

# REPORT TO WVSU FACULTY SENATE

**SUBMITTED BY: Ad Hoc Committee on Probation/Suspension Policies and Administrative Removal of Students**

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1. Suspension Policies - the committee has determined that WVSU suspension policies are not out of line with other institutions, and therefore no changes are recommended in the administrative removal of students.
2. Students in financial jeopardy &/or loan default - positive steps are being taken by the institution to decrease the number of students who are in financial jeopardy or have defaulted on student loans (i.e., earlier intervention by Financial Aid); positive steps also are being taken to more closely monitor "problem" students (through online faculty referral forms).
3. Students on academic probation - the committee recommends the following:
  - Early intervention in the form of a pop-up "warning letter" for the student who is deficient (i.e., -1 to -11 Quality Points), to be added to the pop-up probation and suspension letters already in use (see attached). These letters pop up as soon as the student accesses his or her grades—they are attention getting and simpler than sending emails. Adding this letter would require some programming into BANNER. Pending approval of this committee's recommendations, Registration and Records could take responsibility for generating and mailing warning letters to those students that fall below a 2.0 GPA. BANNER can be programmed to generate such letters.
  - Work with problem students to develop an "improvement plan" to include a recommended plan of study, options for counseling, tutoring, etc. This could best be done through the major department, in consultation with Collegiate Support Services. (Currently, when a probationary student applies for readmission or almost always when a student appeals academic suspension, Academic Affairs often requires the student to present evidence of a plan for improvement developed with the department chair or advisor.)

- Many of the students who have large QP deficiencies are either readmits or transfers. The readmits come through Academic Affairs and that provides an opportunity for discussion of what went wrong before and for counseling about options, majors, etc. But, more than a few probationary students transfer in to WVSU, and we do not have the same sort of admission counseling for these students. A student transferring from another institution with a 12+ QP deficiency should undergo the same sort of intake interview as our readmits, whether in Academic Affairs or at the college level. For students who are well into a major, the college level might be best--but this would require hiring of additional qualified personnel.
4. Habitual problem students - the Office of Student Financial Assistance, in accordance with federal regulations, will do the following (from Sally Marcus Burger):
- Students who make all F's during a semester **will not be granted** an appeal to keep their federal aid unless extenuating circumstances can be shown. The federal ruling on students who fail to earn a passing grade in at least one course offered over an entire period is that the institution must assume, for Title IV purposes, that the student not officially withdrawn, unless the institution can document the student completed the period. Therefore, students who receive Title IV funds and fail to earn a passing grade in all of their classes are considered "unofficially" withdrawn.
  - WVSU's policy is to assume unofficially withdrawal at the midpoint of the semester, and a substantial portion of the students' financial aid is returned. Previously students could keep their financial aid the subsequent semester. **Now it will be suspended.**
  - Also, SAP (Satisfactory Academic Progress) will be checked **every semester**. Presently, we check SAP once each year. Students who fall below SAP guidelines will be given **ONE** appeal. It is mandatory they register and attend the "Academic Coaching Program" sponsored by Collegiate Support and Counseling. (This semester, we are implementing a trial group of students in the coaching program. We are anxious to see the results.)
5. Faculty Development – conduct faculty development sessions at the August 2011 Opening Faculty Session (and beyond) on relevant topics, including use of MyState and advising of student majors.