



Admissions and Standards Committee Annual Report Memorandum

To: Dr. William Self, Vice Chair, Faculty Senate
Dr. Maribeth Ehasz, Vice President, Student Development and Enrollment Services

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

Subject: Committee Action Report for Academic Year 2017 - 2018

Date: May 18, 2018

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 College 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.

Trainings:

- Orientation and training for all current and new committee members.
 - Admissions and Standards Orientation:
 - Overview of the Admissions & Standards Committee Operating Guidelines
 - 2016-2017 Annual Report
 - Committee Membership List
 - 2017-2018 Meeting Calendar
 - Admissions and Standards Training:
 - Family Educational Rights and Privacy Act (FERPA)
 - Overview of the FERPA regulations – Registrar's Office

Report of Activity:

For the 2017-2018 academic year, starting on May 3, 2017 and ending on May 1, 2018, the Admissions and Standards committee heard **194 cases** (11.8% decrease; 220 cases in 2016-2017).



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Admission Appeals – 95 cases (Admitted 0; 0%) / (75.9% increase; 54 cases in 2016-2017; Admitted 2)

Admission Appeals			
Admission Type	Total Appeals	Approved	Denied
First Time In College	70	0	70
Transfer	25	0	25

Readmission Appeals – 50 (Approved 10; 20%) / (41.2 % decrease; 85 cases in 2016-2017; Approved 8; 9.4%)

Readmission Appeals			
Type of Readmission	Total Appeals	Approved	Denied
Early Readmit	3	2	1
Immediate Readmit	13	8	5
Served Full Academic Suspension	34	0	34

Of the ten students readmitted following disqualification; all students currently have a UCF GPA above a 2.0

Readmission under Academic Amnesty – 3 Cases (Approved 3) (0% decrease; 3 cases in 2016-2017)

All three students are currently still in the program.

Administrative Record Changes – 46 Cases (Graduate 0, Approved 0 = 0%; Undergraduate 46, Approved 9 = 19.6%) / (41% decrease; 78 cases in 2016-2017; Graduate 1, Approved 0 = 0%; Undergraduate 77, Approved 28 = 36.4%)

Administrative Appeals				
Student Type	Action	Total Appeals	Approved	Denied
Graduate	Late Drop	0	0	0
Graduate	Late Swap	0	0	0
Graduate	Late Withdrawal	0	0	0
Graduate	Medical Withdrawal	0	0	0
Undergraduate	Late Add	1	1	0
Undergraduate	Late Drop	23	2	21
Undergraduate	Late Grade Forgiveness	0	0	0
Undergraduate	Late Withdrawal	0	0	0
Undergraduate	Medical Withdrawal	22	6	16



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Administrative Appeals				
Student Type	Action	Total Appeals	Approved	Denied
Undergraduate	Reinstatement	0	0	0

Policy Recommendations:

- Effective Spring 2018 late add petitions are now handled by academic colleges.

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

CC: Admissions and Standards Committee