IV. Report from the Chair  
Chair Snead shared with the subcommittee members that the proposal to remove the grade penalty for an "I" had passed the Academic Affairs committee with only a few questions. This change will be voted on at the Faculty Senate meeting on 3/1.
- V. Report from Associate Vice Chancellor for Enrollment  
No report.
- VI. Unfinished Business  
Academic Standing Policy—proposal for revision from The Office of the Registrar, The Office of Financial Aid, and the Center for Student Success  
The Subcommittee discussed various requirements which could be imposed in the first probationary semester to ensure that students are making improvement during each of the semesters they are on probation but ultimately decided that setting any single minimum GPA would cause some students who are working to improve their academic standing to be suspended. After making revisions to the document to simplify and clarify the language and make the policy consistent

throughout (Appendix A), the subcommittee passed the motion to make the changes to the Academic Standing Policy.

VII. New Business

No new business

VIII. Announcements

The next meeting of the subcommittee will be April 12. This will be the final meeting of EMS for the 2016-2017 term. Agenda items needed by April 10 (April 5 if action is needed.)

IX. The meeting was adjourned at 2:37pm.

## Appendix A

### **Proposal for revision of the Academic Standing Policy brought to EMS by the Office of the Registrar, the Office of Financial Aid, and the Center for Student Success.**

---

**Derek Oxendine, Director of the Center for Student Success, offers the following rationale for the proposed changes:**

1. The proposed policy is stricter than the current policy.
2. The proposed policy allows for two probation semesters instead of one.
  - a. Allows more time for students to improve their academic performance.
  - b. If a student doesn't improve after the first probation semester, he/she will most likely not meet eligibility requirements for financial aid and will need to submit a financial aid suspension appeal.
3. The proposed policy requires students (probation and returning from a suspension) to participate in the services provided by the Center for Student Success. Non-participation will result in Academic Dismissal. Currently, there are no consequences if students do not participate.
4. The proposed policy requires a student who is suspended based on academic performance to serve their one semester suspension before being eligible to appeal. (In the revised policy, there is no appeal processes prior to serving suspension.) Currently, students can appeal at any time.
5. After serving a suspension, the proposed policy would require students to appeal before applying for readmission. The student would have to receive approval from the Suspension Appeals committee to readmit. This would prevent students from returning who mathematically will never be able to graduate from UNCP.
6. The proposed policy replaces the one-year and three-year suspension with a two-year academic dismissal.
7. The proposed policy allows for flexible deadlines each semester for appeals instead of being mandated.

---

### **REVISIONS TO THE UNDERGRADUATE GRADING AN ACADEMIC ELIGIBILITY SECTION OF THE ACADEMIC CATALOG**

#### **Academic Standing**

A student's academic standing during any term is determined by the cumulative grade point average (GPA) earned on the total quality hours. To be in good standing, a cumulative GPA of 2.0 and a 67% or greater earned-to-attempted pass rate must be maintained. Individuals with less than a cumulative 2.0 GPA are placed on either probation or suspension. Individuals with less than a 67% earned-to-attempted pass rate are placed on progress warning.

Students are advised of their academic status at the end of every regular semester via email, Braveweb, and mail sent to their address on record. It is the student's responsibility to know his or her academic standing status and to ensure that an accurate mailing address is on file with the Registrar.

## Progress Warning

A student is placed on Progress Warning when his or her pass rate falls below 67% but the cumulative GPA is 2.0 or higher. The pass rate is calculated by dividing the number of earned hours by the number of hours attempted at UNCP. Students on Progress Warning are not in good standing and will be advised of their status each semester until their pass rate reaches 67%.

## Academic Probation

**Continuing Students:** A **continuing** student is placed on Academic Probation when his/her cumulative GPA falls below 2.0. Students on academic probation are eligible to attend the University **while carrying a cumulative grade point average below 2.0** under specified provisions but are not in good standing.

Students on probation have two semesters to improve their academic performance. . If a student takes a leave of absence after one semester of probation, he or she would still be under probation for one semester when returning. Enrollment for the probationary semesters will be limited to a maximum of 13 semester hours, and students must participate in the services for probationary students offered through the Center for Student Success (CSS). This is a mandatory requirement. Failure to participate in CSS services will result in immediate Academic Dismissal at the end of the semester. Students should refer to the CSS website for more information on these services.

By the end of the **second** probationary semester, students must achieve one of the following:

1. Raise the cumulative GPA to a minimum of 2.0, or
2. Earn a minimum GPA of 2.3 ~~on at least 12 semester hours, excluding FRS 1000 and PE activity courses,~~ for the **second** probationary ~~term~~ semester.

Failure to meet one of the conditions above will result in a **mandatory** suspension from UNCP for one semester. **Refer to the section on Academic Suspension for more information.**

To return to good standing, a student must have a cumulative GPA of 2.0 or better. A probationary student who has earned a semester GPA of 2.3 but who has not achieved a cumulative GPA of 2.0 is continued on probation.

