

ADVISING LEADERSHIP TEAM MEETING

Wednesday, June 5, 2019
BPA 134 CONFERENCE ROOM
2:30 pm – 4:00 pm

Present:

Jennifer McCune, Belen Mendiola, Liora Gubkin, Lisa Zuzarte, Mark Evans, Melisa Medina Cruz, Tanya Boone-Holladay, Todd McBride, Vikash Lakhani, Yvette Morones, Kathleen Knutzen (Invitee), Marta Ruiz (Admin Support)

Absent: Lori Paris

Action Items:

J. McCune – Will draft documents for Vernon Harper.

DISCUSSION: Withdrawal Policies

K. Knutzen- Presented a handout with different topics, thinks this is the appropriate group to work to develop and tighten up the language on these policies so they can be revised and taken back to the Senate in fall 2019.

- Stricter Enforcement of Drop Rules

Students are permitted to withdraw from classes after Census Day when it should only be allowed for a serious and compelling reason.

Students are withdrawing from classes during week twelve through the end of the term.

Recommendation: Follow the policy at the department, dean and EM level.

- o All schools should determine where they will require the withdrawal of all courses or will allow the withdrawal of just one course.
- o Need to define what is a serious and compelling reason is.

- Retroactive Withdrawal

Students want to drop all courses in the semester within the last year, the reason is clearly to raise their GPA.

Recommendation: Needs a clear policy, it is currently being used to raise GPA.

- o All schools should determine whether they will require the withdrawal of all courses or will allow the withdrawal of just one course.
- o This policy needs to be rewritten, this is the only thing we have in the catalog and it refers to a course. It does not talk about the whole process. We need a Retroactive Withdrawal of the Term.

- Withdrawal from the Term Policy – No recommendation

- Medical Withdrawal

Students do not submit it on the Medical Withdrawal form, they do not understand the process. Withdrawal of one course can be accepted when the Medical Withdrawal is coming from the medical healthcare provider stating the student has diagnosed high anxiety and we need to reduce one course so the student can perform in the other course.

T. Boone-Holladay -We need to make a distinction on a Medical Withdrawal and Retroactive Medical Withdrawal.

L. Zuzarte – We have different statements in different parts of the catalog; we need to synchronize it.

- We need to look at the Withdrawal Processing and ensure that we are using the WM for Medical or WE for Extenuating Circumstances appropriately, as these attributes determine student finance refunds and counts/no counts towards total withdrawal units.

Recommendation:

