

HUMBOLDT STATE UNIVERSITY
Academic Senate

Resolution on Updates to the “Academic Standing” and “Academic Probation & Disqualification” Policies in the HSU Catalog

#14-10/11-APC – November 30 – First Reading/2nd Reading Waived

RESOLVED: That the Academic Senate of Humboldt State University recommends to the President the following updates to current policies in the HSU Catalog, to be implemented for the 2011/2012 AY.

DRAFT: Academic Disqualification Policy Update 11/16/10

The following are select updates to current policy. The current policy can be found in the 2010-11 catalog pages 40 & 68.

In the past the Office of the Registrar has been working with Academic Departments (for GRAD students) and a Reinstatement Committee (for UGRD students) to work with students who want to return to the university as a “reinstated” student. HSU follows EO 823 regarding Academic Disqualification criteria. The following proposal establishes rules guiding the DQ process that are lacking in the current policy.

Proposed Policy Updates:

1. The limit on how many times a student can be considered for reinstatement to the university.
 - 1st DQ: Student must take off a minimum of one semester before reapplying.
 - 2nd DQ: Student must take off a minimum of a full year before reapplying. Students may be required to take additional time off, or complete courses at a different institution before being readmitted.
 - 3rd DQ: No option to reapply to HSU. May complete coursework elsewhere and reapply to a different CSU campus.
2. Guidelines for immediate reinstatement (return to the university without having to reapply).
 - Exceptions made for students whose term’s GPA 2.0 or above even though cumulative GPA does not reach the established threshold.

- Exceptions made for students with one semester to graduation as certified by the DARS degree check. This exception requires that the student has applied for graduation.
- Exceptions can be made on the first DQ, for EOP/SDRC/VET students who may apply for immediate reinstatement with a letter from their EOP/SDRC/VET advisor supporting reinstatement at that time. Subsequent DQ's follow the progression above starting with the requirements for the Second DQ.

3. Requirements for consideration of reinstatement (as an applicant).

- When applying to the University for Reinstatement, students must provide a letter to the Admissions Office with a statement describing the reasons for the academic reinstatement and a plan to address the underlying problems in order to increase the likelihood of success.
- Faculty may be asked to complete a form to provide information that the Exceptions Committee would find helpful in making a decision regarding reinstatement.
- Upon reinstatement, students will be required to develop a study plan and Learning Center /EOP Contract prior to beginning classes.

4. Rules for graduate and credential students.

First DQ: Students may be immediately reinstated to the university given a positive recommendation from the Graduate Program including an agreement by a graduate faculty member to serve as the student's advisor submitted to the Graduate Studies Office.

Second DQ: Student must take a minimum of one semester off before reapplying. Students may be required to take additional time off. Students may be readmitted to the university given a positive recommendation from the Graduate Program including an agreement by a graduate faculty member to serve as the student's advisor. Students will be required to provide a letter with a statement describing the reasons for the academic probation and a plan to address the underlying problems in order to increase the likelihood of success. Both documents will be forwarded to the Graduate Studies Office for processing.

Third DQ: No option to reapply to HSU. May complete coursework elsewhere and reapply to a different CSU campus.

RATIONALE:

Rationale:

The current Academic Disqualification (DQ) policy has several deficits that over time have become problematic. The DQ Policy Update is intended to address the following issues by adding to the existing policy in the manner described above.

- 1) Current policy lacks an established limit on how many times a student can be considered for reinstatement to the university. We have had a student who was reinstated to the university 7 times. This has both academic and fiscal consequences and ultimately does not facilitate student success.
- 2) Current policy lacks clear guidelines on when a student can be considered for immediate reinstatement (return to the university without having to reapply). The consequence has been idiosyncratic application of the rules.
- 3) Standardizing the application for reinstatement, clarifying the process, and creating common expectations, should allow the University to better promote academic success.
- 4) Current policy requires students to take a one semester break between DQ and submitting an *Application for Reinstatement* with rare exceptions that are eligible to request immediate reinstatement. With the limit on the number of times a student can be disqualified, varying the length of the break seems appropriate and reflects the practice on other CSU campuses. From the perspective of serving students, poor academic performance is often linked to life circumstances. Providing time for a student to address those issues will likely increase the potential for success when the student returns to HSU.

PASSED – Academic Senate – November 30, 2010

APPROVED – President Richmond – December 6, 2010