



MEMORANDUM

TO: Dr. Keith Koons, Vice Chair, Faculty Senate
Dr. Maribeth Ehasz, Vice President, Student Development and Enrollment Services

From: Dr. Chanda Torres, Chair
Admissions and Standards Committee

Subject: Committee Action Report for Academic Year 2015 - 2016

Date: May 27, 2016

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 graduate student appeals of decisions that have been made by the College of Graduate Studies concerning late withdrawals, late drops, late adds, and medical

Modifications and Implementations:

- Implemented annual training for all current and new committee members. The training provided the following workshops and presentations:
 - Admissions and Standards Orientation: This orientation included an overview and presentation of the Admissions & Standards Committee Operating Guidelines, the 2014-2015 Annual Report, the committee membership list, and the meeting calendar for the 2015-2016 academic year.

Report of Activity:

For the academic year ending April 26, 2016 the Admissions and Standards committee heard **243 cases** (10% decrease; 270 cases in 2014-2015).

Admission Appeals – 109 (Admitted 0; 0%) / (20% decrease; 137 cases in 2014-2015; Admitted 0)

Admission Appeals			
Admission Type	Total Appeals	Approved	Denied
First Time In College	84	0	84
Transfer	25	0	25

Readmission Appeals – 39 (Approved 1; 2.5%) / (37% decrease; 62 cases in 2014-2015; Approved 3; 4.8%)

Readmission Appeals			
Type of Readmission	Total Appeals	Approved	Denied
Early Readmit	5	0	5
Immediate Readmit	2	1	1
Served Full Academic Suspension	32	0	32

Of the three students readmitted following disqualification; one is no longer enrolled and two are off probation and in good academic standing (UCF GPA above a 2.0).

Readmission under Academic Amnesty – 6 Cases (Approved 6; 100%)
 (50% increase; 4 cases in 2015-2016; Approved 4; 100%)

Six students have completed the program and two are currently enrolled.

Of the six students readmitted under the Academic Amnesty program, 6 students completed the program in spring 2016 with a cumulative GPA for the two terms of coursework with a 2.4 or greater. 2 student are making satisfactory progress within the program.

Administrative Record Changes – 89 Appeals (Graduate 6, Approved 5 = 83%; Undergraduate 83, Approved 37 = 45%) / (33% increase; 67 cases in 014-2015; Graduate 7, Approved 1 = 14.2%; Undergraduate 60, Approved 23 = 38%)

Administrative Appeals				
Student Type	Action	Total Appeals	Approved	Denied
Graduate	Late Drop	3	2	1
Graduate	Late Swap	0	0	0
Graduate	Late Withdrawal	1	1	0
Graduate	Medical Withdrawal	2	2	0
Undergraduate	Late Add	4	3	1
Undergraduate	Late Drop	40	15	25
Undergraduate	Late Grade Forgiveness	15	3	12
Undergraduate	Late Withdrawal	3	1	2
Undergraduate	Medical Withdrawal	20	14	6
Undergraduate	Reinstatement	1	1	0

Policy recommendations:

The committee has no policy recommendation at this time.

Please contact Dr. Torres at (407)823-5001 or chanda.torres@ucf.edu if you have any questions.

CC: Admissions and Standards Committee