

Policy: **Undergraduate Academic Standing Committee Composition & Procedures**

Policy Developer(s): **Academic Success Center**

Origination Date: April 7, 2021

Last Review Date: NA

Committee Purpose - To have a fair and consistent process to determine students' academic standing ensuring appropriate committee representation and a standardized appeals process.

Scope - The work of the Academic Standing Committee pertains to full-time and part-time undergraduate matriculated students.

Reporting Lines - The Academic Standing Committee will report to the Deans of Academic Colleges.

Membership - An assistant/associate dean from Boler College and each CAS School, an academic success representative from each college, Student Enrollment and Financial Services representative, Student Affairs representative from the Care Team.

Chair - An assistant/associate dean from Boler College or a CAS School on an annual academic year rotation serving from September 1 to August 31.

Academic Sanctions - Academic sanctions and appeals will be determined as defined in the JCU Undergraduate Bulletin

Appeals Process - Appeals will be made to the Chair of the Academic Standing Committee. Appeals will be considered by the Chair and the Academic College Deans.

Meeting Times - The committee will meet as soon as possible after each terms' final grades are posted, normally within two to three business days. Committee may reconvene on an as needed basis.

Student Notification - Students will be notified of an academic sanction within three business days of determination. Communication will be by email and letter for suspension and dismissal. Students will be notified via email for academic warning and probation.

Cross references - Applicable Undergraduate Bulletin