Senate Resolution

To: The Student Senate of the University of North Dakota

Authors: Taylor Nelson - Student Body Vice President; Brandon Beyer – Treasurer

Sponsors: Ryan Brown- College of Business and Public Administration

CC: Matt Kopp - Student Body President, Taylor Nelson - Student Body Vice President, Cassie Gerhardt - Student Government Advisor, Andrew Freligh – Student Organization Funding Agency Advisor; Dr. Lori Reesor – Vice President for Student Affairs, Cara Halgren – Associate Vice President for Student Services & Dean of Students

Date: 9/13/15

Re: Resolution in Support of SEM’s Probation, Suspension, and Dismissal Policy and Process Proposal

Whereas, students at the University of North Dakota (UND) are expected to make progress toward attaining their degrees, and

Whereas, students must maintain a UND Grade Point Average of 2.00 or higher to remain in Academic Good Standing, and

Whereas, students who fail to meet minimum standards will be placed on Academic Probation for the semester until attaining these standards, and

Whereas, students on Academic Probation who earn less than a 2.00 term GPA at the end of the semester of probation is considered to not be making academic progress and will be suspended and may apply to return to the University after one semester’s absence, and

Whereas, the current policy allows two suspensions before dismissing the student from the University with no further opportunity to enroll at the undergraduate level, and

Whereas, there are many inconsistencies within the current policy amongst colleges outlined on page 2 of the attached draft, and

Whereas, we must be conscious of student’s time, efforts, and money, and

Whereas, the proposed policy provides students placed on probation with an academic success plan outlined on page 3 of the attached draft, and

Whereas, the proposed policy allows only one suspension before dismissing the student from the University with no further opportunity to enroll at the undergraduate level.

Therefore, be it resolved that the University of North Dakota Student Senate supports SEM’s Probation, Suspension, and Dismissal Policy and Process proposal as a replacement to the current policy.

Matthew Kopp, Student Body President
Probation, suspension, and dismissal from the University of North Dakota (UND) occur when a student is not meeting academic standards considered adequate to progress toward degree completion. Students are given a probationary period, in which time academic improvement must be made. If the student is unable to obtain the necessary academic requirements, suspension or dismissal occurs. Requests for reinstatement following suspension are made to the college/school/unit in which the student plans to return. Each college/school/unit independently reviews and acts upon the request for reinstatement. The process is different depending upon college/school/unit that reviews the request.

Over the past four years, 160 students (on average) have been suspended from UND following each fall term. Of those who are granted reinstatement, only 26% (on average) are on-campus the following fall semester. In order to address academic needs and progress toward graduation, it is suggested that the current probation, suspension, and dismissal policy and procedures processes be strengthened to incorporate a new structure and plan to assist and monitor this at-risk population. The following recommendations aim to establish a consistent process and structure while providing suggested changes to the way in which students are placed on probation, suspended from the institution, granted approval to return, and assisted in their progress toward graduation.

**Current Policy**

**Undergraduate Probation, Suspension, and Dismissal Policy**

Students at the University of North Dakota are expected to make progress toward attaining their degrees. Students who have earned fewer than 90 total hours will be considered in Good Academic Standing if they maintain a UND Grade Point Average (GPA) of C (2.00) or higher. Students who have earned 90 or more total hours will be in Good Academic Standing only with a 2.00 or higher GPA on both UND and cumulative hours. Students who do not maintain minimum academic requirements will, at the end of the fall, spring, or summer term in which they fail to meet minimum standards, be placed on Academic Probation. Students on Academic Probation may remove this status by attaining Academic Good Standing. Students will be continued on Academic Probation if they earn at least a 2.00 term GPA at the end of the semester of probation. A student on Academic Probation who earns less than a 2.00 term GPA at the end of the semester of probation is considered not to be making academic progress and will be suspended. NOTE: It is possible to be in Good Academic Standing at the University, and, yet not to be in Good Academic Standing in certain University programs which require a GPA higher than 2.00.

