

COMMITTEE REPORT OF ADOPTION OF POLICY RECOMMENDATION
Revised after First Reading in Faculty Senate, October 25, 2007

DATE: November 15, 2007
TO: Faculty President, Jennifer Matos
FROM: Educational Policies Committee
BY: _____
Executive Secretary, Cynthia Z. Rawitch

Name of proposed policy: 2.00 GPA Students Policy for Students with Disqualified Status

At its meeting on September 12, 2007, the Educational Policies Committee adopted a policy recommendation by passing the following motion:

Proposed policy:

~~Strikethrough~~ indicates proposed deletion. Underline indicates proposed insertion.]

~~MSP: Require probationary students to earn a minimum 2.00 semester GPA each semester while on probation instead of requiring a cumulative GPA improvement of 0.05 each semester while on probation.~~

(This language was passed by EPC on September 12, 2007. After the Faculty Senate Meeting on October 25, the words “probationary students” were changed to “students in disqualified standing” to reduce confusion and separate the two categories.

MSP: Require students with “disqualified” status to earn a minimum 2.00 semester GPA each semester while in “disqualified” status instead of requiring a cumulative GPA improvement of 0.05 each semester while in “disqualified” status.

ACADEMIC STANDING: (Material on pages 32 and 33 of the 2006-2008 Catalog has been relocated and rewritten for clarity. The proposed section below would precede section on Academic Probation, currently on page 32 of the 2006-2008 catalog).

ACADEMIC STATUS: GOOD STANDING, PROBATION, AND DISQUALIFICATION.

Academic status is defined by the student’s Grade Point Average (GPA). The GPA is calculated by dividing the number of grade points earned in courses that assign letter grades by the number of units attempted. Courses in which grades of CR, NC, I and W are assigned are not used in GPA calculation. The following policy refers to undergraduates only. The policy concerning graduate students can be found in the Graduate Programs section.

A student's academic status takes into account both the (1) Cumulative Total GPA, which includes both coursework transferred from other institutions and that taken at CSUN, and (2) the CSUN GPA, which only includes coursework taken at CSUN.

There are three categories of undergraduate academic status as defined below:

Good Standing: Students are in good standing at the conclusion of any matriculated term in which they have both a Cumulative Total and CSUN GPA of at least 2.00.

Probation Status: Students are placed on probation status if either their Cumulative Total or CSUN GPA falls below 2.00 at the conclusion of any term. Students remain on probation until they either regain good standing or are placed in disqualification status.

Disqualification Status: Students who were on probation the previous semester are placed in disqualification status if their Cumulative Total or CSUN GPA falls below the GPA listed for each class level in the table below. Students in disqualification status who are readmitted to the university remain in disqualification status and must earn a minimum 2.00 semester GPA each semester until they reach good standing.

<u>Class Level</u>	<u>GPA at the Time of Disqualification</u>
<u>Freshman (1-29 units earned)</u>	<u>1.50</u>
<u>Sophomore (30-59 units earned)</u>	<u>1.70</u>
<u>Junior (60-89 units earned)</u>	<u>1.85</u>
<u>Senior (90 + units earned)</u>	<u>1.95</u>

Note: Units of developmental coursework are included in determining class level. The GPA at the time of disqualification does not include grades of I (Incomplete). Subsequent assignment of a letter grade that replaces the Incomplete does not retroactively impact this GPA calculation and does not remove the disqualification.

Regulations for Students in Good Standing Academic Standing (moved from p.33)

Students eligible to enroll in the university are in good standing. Good standing requires both a Cumulative Total and CSUN GPA of at least 2.00. Students in good standing can enroll in a maximum of 15 units in a semester or summer term during the Registration by Appointment period and no more than 19 units thereafter. To request more than 19 units, students must complete the Extra Unit Authorization form and obtain the signature of the Department Chair or Department Graduation Coordinator. (See the Graduate Programs section for definition of graduate good standing.) Undergraduate students who maintain satisfactory scholarship with at least a 2.0 in both their CSUN and cumulative Grade Point Averages (GPA) are in good standing. Students who are on probation also are considered to be in good standing for purposes of eligibility to enroll in classes. Students who are disqualified or under disciplinary suspension are not considered in good standing and therefore are not routinely eligible to enroll.

