

Minutes

Undergraduate Academic Affairs

Wednesday, November 7, 2012

**In Attendance:** Debbie Barbeau, Fr. Michael Barber, Elizabeth Cieszkowski, Cory Boyd, Richard Gellman, Lisa Dorsey, Susan Fanale, Patricia Gregory, Jay Haugen, Riyadh Hindi, Lisa Israel, Richard Joubert, Debra Lohr, Kevin P. Hetherington, An P. Bhojra, David K. Keeney, Greg Muggie, Julie John Welch, and Kate J. Whitt.

**Guests:** Shawn McCaw and Cari Wickliffe

Dr. Whitt called the meeting to order. The minutes from the October 2 meeting were approved with a correction noted.

**New Federal Regulations for Satisfactory Academic Progress**

Cari Wickliffe and Shawn McCaw outlined the new federal regulations for satisfactory academic progress that go into effect on July 1, 2013 and how these changes will affect SGA faculty and staff. New federal regulations want documentation on student progress. Undergraduate students must complete 67% of 150% progress per semester. Graduate students must meet requirements to be eligible to receive federal aid. Graduate students must meet SGA requirements to be eligible to receive his/her merit and or need based institutional aid. Student who fail to meet the 2.0 GPA requirement will be placed on warning status for one semester. Federal aid is available to a student during the warning semester. Students who do not meet SGA requirements after one warning semester are moved to a fail status and are no longer eligible for federal aid. The following steps should be followed in this process. The student is responsible for notifying the academic advisor. The student must complete form #15 and have it signed by his/her academic advisor. If the student's appeal is denied, the federal aid will not be granted that semester. However, if the appeal is granted, the student will be eligible to receive federal aid.

Transfer students are also affected by the new regulations. If a student fails a class, he may use federal funds to pay for retaking the class. However, if the student fails a class and decides to retake the course, federal funds cannot be used. If a student is in a program that is classified as a degree program, then federal funds can be used to retake the course.

Backdated withdrawals are the driver for tuition refunds. Refund amounts will be based on the last day the student attended class.

Students do receive notification of their status via emails and letters. Institutional scholarship does not affect tuition refunds.

**Update on Undergraduate Academic Policy Review**

Jay Haugen presented an update on Academic Policy Review. If a student graduates and wants to return for a second major, the committee found that larger institutions do not allow their students to do this. However, smaller institutions have no issue with their students rejoining. The committee will allow students to be readmitted to the university and to take courses.

Jay asked for feedback on how to handle students who are dismissed from a particular program but not from the university. He is not comfortable with allowing intra-university transfers.

Updates:

- a. Writing in PE - Dr. Witt stated that the AAC will be a subcommittee chair. For more information on the program proposal, Dr. Quilling will be addressing this concern at the November 14<sup>th</sup> UAAC meeting.
- b. GIS Certificate - Drs. Walamu and Dannevik will attend the November 17<sup>th</sup> faculty subcommittee meeting to answer any questions concerning the proposal for a Certificate in Geographic Information Systems.
- c. University Level Student Learning Outcomes - Dr. Witt and the SLO committee held five open forums in October across all campuses. The committee is revising the draft and incorporating feedback received. The final draft will be presented to GAD for approval and to the RCE. More information will be available in the coming weeks.
- d. SGA - Kirby announced that SGA has voted to confer with the President and the administration.

The meeting adjourned at 10am