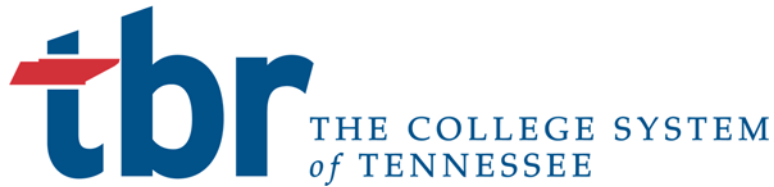


**PRESIDENTS QUARTERLY MEETING AND
LEGISLATIVE SUMMIT**

**Monday, August 6, 2018 - 2:00 pm CT
TBR Central Office – 1st Floor Board Room**

Legislative Summit Lead by Regent Tom Griscom

1. Welcome and Ice-Breaker Activity
2. Opening Dialogue – “Why are we here?” “What is important to you?” “What do you hope to get out of this?”
3. Survey Review/Breakdown
4. Map of Outreach
5. Issue Examples and Legislative Narratives: Dual Enrollment, EMT, Mechatronics, Reverse Transfer A.A.S. for TCATs
6. Tools to Help: tracking system, list serv/“call to action” plan, campus points of contact, social media, legislative event planning and protocol, “Day on the Hill”
7. Thoughts for the Future



**PRESIDENTS QUARTERLY MEETING
and Days Events
Tuesday, August 7, 2018**

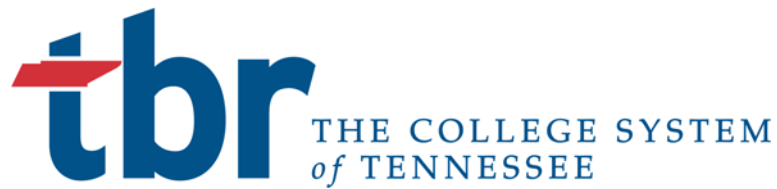
Community College Presidents Breakfast at the Governor's Residence – 7:15 am CT
(details coming soon)

TCAT Presidents Breakout Session 8:30 am CT - TBR Office 1st Floor Conference Room

1. DOE Promoted Industry Certification to Technical College Articulation Matrix Update - Tachaka Hollins
2. TCAT CIP Code and Program Alignment Update - Tachaka Hollins
3. BANNER Update – Chelle Travis
4. Everfi – Myra West and Heidi Leming
5. CFI – Myra West and Danny Gibbs
6. Safety and Security for Barracuda Door Locks – Lynn Goodman and Angie Flynn

Presidents Quarterly Meeting 9:15 am CT - TBR Office 1st Floor Conference Room

1. Welcome – Chancellor Tydings
2. Legislative Proposals – Kim McCormick
3. Policy 2:08:20:00 - TBR System Faculty & Academic Staff Abroad – Heidi Leming (attachment)



4. Policy 2:08:30:00 - Delivery of Services to International Students and Faculty – Heidi Leming (attachment)
5. Policy 2:03:01:01 - Undergraduate Academic Retention & GPA Standards – Heidi Leming (attachment)
6. Internal Audit Updates – Mike Batson
7. e-Textbook Initiative – Randy Schulte
8. Business and Finance Updates – Danny Gibbs
9. Professional Development Training Opportunity for Presidents and Update on the History of TN Higher Education - Rich Rhoda
10. Selection of Off Campus Locations for Events – Mary Moody
11. Other Business

Community College Presidents Breakout Session (immediately following joint meeting) TBR Conference Rooms 341,343,344

1. SACS COC Request for Data Points from the Community Colleges – Karen Bowyer (attachment)
2. Presidents Athletic Counsel – Mary Moody and Chris Parker, CEO - NJCAA
3. Other Business

2 – Academic Policies

2:08:20:00

Name: TBR System Faculty & Academic Staff Abroad

Purpose

The Tennessee Board of Regents will support faculty and academic staff in developing global competence and engagement in international education programs or courses.