Regulations for Students in Probation Status

Students on probation remain in good standing and are eligible to enroll. However, since either their Cumulative Total or CSUN GPA are below 2.00 at the conclusion of any term, they will receive registration "holds" and will not be able to register for classes until they have received advisement. During advisement, the student and advisor will review progress toward improving the student's academic status and the advisor will remove the registration holds. Declared majors will receive advisement from the SSC/EOP Satellite in their college. Undecided students will receive advisement in the Advising Resource Center/EOP.

Students on probation can enroll in a maximum of 13 units in a semester or summer term. To request more than 13 units, students must complete the Extra Unit Authorization form and obtain the signatures

of the Director of their College Student Services Center/EOP satellite and the Director of Undergraduate Studies.

Students on probation will be disqualified if their Cumulative Total or CSUN GPA falls below the GPA listed for each class level in the table above under “Disqualification Status.”.

ACADEMIC PROBATION AND DISQUALIFICATION:

~~**Academic Probation:** Undergraduate students will be placed on probation if either their cumulative total GPA or CSUN GPA is below 2.00. Students remain on probation until both their cumulative total and CSUN GPAs are 2.00 or better, or until they are disqualified under one of the provisions of the Disqualification Regulations. (See the Graduate Programs section for information concerning graduate probation provisions.)~~

~~All students on academic probation are required to meet with an academic advisor each semester they are on probation. An academic advisement hold is placed on the student’s record once probationary status is determined, thus blocking the ability to register for classes. This hold will be released only after the student has received advisement. Declared majors will receive advisement from either their academic department or from the SSC/EOP Satellite in their college. Undecided students will receive advisement in the Advising Resource Center/EOP.~~

~~A student on academic probation may register for a maximum of 13 units in a given semester or during summer term. Additional units may be recommended by the student’s advisor in the Department, College or Advising Resource Center/EOP but approval of such additional units must come from the Director of Undergraduate Studies.~~

Regulations for Students in Disqualification Status

Students who were on probation are placed in disqualification status if either their Cumulative Total or CSUN GPA falls below the GPA listed for each class level in the table above. Students who are in disqualified status or under disciplinary suspension are not considered in good standing and therefore are not routinely eligible to enroll.

Academic disqualification is a permanent notation in a student’s academic record and has serious consequences that can impact attainment of a baccalaureate degree. The consequences of academic disqualification depend upon whether it is the first, second, or third disqualification that the student receives.

DISQUALIFICATION

~~Disqualification: **Disqualification Regulations:** Undergraduate students on probation will be disqualified when receive “disqualified” status when: a) they are admitted or readmitted on probation with disqualified status standing and fail to meet the conditions established at the time of their admission or readmission, or b) either their cumulative total or CSUN GPA falls below the following floor levels~~

<u>Class Level</u>	<u>Grade Point Average</u>
Freshman (1— 29 units earned)	1.50
Sophomore (30— 59 units earned)	1.70
Junior (60— 89 units earned)	1.85
Senior (90 + units earned)	1.95

Note: Developmental coursework is included in calculating class level. (See the Graduate Programs section for information concerning Graduate disqualification provisions.)

First Disqualification: Students who receive a first disqualification from Cal State Northridge are allowed one additional semester of enrollment to improve their academic performance. This additional semester must be taken only in the semester (Fall or Spring) immediately following the first disqualification. During this semester, students must demonstrate improvement in academic performance by earning a 2.00 semester GPA or higher. They must continue to earn a 2.00 semester GPA or higher each term while in disqualified status. Those who fail to do so will receive a second disqualification, will not be able to enroll for a minimum of one semester and will have to reapply to the University.

~~“Renewal” Semester: Beginning with the Spring 2006 semester, undergraduate students who have received a First Disqualification from Cal State Northridge will be are allowed an additional semester of enrollment to improve their academic performance. This applies only to the semester (Fall or Spring) immediately following the first disqualification. This additional semester will be known as the “renewal” semester. Enrollment for subsequent semesters will be permitted only if continued improvement in academic performance is demonstrated (i.e., an increase of 0.05 or more in the GPA). Students who fail to make measurable improvement during the renewal semester will be unable to enroll for a minimum of one semester and will be required to reapply. If this occurs, the student will be charged with a second disqualification.~~

Second Disqualification: Students will receive a Second Disqualification if they (1) fail to earn a 2.00 GPA in any semester after a first disqualification or (2) achieve good standing, but return to probation status in any subsequent (see Students in Probation Status above). Students who receive a second disqualification cannot enroll at CSUN for at least one semester and must apply for readmission to CSUN as a Previously Disqualified Student. In order to be readmitted to the university, students with two disqualifications must demonstrate academic progress as described by their advisor. This may include the requirement of completing or repeating certain courses at another institution or through CSUN’s Tseng College of Extended Learning, earning certain grades in these courses and/or achieving a certain cumulative or CSUN GPA. Students are encouraged to meet with their CSUN academic advisor to discuss requirements that must be completed for readmission.

