

4-22-2013

Change to graduate “Academic Standing/Academic Probation” policy

The College at Brockport, College Senate

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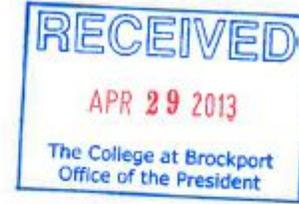
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 senate@brockport.edu
 brockport.edu/collegesenate

Resolution # 11 2012-2013
College Senate

Supersedes Res #: _____



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/resolutions>.

**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.

Routing Number <i>Routing # assigned by Senate Office 2012-2013</i>	32_12-13GC <i>Use routing number and title in all reference to this proposal.</i>
This Proposal Replaces Resolution	

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?** 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.

<i>First Submission</i>	<i>Updated on</i>	<i>Updated on</i>	<i>Updated on</i>
February 27, 2013			

8. **SUBMITTED BY: (contact person)**

<i>Name</i>	<i>Department</i>	<i>Phone</i>	<i>Email</i>
<i>James Spiller, Dean</i>	<i>Graduate School</i>	<i>5817</i>	<i>jspiller@brockport.edu</i>

9. **COMMITTEES: (Senate office use only)**

Standing Committee	Forwarded To	Dates Forwarded
<input type="checkbox"/> Executive Committee	Standing Committee	3/4/13
<input type="checkbox"/> Enrollment Planning & Policies	Executive Committee	
<input type="checkbox"/> Faculty & Professional Staff Policies	Senate	
<input type="checkbox"/> General Education & Curriculum Policies	Passed GED's go to Vice Provost	
<input checked="" type="checkbox"/> Graduate Curriculum & Policies	College President	
<input type="checkbox"/> Student Policies	OTHER	
<input type="checkbox"/> Undergraduate Curriculum & Policies	REJECTED -WITHDRAWN	

NOTES:

CURRENT POLICY



The College at
BROCKPORT
STATE UNIVERSITY OF NEW YORK

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:

- Academically dismiss the student from the program immediately; or
- Place the student in Probation II status

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.