Applies To Community Colleges; Colleges of Applied Technology

Definitions:

Policy

The institutions of the TBR System recognize the value of faculty and academic staff developing global competence and as such extend the Tennessee liability coverage to faculty and staff engaging in international education programs or courses to the extent that it is applicable in foreign jurisdictions. These institutions encourage and support activities abroad for professional development, teaching, research, and service with the host countries. The TBR recognizes that these activities vary not only in purpose, but also in duration, type of arrangement with the host country, responsibilities to the home institution, and funding source. Despite these considerable variations, certain overall principles and policy apply.

Source

Board Meeting March 26, 2009.

Exhibits

1

Procedures

I. The Responsibilities of the Faculty and Academic Staff

- A. Faculty and academic staff abroad must adhere to the following:

1. Policies - Are governed by the same policies that define faculty and academic staff rights and responsibilities on the home campus.
2. Compliance with the Law/Awareness of Customs - Must act in accordance with the laws of the host country, and should make themselves aware of the local customs.
3. Deliver Value - Must be willing, upon return to the home campus, to provide the broadest value to the institution of the time spent abroad.
4. Adherence to Guidelines - Engaged in faculty exchanges must be familiar with **TBR Guideline A-051** Faculty Exchange.
5. Contracting Requirements- Faculty and staff shall adhere to all applicable contracting requirements, including appropriate contract approval and legal review.

II. The Responsibilities of the Institution and the System

- A. Orientation - The institution, also known as the home institution, must provide orientation and training for faculty or academic staff with international program responsibilities abroad.
- B. Academic Freedom - The home institution must seek to extend the same rights, responsibilities, and protections of academic freedom that apply on the home campus. Institutions shall, however, inform faculty that the host institution has the right to determine the ultimate parameters of academic freedom involving that faculty member's presence on the host campus, including the classroom.
- C. Incentives to Pursue and Accept Assignments Abroad - The TBR and its institutions must consider ways to provide incentives for faculty and academic staff to accept professional assignments abroad. Such measures may include, but are not limited to, policies on retirement and fringe benefits; replacement of instruction for academic departments when faculty are on international assignment; and consideration of international activities during tenure and promotion evaluations.

III. Host Country Considerations

- A. To promote the free exchange of ideas and knowledge, there shall be no restrictions placed on the destinations of faculty or academic staff who engage in legitimate research

or teaching, participate in technical assistance projects, consulting, or academic conferences, or engage in similar activities appropriate to their professional development with the exception of nations where the U. S. Department of State currently advises against travel or tourism by Americans.

2 – Academic Policies

2:08:30:00

Name: ~~Admission and Delivery of Services to International Students and the Employment and Delivery of Services to International Faculty and Staff at TBR Institutions~~ Delivery of Services to International Students and Faculty

Purpose

The Tennessee Board of Regents will support the unique needs of international students and international faculty at TBR institutions.

Applies To Community Colleges; Colleges of Applied Technology

Definitions:

Policy

The Tennessee Board of Regents encourages its constituent institutions to receive international students and faculty into their communities in order to strengthen and expand the global academic market of ideas and knowledge. The TBR recognizes that international students and scholars have legitimate special needs, many of which are imposed by federal immigration laws and others which are ethical responsibilities.

In general, TBR institutions, which have international students, faculty, or academic staff, shall provide trained personnel to deliver services required by law and not discriminate against any international student, faculty, or academic staff member on the basis of national origin.

Source

Board Meeting March 26, 2009; TBR Board Meeting December 2, 2010.

Exhibits

1

Procedures

- I. Recruitment and Admission of Students
 - A. TBR institutions that choose to contract with any organization, agency, or agent which recruits international students on a per capita fee basis must either use agents vetted through a recognized professional group or base the payment of recruitment fees upon a successful matriculation outcome.

B. TBR institutions will accept international students for admission to their programs according to TBR Policy 2:01:00:00, established academic criteria and such other requirements as the U.S. Department of Homeland Security may impose upon non-immigrant foreign nationals, excluding from such decisions any economic benefit, which may accrue, to the institution or the system.

