



## Admissions and Standards Committee Annual Report

To: Dr. Stephen King, Chair, Faculty Senate  
Dr. Adrienne Frame, Interim Vice President, Student Development and Enrollment Services

From: Mark Gumble, Chair  
Admissions and Standards Committee Designee

Subject: Committee Action Report for Academic Year 2021 - 2022

Date: August 30, 2022

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.

Voting committee members for this academic year include:

Faculty Representatives: Patricia Farless, Kelly Jennings, Karisa Workman, Kimberly Dever, Hans Hagglund, and Dawn Eckhoff.

Student Representatives: Kayla Rivera and Jan Soto.

Professional Staff: Meena Datta, Germaine Graham, Ana Mack, Angelia Smith, Peter Wallace, and Matthew Lowe.

Committee Chair: Mark Gumble

### **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 withdrawals.



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### Trainings:

- Admissions and Standards Orientation for new members:
- Admissions and Standards Training for members:
  - Family Educational Rights and Privacy Act (FERPA)
  - Provided updates on enrollment trends from Undergraduate Admissions – UCF's Conservative Growth Plan
  - Review of BOG Regulations 7.002.10 (c) and 7.002.11
  - Overview of the enrollment tracker
  - New information about Covid-19 Long Haulers article

### Report of Activity:

*With notification in February 2020 of the passage of Resolution 2019-2020-18 Faculty Senate Bylaw Change – Joint Committees and Councils Annual Report, the annual reporting cycle for the A&S Committee has changed. This committee will now operate on the annual year encompassing fall, spring, and summer semesters. This is the third-year reporting on this new timetable.*

For the Annual Year 2021-2022, starting on August 17, 2021, and ending on August 2, 2022, the Admissions and Standards committee heard **306 cases** (43% increase, 214 cases in Annual Year 2020-2021)

#### Admission Appeals

**232 cases (Admitted 3; 1.3%)** / (60% increase; 145 cases in 2020-2021)

Admission Appeals			
Admission Type	Total Appeals	Approved	Denied
First Time in College	183	2	181
Transfer	49	1	48

#### Readmission Appeals –

**6 cases (Approved 3; 50%)** / (78% decrease; 27 cases in 2020-2021)

Readmission Appeals			
Type of Readmission	Total Appeals	Approved	Denied
Academic Amnesty	3	3	0
Early Readmit	1	0	1
Immediate Readmit	1	0	1
Served Full Academic Suspension	0	0	0
Grade Forgiveness	1	0	1

#### Administrative Record Changes –

**68 Cases (Graduate 3, Undergraduate 65, Approved 31 = 46%)** / (62% increase; 42 cases in 2020-2021)



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Administrative Appeals Spring 2022				
Student Type	Action	Total Appeals	Approved	Denied
Graduate	Late Drop	2	0	2
Graduate	Late Add	1	1	0
Graduate	Late Withdrawal	0	0	0
Graduate	Medical Withdrawal	0	0	0
Undergraduate	Late Add	0	0	0
Undergraduate	Late Drop	16	1	15
Undergraduate	Late Withdrawal	1	0	1
Undergraduate	Medical Withdrawal	48	29	19

### Policy and Procedure Recommendations:

A&S committee has continued to advance recommendation for various policy and procedural changes to the Registrar's Office and the Division of Student Learning and Academic Success during the 2021-22 academic year.

In the past year the following were accomplished:

- A Late Add policy was added to the undergraduate catalog.
- The language regarding Academic Standing in the undergraduate catalog has been updated.

The following are still under review:

- Undergraduate students who have been academically disqualified from UCF cannot appeal to the A&S committee for readmission prior to completing a full year suspension (spring, summer, and fall) and without petitioning to the Registrar's Office first.
- Registrars' petition paperwork, that students are required to fill out for readmissions is updated to be reflective of information needed to make a sound decision, and to reduce barriers to petition or appeal readmission.
- The Reconnect Policy and Procedure option contained within the Admissions and Standards Guidelines is reconsidered as a means for students to seek readmission to the university.
- A&S recommends that Graduate Studies add a deadline to the late add policy that is in their catalog
- A&S Continue to recommend annual training for the UCF academic advising community about the academic record change and appeal process.

Please contact Mark Gumble at (407) 823-5897 or [mark.gumble@ucf.edu](mailto:mark.gumble@ucf.edu) if you have any questions.

CC: Admissions and Standards Committee