Students with two disqualifications who are readmitted to the University remain in disqualified status and must demonstrate improvement in academic performance by earning a 2.00 semester GPA or higher each semester until they reach good standing. After readmission, registration holds will block their ability to register for classes until they meet with their advisor and agree on a plan designed to improve their academic status. Declared majors will receive advisement from either their academic department or from the SSC/EOP Satellite in their college. Undecided students will receive advisement in the Advising Resource Center/EOP.

Students admitted or readmitted back to the University remain in disqualification status and must meet with an academic advisor to develop an academic plan designed to improve their academic status and to remove the holds that block the ability to register for classes. Declared majors will receive advisement from either their academic department or from the SSC/EOP Satellite in their college. Undecided students will receive advisement in the Advising Resource Center/EOP.

In addition, students in disqualification status can enroll in a maximum of 13 units in a semester or summer term. To request additional units, students must complete the Extra Unit Authorization form and obtain the signatures of the Director of their College Student Services Center/EOP satellite and the Director of Undergraduate Studies.

Students who fail to earn a minimum 2.00 GPA in any semester will receive a third disqualification.

~~(This was a continuation of the paragraph subtitled “Renewal Semester) Enrollment for subsequent semester will be permitted only if continued improvement in academic performance is demonstrated (i.e., an increase of 0.05 or more in the GPA). Students who fail to make measurable improvement during the renewal semester will be unable to enroll for a minimum of one semester and will be required to reapply. If this occurs, the student will be charged with a second disqualification.~~

Third Disqualification: Students who are readmitted to the University after a second disqualification will receive a third disqualification if they (1) fail to earn a 2.00 semester GPA in any semester after a Second Disqualification, or (2) return to probation after achieving Good Academic Standing by lowering their cumulative total or CSUN GPA below the thresholds defined by the number of units earned (see table under “Disqualification Status” above). Students who receive a third disqualification are not eligible to seek readmission to the University for a minimum of five years after the final day of the semester during which they received the third disqualification.

Readmission: Without exception, the following requirement applies to ALL disqualified undergraduate students, regardless of circumstances or proximity to degree:

- Undergraduates who have been disqualified for a second time or third time and those who do not attend class in the semester immediately following their first disqualification, and who are interested in returning to the university for a subsequent semester must submit a formal application for readmission through CSU Mentor (<http://www.csumentor.com/>) and must submit all forms for consideration of reinstatement and transcripts of any college work completed in the interim.
- Returning students must consult the Schedule of Classes Enrollment Guide (<http://www.csun.edu/a&r/soc/>) for information concerning deadline dates to submit the required readmission materials. For procedures governing reinstatement, see Readmitted Students in Appendix A of the Catalog.

Taking Courses through Extended Learning while Disqualified: Students seeking to enroll in courses through the Tseng College of Extended Learning do not reapply through CSU Mentor. They should consult the webpage (www.tsengcollege.csun.edu) or talk to a staff member of this College. Only 24 units of course credit earned in Extended Learning can be counted toward a CSUN degree.

Current Policy (Taken from 2006-2008 Catalog, pages 32-33)

ACADEMIC PROBATION AND DISQUALIFICATION: Academic

Probation: Undergraduate students will be placed on probation if either their cumulative total or CSUN GPA is below 2.00. Students remain on probation until both their cumulative total and CSUN GPAs are 2.00 or better, or until they are disqualified under one of the provisions of the Disqualification Regulations. (See the Graduate Programs section for information concerning graduate probation provisions.)

