



## MEMORANDUM

TO: Ida Cook, Vice Chair, Faculty Senate  
Maribeth Ehasz, Vice President, Student Development and Enrollment Services

From: Chanda Torres, Incoming Chair and  
Ron Atwell, Interim Chair  
Admissions and Standards Committee

Subject: Committee Action Report for Academic Year 2012 - 2013

Date: August 9, 2013

The following report is submitted in accordance with the Faculty Senate rules.

The Admissions and Standards Committee is a Joint Committee of Faculty Senate. Its membership includes faculty, non-faculty and student representatives from several academic colleges, the Division of Student Development and Enrollment Services, Undergraduate Studies, Student Government Association and Graduate Student Association.

The committee consists of six faculty members, three of whom are graduate faculty, selected by the Committee on Committees (in consultation with the vice president for Student Development and Enrollment Services), one undergraduate student nominated by the president of the Student Government, one graduate student nominated by the president of the Graduate Student Association (in consultation with vice provost and dean of the College of Graduate Studies), and six members from the professional staff selected by the vice president for Student Development and Enrollment Services.

### **Duties and Responsibilities:**

1. To consider all undergraduate student admissions that do not meet the minimum university admissions standards and that are referred to it by the Office of Undergraduate Admissions.
2. To consider all undergraduate student appeals of readmission decisions or academic standing.

3. To consider undergraduate student appeals of decisions that have been made by the Office of Undergraduate Studies concerning late withdrawals, late drops, late adds, and medical withdrawals.
4. ~~To consider continuation of undergraduate students who fail to meet CLAST requirements in accordance with appropriate rules and regulations. (Note: the CLAST requirement has been removed by the state)~~
5. To consider graduate student appeals of decisions that have been made by the College of Graduate Studies concerning late withdrawals, late drops, late adds, and medical

**Report of Activity:**

For the academic year ending April 30, 2013 the Admissions and Standards committee heard **508 cases** (538 cases in 2011-2012).

**Admission Appeals – 300 (Admitted 4; 1.3%)**

The committee continues its practice of limiting approval of admission appeals to those cases where admission of the student is in the best interest of the university. All four students admitted did enroll and are in good academic standing.

| Admission Appeals     |               |          |        |
|-----------------------|---------------|----------|--------|
| Admission Type        | Total Appeals | Approved | Denied |
| First Time In College | 197           | 1        | 196    |
| Transfer              | 103           | 3        | 100    |

**Readmission Appeals – 102 (Approved 15; 14.7%)**

The committee approval rate for student readmission following disqualification remains low. In fact, with few exceptions, the only appeals that come to the committee are those that lack a favorable recommendation from the college of the major. As the data indicates, readmission without college support is extremely unlikely (1.6%). The only exception is for students who apply for an immediate or early readmission base upon grade changes or grade forgiveness. In these cases, if the UCFGPA is greater than a 2.0, the student is readmitted (34.1%).

| Readmission Appeals             |               |          |        |
|---------------------------------|---------------|----------|--------|
| Type of Readmission             | Total Appeals | Approved | Denied |
| Early Readmit                   | 14            | 8        | 6      |
| Immediate Readmit               | 27            | 6        | 21     |
| Served Full Academic Suspension | 61            | 1        | 60     |

Of the fifteen students readmitted following disqualification; eight are off probation and in good academic standing (UCF GPA above a 2.0), five are continued on probations, and two were excluded.

**Readmission under Academic Amnesty – 10 Cases (Approved 9; 90%)**

Of the nine students readmitted under the Academic Amnesty program, two are scheduled start in the fall 2013 semester, and one student never enrolled. Of the remaining 6 students, all have completed the requirements of the Academic Amnesty program and have been readmitted to their major in good standing.

**Administrative Record Changes – 96 Appeals (Graduate 11, Approved 8 = 72.7%; Undergraduate 85, Approved 29 = 34%)**

| Administrative Appeals |                        |               |          |        |
|------------------------|------------------------|---------------|----------|--------|
| Student Type           | Action                 | Total Appeals | Approved | Denied |
| Graduate               | Late Drop              | 4             | 3        | 1      |
| Graduate               | Late Withdrawal        | 4             | 2        | 2      |
| Graduate               | Medical Withdrawal     | 3             | 3        |        |
| Undergraduate          | Late Add               | 1             |          | 1      |
| Undergraduate          | Late Add/Drop          | 1             |          | 1      |
| Undergraduate          | Late Drop              | 40            | 19       | 21     |
| Undergraduate          | Late Grade Forgiveness | 9             | 2        | 7      |
| Undergraduate          | Late Withdrawal        | 6             | 1        | 5      |
| Undergraduate          | Medical Withdrawal     | 28            | 7        | 21     |

**Policy recommendations:**

The committee has no policy recommendation at this time. There is one recommended changes to the Faculty Constitution description of the Admissions and Standards Committee. Duty and Responsibility number four should be deleted. The CLAST requirement has been removed by the state and student appeals are no longer necessary.

Please contact Dr. Torres at 407.823.5001, or [chanda.torres@ucf.edu](mailto:chanda.torres@ucf.edu) if you have any questions.

CC: Admissions and Standards Committee