~~**First-Semester Freshmen and First-Semester Transfer Students:** In addition to the requirements above, first-semester freshmen and first-semester transfer students who earn between 1.5 and 1.99 at the end of their first semester are placed on probation for one term and must participate in the Academic Support Center's program for probation students. First-semester freshmen and first-semester transfer students who earn below a 1.5 at the end of their first semester are placed on probation for one term and must participate in the Academic Support Center's program for suspended students. Such programs may include a required course. Failure to participate in the appropriate support program will result in a hold being placed on the student's record. Additionally, these students must earn a minimum GPA of 2.3 or achieve good academic standing status at the end of the second term. Failure to meet one of these grade criteria will result in a one-semester suspension.~~

## Academic Suspension

If a ~~continuing~~ student does not meet the above GPA requirement(s) during the ~~second~~ probationary semester, he/she will be suspended for one semester ~~and can apply for readmission after the suspension semester (see Registrar's Website)~~. After the suspension semester, the student must successfully appeal (see Suspension Appeals) before applying for readmission. If approved for readmission by the Suspension Appeals Committee, the student will be readmitted to the University for two additional semesters (Fall or Spring) on academic probation. Failure to meet the GPA requirements at the end of the fourth semester on probation will result in Academic Dismissal from the University.

### **Academic Dismissal**

Academic Dismissal will occur when a student ~~on Academic Probation after returning from Academic Suspension~~ fails to satisfy all of the probation requirements after returning from suspension. Students who are placed on Academic Dismissal are ineligible to enroll at UNCP for two years. After the two-year dismissal, the student must successfully appeal (see Suspension Appeals) before applying for readmission. Upon return from Academic Dismissal, the student will be on Academic Probation. Failure to meet the probation requirements will result in Academic Dismissal.

~~Following an initial suspension of one semester and being readmitted to the University on probation, failure to meet the GPA requirements at the end of the semester will result in a suspension for two semesters. After two semesters, the student may apply for readmission to UNCP (see Registrar's Website).~~

~~Students failing to meet the GPA requirements for continuation after the second suspension and readmission to UNCP will be suspended from the University for a minimum of three academic years.~~

### **Suspension Appeals after Completing Mandatory Suspension or Academic Dismissal**

A student who wishes to be readmitted after an academic suspension or dismissal must appeal ~~his/her suspension must appeal~~ to the Suspension Appeals Committee. ~~at least five (5) work days prior to the first day of classes of the semester for which enrollment is sought~~. Specific deadlines for each term can be found on the ~~appeals form on the~~ Web sites of the ~~Academic Support Center~~ Center for Student Success (CSS) and the Office of Financial Aid.

Appeals are coordinated by the staff of the ~~Academic Support Center~~ Center for Student Success. Individuals wishing to appeal a suspension should contact CSS to schedule a meeting with a counselor to develop an appeals packet. Complete appeals packets include, at a minimum, a letter of appeal, a Success Contract, supporting documents of personal/medical reasons for performance, and a statement of strategies/support programs that will be utilized during the semester to attain good academic standing status. No appeals will be heard if received after the deadline, and the decision of the Suspension Appeals Committee is final.

Students whose appeal has been denied may not appeal again ~~before the end of their suspension or dismissal period~~ unless there has been a material change to their academic record. ~~Students whose appeal has been approved must participate in the Center for Student Success services for~~

students on probation. Failure to participate will result in immediate Academic Dismissal at the end of the semester.

---

## REVISIONS TO THE SPECIAL READMISSION POLICY (IN THE UNDERGRADUATE ADMISSIONS SECTION OF THE ACADEMIC CATALOG)

Any former UNCP student who was academically **dismissed**, suspended, or placed on academic probation at the end of his/her final semester and has not attended UNCP for a period of ~~four (4)~~ **two (2)** academic years may apply for readmission under the Special Readmission Policy. All students admitted under this policy return on probationary status and must follow the policies and procedures outlined under "~~Academic Suspension~~ **Academic Probation**" in the Academic Policies section of the UNCP catalog and on the website of the Registrar. In order to qualify for the Special Readmission Policy, students must earn a 2.0 or higher in their first 12 hours after being readmitted. Students may apply for readmission under this policy one time. Once approved, the decision will not be reversed.

Upon meeting the requirements for this policy, the student's ~~QPA~~ **GPA** will be computed excluding all previous grades below C (2.0). All grades will remain on the student's transcript, but only those previous courses in which a grade of C or better was earned will count toward graduation. All course work, however, will count toward attempted hours, and all grades, including those from the student's previous ~~QPA~~ **GPA**, will be calculated for honors purposes.

Students admitted under the Special Readmission Policy may not make use of the grade replacement policy and must continue to maintain a minimum ~~QPA~~ **GPA** of 2.00. Failure to maintain this minimum ~~QPA~~ **GPA** will result in a two-semester suspension.

Departments with more rigorous ~~QPA~~ **GPA** standards than the general University requirement of 2.0 have the right to deny admission to a program. Any student readmitted under this policy must complete a minimum of 30 semester hours at UNCP after readmission in order to qualify for graduation.

Students must apply for the Special Readmission Policy through the Registrar's Office.