C. Admission Standards

1. All TBR institutions will seek reasonable and appropriate consistency in determining admissions standards for degree-seeking students, including use of the TOEFL (Test of English as a Foreign Language) or IELTS (International English Language Testing System) scores, transfer credit policies, transcript evaluation, recognition of degrees from foreign institutions, and the like, recognizing that differential policies in such areas may damage the academic credibility of the TBR System.

D. Student Financial Matters

1. All TBR institutions will establish reasonable and appropriate consistency in determining procedures for tuition payment, acceptance deposits, and other financial matters, taking into account the logistical constraints, which may be posed by international currency transfers.

E. Student Discipline

1. All TBR institutions shall inform international students regarding the student conduct and disciplinary policies.
2. The customs of the international student's home country shall not, in most instances, be a defense to violations of student conduct and discipline policies.

II. Academic Support and Other Services

A. Orientation

1. Institutions that receive international students must provide an orientation program that specifically addresses the particular needs of those individuals.

B. Health Insurance

1. Every international student will enroll in annual health insurance coverage contracted by the TBR, unless a waiver is granted for comparable or superior coverage.
2. The premium for such insurance will be added to the student's regular institutional billing for tuition, fees, and services.
3. Institutions must inform international students of all required immunizations at time of admission.

C. Student Privacy and Foreign Students

1. The Federal Educational Rights and Privacy Act (FERPA) permits institutions to comply with information requests from the Department of Homeland Security (DHS) and its Immigration and Customs Enforcement Bureau (ICE) in order to comply with the requirements of the Student and Exchange Visitor Information System (SEVIS).

D. English Proficiency

1. An offer of admission for a degree-seeking student must not be made when it has been verified that a student does not have adequate English proficiency for the individual institution.
2. Postponement of admission pending improvement of English skills is preferable to failure or delays in time to degree due to language deficits.
 - a. Any TBR institution that conditionally admits students with English proficiency performance below established standards must provide either an appropriate, professionally staffed ESL program or provide access to such a program to remedy such deficiencies.
 1. Students will pay fees for such programs, if not otherwise provided by standard institutional tuition.
 2. Institutions should establish mandatory standard proficiency levels which are expected in order for students conditionally admitted due to language deficiencies to achieve unconditional admission.

E. Academic and Logistical Accommodation of Foreign Students

1. TBR institutions must provide international students with fair and reasonable access to classes, ~~housing~~, and other programs and services, recognizing that normal domestic deadlines and procedures for their delivery may require modification in order to accommodate the extended timeframe often created by the international admissions process.

2 – Academic Policies

2:08:30:00

Name: Delivery of Services to International Students and Faculty

Purpose

The Tennessee Board of Regents will support the unique needs of international students and international faculty at TBR institutions.

Applies To Community Colleges; Colleges of Applied Technology

Definitions:

Policy

The Tennessee Board of Regents encourages its constituent institutions to receive international students and faculty into their communities in order to strengthen and expand the global academic market of ideas and knowledge. The TBR recognizes that international students and scholars have legitimate special needs, many of which are imposed by federal immigration laws and others which are ethical responsibilities.

In general, TBR institutions, which have international students, faculty, or academic staff, shall provide trained personnel to deliver services required by law and not discriminate against any international student, faculty, or academic staff member on the basis of national origin.

Source

Board Meeting March 26, 2009; TBR Board Meeting December 2, 2010.

Exhibits

1

Procedures

- I. Recruitment and Admission of Students
 - A. TBR institutions that choose to contract with any organization, agency, or agent which recruits international students on a per capita fee basis must either use agents vetted through a recognized professional group or base the payment of recruitment fees upon a successful matriculation outcome.

B. TBR institutions will accept international students for admission to their programs according to TBR Policy 2:01:00:00, established academic criteria and such other requirements as the U.S. Department of Homeland Security may impose upon non-immigrant foreign nationals, excluding from such decisions any economic benefit, which may accrue, to the institution or the system.