All students on academic probation are required to meet with an academic advisor each semester they are on probation. An academic advisement hold is placed on the student's record once probationary status is determined, thus blocking the ability to register for classes. This hold will be released only after the student has received advisement. Declared majors will receive advisement from either their academic department or from the SSC/EOP Satellite in their college. Undecided students will receive advisement in the Advising Resource Center/EOP.

A student on academic probation may register for a maximum of 13 units in a given semester or during summer term. Additional units may be recommended by the student's advisor in the Department, College or Advising Resource Center/EOP but approval of such additional units must come from the Director of Undergraduate Studies.

Disqualification: Undergraduate students on probation will be disqualified when: a) they are admitted or readmitted on probation and fail to meet the conditions established at the time of their admission or readmission, or b) either their cumulative total or CSUN GPA falls below the following floor levels:

Class Level Grade Point Average

Freshman (1 – 29 units earned) 1.50

Sophomore (30 – 59 units earned) 1.70

Junior (60 – 89 units earned) 1.85

Senior (90 + units earned) 1.95

Note: Developmental coursework is included in calculating class level. (See the Graduate Programs section for information concerning Graduate disqualification provisions.)

“Renewal” Semester: Beginning with the Spring 2006 semester, undergraduate students who have received a first disqualification from Cal State Northridge will be allowed an additional semester of enrollment to improve their academic performance. This applies only to the semester (Fall or Spring) immediately following the first disqualification. This additional semester will be known as the “renewal” semester. Enrollment for subsequent semesters will be permitted only if continued improvement in academic performance is demonstrated (i.e., an increase of 0.05 or more in the GPA). Students who fail to make measurable improvement during the renewal semester will be unable to enroll for a minimum of one semester and will be required to reapply. If this occurs, the student will be charged with a second disqualification.

Readmission: Without exception, the following requirement applies to ALL disqualified undergraduate students, regardless of circumstances or proximity to degree:

- Undergraduates who have been disqualified for a second time and those who do not take advantage of the “renewal” semester and who are interested in returning to the university for a subsequent semester must submit a formal application for readmission and must submit all forms for consideration of reinstatement and transcripts of any college work completed in the interim.
- Consult the Schedule of Classes Enrollment Guide (<http://www.csun.edu/a&r/soc/>) for information concerning deadline dates to submit the required readmission materials. For procedures governing reinstatement, see Readmitted Students in Appendix A of the Catalog.
- Undergraduate students and second baccalaureate degree candidates are restricted to a maximum of two reinstatements from disqualification. Students who receive a third disqualification may no longer matriculate at CSUN. After a third disqualification, no courses taken through the Roland Tseng College of Extended

Learning may be used to meet degree requirements.

Academic Renewal: The Trustees of The California State University have established a program of Academic Renewal whereby students who are having difficulty meeting graduation requirements due to a grade point deficiency may petition to have up to 2 semesters or 3 quarters of previous college work discounted from all considerations associated with meeting requirements for the baccalaureate degree. Academic Renewal is intended only to facilitate graduation from CSUN and is not applicable for individuals who already possess a baccalaureate degree or who meet graduation requirements without the approval of a petition for Academic Renewal.

Conditions: In order to qualify for Academic Renewal all of the following conditions established by the Trustees must be met:

1. Students must present evidence in the petition that the coursework to be disregarded was substandard and not representative of their present scholastic ability and level of performance, due to extenuating circumstances.
2. Students must present evidence that if the petition is denied, it would be necessary for them to enroll in additional coursework involving one or more additional terms in order to qualify for graduation. Students should include the specific coursework or requirements involved. Normally, students should have completed 90 units prior to filing the petition.
3. Five years must have elapsed since the term or terms to be disregarded were completed. Terms taken at any institution may be disregarded.
4. Since completion of the term(s) to be disregarded, students must have completed coursework at CSUN with at least one of the following:

a. 15 semester units with at least a 3.00 GPA.

b. 30 semester units with at least a 2.50 GPA.

c. 45 semester units with at least a 2.00 GPA.

If and when the petition is granted, the student's permanent academic record will be annotated so that it is readily evident to all users of the record that no work taken during the disregarded term(s), even if satisfactory, will apply toward baccalaureate graduation requirements. However, all work will remain legible on the record to insure a true and complete academic history.

A final decision on the petition will be made by the Academic Renewal Review Committee. The committee will review petitions only if all of the basic requirements (indicated above) have been met. Normally, students will be notified of the decision within 60 days after the completed petition is submitted.

Petition Procedures: Students must take the following steps to petition for Academic Renewal:

1. obtain departmental approval on the Application for Graduation and Diploma, available at the Student Information Center, for a precise evaluation of graduation requirements;
2. obtain an Undergraduate Petition form, available at the Student Information Center;
3. complete the petition, indicating the specific terms which they are requesting be discounted. In the “reason” section of the petition students must make a specific statement concerning each of the four conditions listed above.

ACADEMIC STANDING Students eligible to enroll in the university are considered to be in good standing. Undergraduate students who maintain satisfactory scholarship with at least a 2.0 in both their CSUN and cumulative Grade Point Averages (GPA) are in good standing. Students who are on probation also are considered to be in good standing for purposes of eligibility to enroll in classes. Students who are disqualified or under disciplinary suspension are not considered in good standing and therefore are not routinely eligible to enroll. (See the Graduate Programs section for definition of graduate good standing.)

Grade Point Average (GPA) is used as a measurement of satisfactory scholarship. It is calculated by dividing the number of grade points by

the number of units attempted for the grades
A, A-, B+, B, B-, C+, C, C-, D+, D, D-, F, WU. (CR, NC, I and W are

not used in this calculation.)

Summary of Supporting Reasons:

This policy will change the .05 GPA increase needed by disqualified students for retention after disqualification. Instead, they will be required to attain a 2.00 every semester while they have “disqualified” status. As stated above, the term “probationary students” has been changed to “students with disqualified status” to reduce confusion and separate those who are on probation but have never been disqualified from those who have been disqualified.

A 2.00 GPA is needed to graduate. The current policy, which requires an increase of 0.05 in GPA in order to remain a matriculating student, was created because SOLAR was capable of identifying that figure and it came closest to approximating the “deficiency points” used by the pre-SOLAR system. Since then, we have learned that 0.05 is a difficult number for students to understand and for A & R and advisors to calculate. In addition, as students earn more units, it is increasingly difficult to achieve a 0.05 increase in one semester. There is concern about the financial consequences to students who have no realistic possibility of ever graduating. In fact, any disqualified student who has 73 units or more and who earns a 2.15 for the semester will NOT achieve a 0.05 increase, so will receive another disqualification. This 2.00 GPA policy is being used without problems at other CSUs such as Fresno.

This policy might result in the readmission of fewer students. A & R calculations indicate that in Fall 2006 a total of 402 students achieved the GPA improvement goal of 0.05 and also earned a GPA of 2.00 or greater. However, only 263 students earned a 2.00. These 130 fewer students, however, were never told they needed to achieve a 2.00 GPA, so the figure is suspect and numbers might improve after an educational outreach campaign is conducted to inform students with disqualified status about new standards.

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Note: Units of developmental coursework are included in determining class level. The GPA at the time of disqualification does not include grades of I (Incomplete). Subsequent assignment of a letter grade that replaces the Incomplete does not retroactively impact this GPA calculation and does not remove the disqualification.

Regulations for Students in Good Standing

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ACADEMIC PROBATION

Regulations for Students in Disqualification Status

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Second Disqualification: Students will receive a Second Disqualification if they (1) fail to earn a 2.00 GPA in any semester after a first disqualification or (2) achieve good standing, but return to probation status in any subsequent (see Students in Probation Status above). Students who receive a second disqualification cannot enroll at CSUN for at least one semester and must apply for readmission to CSUN as a Previously Disqualified Student. In order to be readmitted to the university, students with two disqualifications must demonstrate academic progress as described by their advisor. This may include the requirement of completing or repeating certain courses at another institution or through CSUN’s Tseng College of Extended Learning, earning certain grades in these courses and/or achieving a certain cumulative or CSUN GPA. Students are encouraged to meet with their CSUN academic advisor to discuss requirements that must be completed for readmission.

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Third Disqualification: Students who are readmitted to the University after a second disqualification will receive a third disqualification if they (1) fail to earn a 2.00 semester GPA in any semester after a Second Disqualification, or (2) return to probation after achieving Good Academic Standing by lowering their cumulative total or CSUN GPA below the thresholds defined by the number of units earned (see table under “Disqualification Status” above). Students who receive a third disqualification are not eligible to seek readmission to the University for a minimum of five years after the final day of the semester during which they received the third disqualification.

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