Suspended students may apply to return to the University after one semester’s absence. In order to return to UND, all suspended students must seek reinstatement from the Dean of the college in which they intend to enroll and readmission from the Office of the Registrar. Deans may specify
enrollment stipulations at the time of reinstatement. The student will return to UND on probationary status. Under extenuating circumstances suspended students may seek immediate reinstatement from their dean without leaving the University for one academic semester. If the Dean does not reinstate the student after suspension, the student may appeal to the University Senate Student Academic Standards Committee.

After the second suspension, failure to achieve minimum academic standards will result in the student being dismissed from the University with no further opportunity to enroll at the undergraduate level. Students may appeal dismissal to the University Senate Student Academic Standards Committee.

Suspension and dismissal are permanently recorded on the student’s transcript.

**Current Practice Based on Policy**

- Student requests reinstatement directly to the college/school/unit in which he/she wishes to return.
- Reinstatement request is reviewed by the college/school/unit dean or representative.
- Each college/school/unit determines reinstatement with or without stipulations or a corrective plan of action.
- Each college/school/unit determines length of time student is to separate from the Institution following suspension (some areas consider the summer a term, while others do not).
- Students not reinstated by one college/school/unit will often seek reinstatement from another area in hopes of being able to return; there is not a central point of contact to eliminate this from happening.
- Reinstatement application is not an electronic process.
- Reinstatement and readmission processes are not connected together; often causing confusion for students.
- Students able to seek reinstatement twice before dismissal from the Institution.

**Proposed Policy**

**Undergraduate Probation, Suspension, and Dismissal Policy**

Students at the University of North Dakota are expected to make progress toward attaining their degrees. Students who have earned fewer than 90 total hours will be considered in Good Academic Standing if they maintain a UND Grade Point Average (GPA) of C (2.00) or higher. Students who have earned 90 or more total hours will be in Good Academic Standing only with a 2.00 or higher GPA on both UND and cumulative hours. Students who do not maintain minimum academic requirements will, at the end of the fall, spring, or summer term in which they fail to meet minimum standards, be placed on Academic Probation. Students on Academic Probation may remove this status by attaining Academic Good Standing. Students will be continued on Academic Probation if they earn at least a 2.00 term GPA at the end of the semester of probation. A student on Academic Probation who earns less than a 2.00 term GPA at the end of the semester of probation is considered not to be making academic progress and will be suspended. NOTE: It is possible to be in Good Academic Standing at the University, and, yet not to be in Good Academic Standing in certain University programs which require a GPA higher than 2.00.
Suspended students may apply to return to the University after one semester’s absence. In order to return to UND, all suspended students must seek reinstatement from the Dean of the college in which they intend to enroll and readmission from the Office of the Registrar. Deans may specify enrollment stipulations at the time of reinstatement. The student will return to UND on probationary status. Under extenuating circumstances suspended students may seek immediate reinstatement from their Dean without leaving the University for one academic semester. If the Dean does not reinstate the student after suspension, the student may appeal to the University Senate Student Academic Standards Committee. Students are eligible to request reinstatement from suspension once during the duration of their undergraduate career at the University.

After the first suspension, failure to achieve minimum academic standards will result in the student being dismissed from the University with no further opportunity to enroll at the undergraduate level. Students may appeal dismissal to the University Senate Student Academic Standards Committee. Students are eligible to request reinstatement from dismissal once during the duration of their undergraduate career at the University.

Suspension and dismissal are permanently recorded on the student’s transcript.

Proposed Procedures

The current policy remains as is, with the exception of the statement included in red. What would change considerably, are the reinstatement procedures put in place following a suspension or dismissal.

Following Probation

✓ Student placed on academic probation following the semester in which the cumulative GPA falls below a 2.0
✓ Success Coach and Advisor holds placed on student’s record (probation hold and advising hold; holds removed once meetings take place)
✓ Student required to meet with a Success Coach in Student Academic Services by 5th week of the semester following being placed on academic probation
✓ Student required to meet with an academic advisor after 8th week of the semester following being placed on academic probation (prior to registration for subsequent semester)
✓ Student required to develop a success plan with Success Coach
✓ Student to review outcomes of success plan with college/school academic advisor
✓ Student eligible to continue on probation as long as term GPA is 2.0 or higher