C. Admission Standards

1. All TBR institutions will seek reasonable and appropriate consistency in determining admissions standards for degree-seeking students, including use of the TOEFL (Test of English as a Foreign Language) or IELTS (International English Language Testing System) scores, transfer credit policies, transcript evaluation, recognition of degrees from foreign institutions, and the like, recognizing that differential policies in such areas may damage the academic credibility of the TBR System.

D. Student Financial Matters

1. All TBR institutions will establish reasonable and appropriate consistency in determining procedures for tuition payment, acceptance deposits, and other financial matters, taking into account the logistical constraints, which may be posed by international currency transfers.

E. Student Discipline

1. All TBR institutions shall inform international students regarding the student conduct and disciplinary policies.
2. The customs of the international student's home country shall not, in most instances, be a defense to violations of student conduct and discipline policies.

II. Academic Support and Other Services

A. Orientation

1. Institutions that receive international students must provide an orientation program that specifically addresses the particular needs of those individuals.

B. Health Insurance

1. Every international student will enroll in annual health insurance coverage contracted by the TBR, unless a waiver is granted for comparable or superior coverage.
2. The premium for such insurance will be added to the student's regular institutional billing for tuition, fees, and services.
3. Institutions must inform international students of all required immunizations at time of admission.

C. Student Privacy and Foreign Students

1. The Federal Educational Rights and Privacy Act (FERPA) permits institutions to comply with information requests from the Department of Homeland Security (DHS) and its Immigration and Customs Enforcement Bureau (ICE) in order to comply with the requirements of the Student and Exchange Visitor Information System (SEVIS).

D. English Proficiency

1. An offer of admission for a degree-seeking student must not be made when it has been verified that a student does not have adequate English proficiency for the individual institution.
2. Postponement of admission pending improvement of English skills is preferable to failure or delays in time to degree due to language deficits.
 - a. Any TBR institution that conditionally admits students with English proficiency performance below established standards must provide either an appropriate, professionally staffed ESL program or provide access to such a program to remedy such deficiencies.
 1. Students will pay fees for such programs, if not otherwise provided by standard institutional tuition.
 2. Institutions should establish mandatory standard proficiency levels which are expected in order for students conditionally admitted due to language deficiencies to achieve unconditional admission.

E. Academic and Logistical Accommodation of Foreign Students

1. TBR institutions must provide international students with fair and reasonable access to classes, and other programs and services, recognizing that normal domestic deadlines and procedures for their delivery may require modification in order to accommodate the extended timeframe often created by the international admissions process.

2 – Academic Policies

2:03:01:01

Name: Undergraduate Academic Retention & GPA Standards

Purpose

The Tennessee Board of Regents will establish minimum criteria for undergraduate academic retention standards at the institutions under the governance of the Tennessee Board of Regents.

Applies To Community Colleges

Definitions:

Policy

This policy establishes minimum criteria for undergraduate academic retention standards at the universities and community colleges under the governance of the Tennessee Board of Regents.

Source

TBR Meetings, June 24, 1977; March 20, 1981; September 30, 1983; June 24, 1988; September 20, 1991; March 15, 2002; Board Meeting June 20, 2014; Revised at Board Meeting, March 31, 2017.

Exhibits

1

Procedures

I. Establishment of Criteria

- A. Each institution will develop specific criteria, in compliance with this policy, to be implemented and enforced as the undergraduate academic retention standards of the institution.
- B. Initial institutional standards and all subsequent revisions will be submitted to the Chancellor for review and approval.
- C. The approved undergraduate academic retention standards of the institution are to be clearly expressed in the catalog, uniformly applied to all students, and promptly enforced at the close of each semester.

