MEMORANDUM

DATE: May 13, 2020
TO: Vernon Harper / Provost and Vice President for Academic Affairs
FROM: Debra Jackson / Interim AVP for Academic Affairs, Dean of Academic Programs
CC: Dwayne Cantrell / AVP for Enrollment Management
RE: Academic Standings Processing for Spring 2020

In accord with Executive Order 1038, any undergraduate student with a CSUB GPA or overall GPA falling below 2.00 is placed on Academic Probation. Students on Academic Probation have a registration hold placed on their account requiring them to participate in an Academic Intervention Program. Additionally, students on Academic Probation are subject to Academic Disqualification when their CSUB GPA or overall GPA drops below the following limits:

a. As a freshman, the student falls below a grade point average of 1.50 in all units attempted or in all units attempted at the campus where enrolled.

b. As a sophomore, the student falls below a grade point average of 1.700 in all units attempted or in all units attempted at the campus where enrolled.

c. As a junior, the student falls below a grade point average of 1.85 in all units attempted or in all units attempted at the campus where enrolled.

d. As a senior, the student falls below a grade point average of 1.95 in all units attempted or in all units attempted at the campus where enrolled.

Given potential negative impact of COVID-19 on student academic performance, I respectfully ask that our campus consider the temporary alteration of the academic disqualification process such that any student who would normally be subject to academic disqualification at the end of Spring 2020 be automatically granted the status of academic reinstatement.
Thank you for your questions regarding Academic Standings. Please see my replies to your questions below.

1. **Does disqualification only apply to a student’s first semester at CSUB?**

   No. A student is subject to Academic Disqualification when he/she/they are on Academic Probation and their CSUB GPA or overall GPA drops below the following limits:
   - a. As a freshman, the student falls below a grade point average of 1.50 in all units attempted or in all units attempted at the campus where enrolled.
   - b. As a sophomore, the student falls below a grade point average of 1.700 in all units attempted or in all units attempted at the campus where enrolled.
   - c. As a junior, the student falls below a grade point average of 1.85 in all units attempted or in all units attempted at the campus where enrolled.
   - d. As a senior, the student falls below a grade point average of 1.95 in all units attempted or in all units attempted at the campus where enrolled.

   Students on Academic Jeopardy are Academically Disqualified when their CSUB GPA or overall GPA drops below these limits. Students on Academic Jeopardy are subject to immediate Disqualification and deregistration when they fail to meet the requirements set forth in their Academic Intervention Contract.

2. **What are the typical reinstatement requirements for disqualification? For academic jeopardy?**

   When a student has been academically disqualified from the university, he/she/they may petition for readmission. Students disqualified for academic reasons are considered for readmission only when they have satisfied one of the following conditions:
   1. For students who were lower-division (completed fewer than 60 semester units):
      - a. completed college work elsewhere or in CSUB Extended Education, and brought their total college work completed to 60 or more semester units with
an overall grade point average of “C” (2.0) or better, with recent work clearly indicating capability of performing college work with above average achievement, or
b. attained at least a “B” (3.0) average in not less than 9 academically rigorous semester units.

2. For students who were upper-division (completed 60 semester units or more):
   a. earned college credit in academically rigorous courses elsewhere or in CSUB Extended Education and attained at least a “B” (3.0) average in not less than 6 academically rigorous semester units, or
   b. remained absent from the university for at least one year, during which time they have remedied the conditions that contributed to their academic difficulty.

Students who have satisfied one of these conditions will be considered for readmission only after filing a regular application for re-entry and furnishing transcripts of all college work taken since disqualification. Readmission is not automatic; each applicant is considered on an individual basis.

Students who have been academically disqualified may also appeal their academic standing. Per RES 181915, “The petition should describe the impact of any medical conditions, or other extenuating circumstances, on the student’s previous unsatisfactory academic performance. The petition should also include a statement on how the student’s circumstances have changed such that there is a reasonable expectation that the student will be academically successful in the future.”

3. If students’ disqualification is suspended, are they automatically reinstated?

When a student’s petition for readmission is approved, his/her/their academic standing is changed to “academic reinstatement.” If the student has been away from the university for more than two academic terms, he/she/they must reapply to the university.

If CSUB chooses to temporarily suspend the academic disqualification process for Spring 2020, there are three options for how this may affect the students’ standing: a student who would have been academically disqualified can have his/her/their standing changed to “academic probation,” “academic jeopardy,” or “academic reinstatement.” The first option continues the student’s academic probation status. The second option continues the student’s academic probation status and reflects that he/she/they completed the requirements for the academic jeopardy program. The third option reflects that the student was academically disqualified but granted readmission.

4. If a student’s disqualification is suspended, will students still have to attend workshops, and/or other intervention meetings/courses to address academic jeopardy and/or academic probation?

Students on Academic Probation have a registration hold placed on their account and must attend an Academic Standing workshop to have that hold removed.

Students on Academic Probation may qualify for the Academic Jeopardy program by attending two student success workshops or one student success workshop and one tutoring session during the term. If they complete these requirements and end up being
academically disqualified, they are “saved” and allowed to attend an additional term. Participation in this program is allowed only once.

5. **Students don't get into this situation in one semester.** Will students, especially juniors and seniors, who were disqualified, be able to take enough courses to achieve grades to meet GPA graduation requirements? Refer to memo items c and d.

Yes. Students who are readmitted are advised to repeat courses to improve their GPA.

6. **What is the strategy to fix the reason why students disqualified?** We cannot simply reinstate students and not do anything about what got them in the situation in the first place.

CSUB does not currently have an intervention plan for students who have been readmitted after academic disqualification. Such a plan would be of great benefit to all students who face academic probation as well as academic disqualification, not just during the COVID-19 crisis, but normally.

I have been working on a research project for the past year to better understand the underlying causes of academic probation with Rabia Sohail, a part-time faculty member and recent graduate of CSUB’s DPEL program. After analyzing three years of student petitions for readmission after academic disqualification (n=542), we found that students perceive external factors (e.g. work-related, finances-related, and friends/family/community-related, as well as school-related issues or technology-related issues) to be more often responsible for the academic probation as compared to internal factors (e.g. self-concept, health issues, learning disabilities, inability to master the course material effort, as well as motivation, values, and intentions): 64% vs. 36%. This suggests that CSUB’s current interventions (i.e. student success workshops) should be supplemented with other interventions that address the unmet needs of our students. Our next step in this project is to research best practices for meeting these needs to present to the campus for possible adoption.

For your reference, I asked the AVPs for Academic Affairs from other CSU campuses how they were handling academic disqualification for Spring 2020. Fourteen campuses replied to my inquiry: Chico, Dominguez Hills, East Bay, Fresno, Fullerton, Long Beach, Los Angeles, Monterey Bay, Northridge, Sacramento, San Jose, San Marcos, Sonoma, Stanislaus. All said that they were suspending academic disqualifications for the Spring 2020 term due to COVID-19.