4-22-2013

Change to graduate “Academic Standing/Academic Probation” policy

The College at Brockport, College Senate

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TO: Dr. John R. Halstead, College President
FROM: The College Senate: 4/22/2013
RE: I. Formal Resolution (Act of Determination)
    II. Recommendation (Urging the Fitness of)
    III. Other, For Your Information (Notice, Request, Report, etc.)

SUBJ: Change to Graduate “Academic Standing/Academic Probation Policy” (#32_12-13GC)

Signed: ______________________ Date: 4/24/13
(Mark Chadsey, 2012-13 College Senate President)

Please fill out the bottom portion and follow the distribution instructions at the end of this page.

TO: Mark Chadsey, College Senate President
FROM: John R. Halstead, College President
RE: I. Decision and Action Taken on Formal Resolution (circle choice)
    a. Accepted - Implementation Effective Date**: Summer 2013 Semester
       **Implementation of resolution requires final approval from SUNY- State Education Department. YES
    b. Deferred for discussion with the Faculty Senate on ___/___/___
    c. Unacceptable for the reasons contained in the attached explanation

II, III. Response to Recommendation or Other/FYI
    a. Received and acknowledged ___/___/___
    b. Comment:

Signed: ______________________ Date: 5/1/13
(Dr. John R. Halstead, President, The College at Brockport)

DISTRIBUTION:
Upon approval, the College President will forward copies of resolutions to his staff who will, in turn, forward copies to their staff. The College Senate Office will post resolutions to the College Senate Web at http://www.brockport.edu/collegesenate/resolution.
COLLEGE SENATE OFFICE
RESOLUTION PROPOSAL COVER PAGE
DEADLINE FOR SUBMISSIONS: FEBRUARY 28
Incomplete proposals will be returned and proposals received after the
deadline may not be reviewed until next semester.

INSTRUCTIONS
- Use committee guidelines available at brockport.edu/collegesenate/proposal.html.
- Prepare ONE complete document in Word format: include this proposal cover page, proposal, attachments and support letters from your
department chair and dean if applicable.
- Locate the Resolution # and date this proposal will replace at our “Approved Resolutions” page on our Web site.
- Email completed proposal to senate@brockport.edu. (General Education Proposals and questions go to dlamphron@brockport.edu in the Vice
Provost's Office first.)
- Make revisions on the paperwork emailed to you from the Senate office that shows the assigned routing number on top. Submit updated
document to senate@brockport.edu.
- Questions? Call the Senate office at 395-2586 or the appropriate committee chairperson.

1. PROPOSAL TITLE: Please be somewhat descriptive, ie. Use a course number and/or title, indicate if for GED code, etc.
   Change to graduate “Academic Standing/Academic Probation” policy

2. BRIEF DESCRIPTION OF PROPOSAL:
   Change in policy to allow graduate students to take up to 12 graduate credits on Probation I (from current 9 credits) and to
   require Probation I and Probation II students to file a “Return to Good Academic Standing Course Plan” with the Graduate School

3. WILL ADDITIONAL RESOURCES AFFECTING BUDGET BE NEEDED? _X_ NO ___ YES EXPLAIN YES

4. DESCRIBE ANY DATA RELATED TO STUDENT LEARNING OUTCOMES ASSESSMENT USED AS PART OF
   THE RATIONALE FOR THE REQUESTED SENATE ACTION.

5. HOW WILL THIS AFFECT TRANSFER STUDENTS: N/A

6. ANTICIPATED EFFECTIVE DATE: Summer 2013 semester

7. SUBMISSION & REVISION DATES: PLEASE DATE ALL REVISED DOCUMENTS TO AVOID CONFUSION.

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<tr>
<th>First Submission</th>
<th>Updated on</th>
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<td>February 27, 2013</td>
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8. SUBMITTED BY: (contact person)
   Name: James Spiller, Dean
   Department: Graduate School
   Phone: 5817
   Email: jspiller@brockport.edu

9. COMMITTEES: (Senate office use only)
   Standing Committee
   _ Executive Committee
   _ Enrollment Planning & Policies
   _ Faculty & Professional Staff Policies
   _ General Education & Curriculum Policies
   _ Graduate Curriculum & Policies
   _ Student Policies
   _ Undergraduate Curriculum & Policies
   Forwarded To
   Standing Committee
   Executive Committee
   Senate
   Passed GED's go to Vice Provost
   College President
   OTHER
   REJECTED - WITHDRAWN

NOTES:
CURRENT POLICY

POLICY TITLE: Academic Standing/Academic Probation

OVERVIEW: An explanation of the criteria and process for academic probation and dismissal.

OFFICE/DEPARTMENT RESPONSIBLE: The Graduate School

DATE UPDATED: Based on Senate resolution #32, 2001-2002, updated June 2009

Academic Standing/Academic Probation

After completing nine or more graduate credits, matriculated graduate students admitted fall 2003 or later whose cumulative GPA falls below 3.0 are placed on Academic Probation I. Students receive written notification of their probationary status from the Graduate School. A student placed on academic probation is expected to consult with his/her graduate advisor no later than the first week of the semester to discuss his/her plans to address academic deficiencies.

After attempting nine credits in Probation I status, the student’s file is reviewed by the program’s Graduate Committee. If the student’s cumulative GPA is a minimum of 3.0, the student is automatically removed from probation. If the student does not achieve the minimum 3.0 GPA, the Graduate Committee will either:

- □ Academically dismiss the student from the program immediately; or
- □ Place the student in Probation II status, during which time the student may take an additional six credits, with the proviso that academic dismissal is automatic if a minimum cumulative GPA of 3.0 is not then achieved.

PROPOSED POLICY

Academic Standing/Academic Probation

Matriculated graduate students who have completed at least nine graduate credits at Brockport and whose cumulative Brockport graduate GPA falls below 3.0 are placed on Academic Probation I. Students receive written notification of their probationary status from the Graduate School.

Students are allowed to take up to twelve graduate credits on Academic Probation I. Students on Academic Probation I will be eligible to register for classes once a “Return to Good Academic Standing Course Plan” is approved and signed by their graduate advisor or program director as well as by the Graduate Dean (or the Dean’s designee).

Students on Academic Probation I who achieve a minimum cumulative Brockport graduate GPA of 3.0 after completing any of the twelve credits will be returned to good academic standing. If a student does not achieve the minimum cumulative Brockport graduate GPA of 3.0 after completing the twelve credits, the respective department Graduate Committee will review the student’s academic file and either:
Students on Probation II receive written notification of their probationary status from the Graduate School. They are allowed to take up to six graduate credits on Academic Probation II. Students on Academic Probation II will be eligible to register for classes once a “Return to Good Academic Standing Course Plan” is approved and signed by their graduate advisor or program director as well as by the Graduate Dean (or the Dean’s designee).

Students on Academic Probation II who achieve a minimum cumulative Brockport graduate GPA of 3.0 after completing any of the six credits will be returned to good academic standing. Students who do not achieve the minimum cumulative Brockport graduate GPA of 3.0 after completing the six credits will be academically dismissed.

Academic Conditions of Admissions supersede Academic Standing/Academic Probation Policy.

JUSTIFICATION FOR PROPOSED POLICY

The proposed Academic Standing/Academic Probation policy for graduate students entails two changes to current policy:

1. Graduate students would be allowed to take up to 12 graduate credits on Probation I, rather than the current limit of 9 graduate credits.

2. Graduate students on Probation I and Probation II are currently expected to meet with their graduate advisors; the new policy would require them to meet with their advisors and have a “Return to Good Academic Standing Course Plan” written and signed by the student, graduate advisor, and Graduate Dean (or designee).

Change #1 would allow graduate students on Probation I, by consent of their advisor and Graduate Dean, to remain fully enrolled with 12 credits in a semester. This would help international students who need to be enrolled for 12 credits/semester to maintain their student visas. This would also allow graduate students whose cumulative gpa falls just below a 3.0 to continue to be enrolled for 12 credits in a semester if that helps them keep pace with their program’s scheduled curriculum- again, only with the consent of their advisors and Graduate Dean who determine these students are capable of achieving good academic standing with a 12 credit load in a semester.

Change #2 would insure that graduate students on Probation I get the best academic advisement so that they take particular courses in particular sequences that are most likely to help them achieve good academic standing, which is necessary to graduate with their advanced degree.

These changes have been developed in close collaboration with the Graduate Council (with Graduate Director representatives from each graduate program), which unanimously supports the proposed policy.