II. GradeQuality-Point System

- A. The following quality-grade point system is to be used in determining averages:
1. For each credit hour of A: 4 quality-grade points.
 2. For each credit hour of B: 3 quality-grade points.
 3. For each credit hour of C: 2 quality-grade points.
 4. For each credit hour of D: 1 quality-grade point.
 5. For each credit hour of F: 0 quality-grade points.
- B. The quality-grade point average is determined by dividing the total number of quality-grade points earned by the total number of credit hours which the student attempted except for credit hours in courses from which the student withdraws in good standing (see Drop and Withdrawal Standards) or for courses in which the student receives grades such as pass/fail and which are not considered when determining the QPAGPA.
- C. If an institution elects to award grades which are not considered in computing the QPAGPA, it must describe these in the catalog or bulletin and explain the application of such grades.
- D. In addition, it must provide a statement within the catalog which limits the number of hours of such grades per semester and the maximum number of such hours a student may receive in toto.
- E. Finally, a single student transcript will include term and cumulative QPAGPA calculations which ensure that all TBR institutions treat learning support remedial/developmental hours alike in calculating QPAGPA. The transcript will include the following:
1. A QPAGPA comprised only of hours taken in courses numbered college level courses 1000 and above 100 and above ("college only" QPAGPA) and
 2. A QPAGPA comprised of hours taken in courses numbered 100 and above college level courses 1000 and above and hours taken in Remedial/Developmental learning support courses ("combined" QPAGPA).
- F. The following uses are based on each calculation:

1. The "college only" QPAGPA will be used in calculating the required QPAGPA for graduation.
 2. The "college only" QPAGPA will be used in determining graduation honors.
 3. The "college only" QPAGPA will be used in determining term honors.
 4. The "combined" QPAGPA will be used in determining suspension and probation.
 5. The "combined" QPAGPA will be used in determining financial aid eligibility.
 6. The "combined" QPAGPA will be used in determining athletic eligibility.
- G. For the purpose of increasing mastery in a course when such is necessary for successful performance in a subsequent course or for the purpose of increasing the quality-grade point average (and only for these purposes) institutions may permit students to repeat courses in which their final grades are C or lower.
- H. Thus, in computing the quality-grade point average, the question of how to count repeat courses must be specifically addressed in the catalog or bulletin of each institution, and courses may not be repeated more than twice (three attempts) unless the grades in the third and subsequent attempts are used in calculating the quality point average.
- I. Students may be permitted to repeat a course in which a grade of B or higher was earned only with the approval of the chief academic officer as an exception to this policy.

III. Retention Standards

A. — Universities

- ~~1. — The minimum quality point average required to achieve the baccalaureate degree is 2.0.~~
- ~~2. — In addition, a student who fails during any term to attain a cumulative QPAGPA at or above the level indicated below for the credit hours attempted will be placed on academic probation for the subsequent term.~~
- ~~3. — Required Semester System Cumulative Hours Attempted QPAGPA~~
 - ~~a. — 14 and under No minimum~~
 - ~~b. — 15-29 hours attempted 1.4~~
 - ~~c. — 30-50 hours attempted 1.7~~

d. ~~51-67 hours attempted~~ 1.9

e. ~~above 67~~ 2.0

B.A. Community Colleges

1. The minimum quality point average required to achieve the associate degree is 2.0.
2. In addition, a student who fails during any term to attain a cumulative QPAGPA at or above the level indicated below for the credit hours attempted will be placed on academic probation for the subsequent term.
3. Required Semester System Cumulative Hours Attempted QPAGPA
 - a. 0-14 No minimum
 - b. 14.1 - 26.0 1.0
 - c. 26.1 - 40.0 1.4
 - d. 40.1 - 48.0 1.7
 - e. 48.1 - 56.0 1.9
 - f. 56.1 - and above 2.0
4. At the end of the next term of enrollment, a student on academic probation who has failed to attain either the above cumulative standard or a 2.0 QPAGPA for that term will be suspended for a minimum of one term. The summer term may not be counted as the term of suspension, unless institutional policies provide for multiple term suspension.
5. Each institution may develop specific readmission policies to enable the suspended student to appeal for readmission.
6. The policies shall be based on factors of extenuating circumstances and hardship.