Following Suspension

✓ Term and cumulative GPA fall below a 2.0
✓ Not eligible for readmission for one (1) term following suspension (summer not considered a term; if student is suspended following spring semester, not eligible to return in the fall – may request reinstatement for spring semester unless requesting immediate reinstatement)
✓ Student allowed only one (1) suspension in his/her life at the Institution

Reinstatement Process

✓ Move to an electronic application process
✓ All applications are submitted to the Student Success Center and distributed according to the requested major – point person established in the Student Success Center to manage process
✓ Applications sent to the Dean of Students Office for review and recommendation
✓ After review from Dean of Students Office has been completed, application is sent to the appropriate college/school/unit for review and recommendation
✓ Recommendation sent back to the Student Success Center for follow-up with the student

**Immediate Reinstatement Process**
✓ Application for Reinstatement (online process)
  o Documented extenuating circumstances
  o Plan of action/success plan created in cooperation with Success Coach or academic advisor in the college/school/unit
  o Letter of recommendation
✓ Follow reinstatement process as outlined above
✓ Clear deadlines for requesting immediate reinstatement (Monday prior to term beginning) – no exceptions
✓ Readmitted on probation

**Reinstatement Following Term Away**
✓ Application for Reinstatement and application for Readmission combined (online process)
  o Documented circumstances that led to suspension
  o Plan of action/success plan
  o Letter of recommendation
✓ Success Coach and academic advisor holds placed on student's record (holds removed once meetings take place; probation hold and advising hold)
✓ Student required to meet with a Success Coach in Student Academic Services by 5th week of the semester following being placed on academic probation
✓ Student required to meet with an academic advisor after 8th week of the semester following being placed on academic probation (prior to registration for subsequent semester)
✓ Student required to develop a success plan with Success Coach
✓ Student to review outcomes of success plan with college/school/unit academic advisor
✓ Must obtain 2.0 or higher term GPA
✓ Readmitted on probation
✓ Clear deadline to request reinstatement – 30 days prior to the beginning of the term in which the student wishes to re-enter

**Dismissal**
✓ Conditions occur for a 2nd suspension; however, instead of a 2nd suspension, the student is dismissed
✓ Permanent removal from UND unless successful appeal
✓ If the appeal is denied or the student chooses not to appeal, the student is eligible to return under the grade forgiveness policy after seven (7) years away from the Institution
✓ Appeal is made to the University Senate Student Academic Standards Committee
✓ Eligible to appeal based on immediate reinstatement process or reinstatement following term away process as outlined above

Needs
✓ Creation of an online application for reinstatement/readmission (combined form)
✓ Creation of an online form for immediate reinstatement requests
✓ Process to move application and immediate reinstatement forms through to appropriate areas for review; identified point person in Student Academic Services, Dean of Students Office, Registrar’s Office, and college/school/unit
✓ Probation and academic advisor holds placed/removed on each semester – involvement with advisors in the college/school/unit
✓ All colleges/schools/unit to follow new policy/procedures
✓ Policy approval process – SEM, Student Admissions and Policy Committee, and University Senate
✓ Communication plan for advisors
✓ Training for advisors
✓ Communication plan for students
✓ Success Plan to be placed in Starfish
✓ Establish a suspension/dismissal designation to allow a student to transfer to another institution
✓ Policy and procedure language to change
✓ Process to grandfather current/returning students into new policy

Implementation Timeline
✓ Approval from Strategic Enrollment Management Committee – Summer/Fall 2015
✓ Policy changes brought forward to Student Admissions and Policy Committee – Fall 2015
✓ Policy changes brought forward to University Senate – Fall 2015
✓ New policy and procedures included in 2016 academic catalog – Spring 2016
✓ New policy in place – Summer 2016

There are actions that are important to monitor outside the probation process. The following are items that would not be incorporated in the probation, suspension, reinstatement process, but would be monitored as part of the retention initiatives plan at the University.

Intervention Outside of Probation Process
✓ Students who have less than a 2.0 term GPA, but cumulative GPA is above a 2.0
✓ Students who have two or more withdrawals (W) in a term