IV. Minimum Criteria for Institutional Academic Fresh Start Policies

- A. "Academic Fresh Start" is a plan of academic forgiveness which allows undergraduate students who have experienced academic difficulty to make a clean start upon returning to college after an extended absence.

- B. The Academic Fresh Start allows eligible students to resume study without being penalized for his/her past unsatisfactory scholarship and signals the initiation of a new [QPAGPA](#)/GPA to be used for determining academic standing.
- C. Readmitted students who were formally enrolled in the institution as well as transfer students who meet institutional requirements for admission and who have been separated from all institutions of higher education for a minimum of four (4) years are eligible for the Fresh Start.
- D. Institutional policies governing the readmission of former students and admission of transfer students must be in compliance with TBR policy 2:03:00:00 Admissions.
- E. This policy requires that the "transfer applicant's grade point average on transferable courses must be at least equal to that which the institution requires for the readmission of its own students.
- F. Applicants who do not meet the institution's standards may be admitted on scholastic probation or other appropriate condition. (2:03:00:00 Section II.B.3.)
- G. Each institution may establish an Academic Fresh Start provision which must meet the following minimum criteria:
 - 1. Student Requirements
 - a. Separation from all collegiate institutions for at least four (4) years.
 - b. Anytime after the readmission or admission as a degree-seeking student, file a formal application to the office as defined by the institution's catalog requesting the Academic Fresh Start and describing an academic plan.
 - 2. Terms of the Academic Fresh Start
 - a. Once the student has satisfied the above requirements, the institution may grant the Academic Fresh Start. The student may be granted a Fresh Start only once.
 - b. The student's permanent record will remain a record of all work; however, courses taken and previously failed will be excluded from the calculation of the [QPA](#)/GPA. Courses with a D grade will also be excluded from the calculation when a grade of C or better is required in the student's current major. [QPAGPA](#),

GPA and credit hours will reflect courses for which passing grades were earned and retained.

1. Retained grades will be calculated in the Fresh Start [QPA/GPA](#).
 2. Courses with D or F grades must be repeated at the institution when they are required in the student's current major. All remaining courses for the current degree objectives must be completed at the institution. No transient credit will be accepted after invoking Academic Fresh Start.
 3. The application of retained credit toward degree requirements will be determined by the requirements currently in effect at the time the academic renewal status is conferred on the student. Specific program regulations must also be met.
 4. Previously satisfied and approved standardized test requirements will not be forfeited.
- c. Upon degree admission, Fresh Start applicants who did not satisfy approved standardized test requirements at the time of previous enrollment and whose academic plan includes completion of a college-level English or mathematics course must meet current approved standardized test requirements regarding enrollment in college English and mathematics courses.
 - d. The student's transcript will note that the Fresh Start was made and the date of the Fresh Start.
 - e. The student will apply for the Fresh Start with the understanding that all TBR institutions will honor a Fresh Start provision granted at another TBR institution. The student should also signify understanding that non-TBR institutions may not accept the [QPAGPA](#) as it is calculated with the Fresh Start.
 - f. This policy is independent of financial aid regulations. Financial aid requirements at the time of application will apply. Therefore, a Fresh Start applicant should check with his/her financial aid counselor for guidance.

V. Drop and Withdrawal Standards

A. After the official registration period is over, students may make adjustments in their schedule through the process of adding and/or dropping courses.

~~B. A student may drop or add a course by obtaining the approval of the appropriate administrators.~~

~~C.B.~~ The last date for students to add or drop a course without a penalty is to be clearly indicated and expressed in the catalog or bulletin of each institution.

C. After the last day to add or drop a class without a penalty, and not later than two-thirds into the part-of-term, a student may officially drop a course(s) or withdraw from the institution and receive a "W" or other appropriate symbol/grade.

1. When calculating two-thirds, calendar days shall be used, not just class or working days.

D. In general, such symbol/grade counts as no hours attempted.

1. Universities

~~a. After two thirds of the part of term is complete, a student may drop a course(s) or withdraw from the institution without a mandatory grade of "F" only after having established the existence of unavoidable circumstances.~~

~~b. In such cases, it is the responsibility of the appropriate university administrators or faculty to determine the grade the student is to receive, which could be an "F".~~

~~c. Statements describing this process will be clearly shown in the catalog or bulletin of the university.~~

2.1. Community Colleges

a. A student who ~~drops a course or withdraws~~ is withdrawn ~~from the community college~~ after two-thirds of the part-of-term is complete will receive a "W" or other appropriate symbol in the course or courses passing.

b. However, the student will receive a failing grade (usually denoted by an "F") in the course or courses failing unless it can be clearly demonstrated that an unusual condition or hardship exists.

- c. Each institution must develop institutional guidelines outlining specific types of conditions or hardships which will be considered as acceptable.
- E. Students who desire to drop a course (s) or withdraw from the institution before the established deadline must do so according to the published procedure defined by the institution.
- F. A student who does not officially drop or withdraw from a course, but receives a failing grade, will receive an "F" if their last day of attendance was not earlier than two-thirds into the part-of-term.
- G. A student who does not officially drop or withdraw from a course, but receives a failing grade, will receive an "FA" if their last day of attendance was earlier than two-thirds into the part-of-term. [The student will be considered as an unofficial withdrawal from the course.](#)

2 – Academic Policies

2:03:01:01

Name: Undergraduate Academic Retention & GPA Standards

Purpose

The Tennessee Board of Regents will establish minimum criteria for undergraduate academic retention standards at the institutions under the governance of the Tennessee Board of Regents.

Applies To Community Colleges

Definitions:

Policy

This policy establishes minimum criteria for undergraduate academic retention standards at the universities and community colleges under the governance of the Tennessee Board of Regents.

Source

TBR Meetings, June 24, 1977; March 20, 1981; September 30, 1983; June 24, 1988; September 20, 1991; March 15, 2002; Board Meeting June 20, 2014; Revised at Board Meeting, March 31, 2017.

Exhibits

1

Procedures

I. Establishment of Criteria

- A. Each institution will develop specific criteria, in compliance with this policy, to be implemented and enforced as the undergraduate academic retention standards of the institution.
- B. Initial institutional standards and all subsequent revisions will be submitted to the Chancellor for review and approval.
- C. The approved undergraduate academic retention standards of the institution are to be clearly expressed in the catalog, uniformly applied to all students, and promptly enforced at the close of each semester.

II. GradePoint System

- A. The following grade point system is to be used in determining averages:
 1. For each credit hour of A: 4 grade points.
 2. For each credit hour of B: 3 grade points.
 3. For each credit hour of C: 2 grade points.
 4. For each credit hour of D: 1 grade point.
 5. For each credit hour of F: 0 grade points.
- B. The grade point average is determined by dividing the total number of grade points earned by the total number of credit hours which the student attempted except for credit hours in courses from which the student withdraws in good standing (see Drop and Withdrawal Standards) or for courses in which the student receives grades such as pass/fail and which are not considered when determining the GPA.
- C. If an institution elects to award grades which are not considered in computing the GPA, it must describe these in the catalog or bulletin and explain the application of such grades.
- D. In addition, it must provide a statement within the catalog which limits the number of hours of such grades per semester and the maximum number of such hours a student may receive in toto.
- E. Finally, a single student transcript will include term and cumulative GPA calculations which ensure that all TBR institutions treat learning support hours alike in calculating GPA. The transcript will include the following:
 1. A GPA comprised only of hours taken in courses numbered college level courses 1000 and above ("college only" GPA) and
 2. A GPA comprised of hours taken in college level courses 1000 and above and hours taken in learning support courses ("combined" GPA).
- F. The following uses are based on each calculation:
 1. The "college only" GPA will be used in calculating the required GPA for graduation.
 2. The "college only" GPA will be used in determining graduation honors.

3. The "college only" GPA will be used in determining term honors.
 4. The "combined" GPA will be used in determining suspension and probation.
 5. The "combined" GPA will be used in determining financial aid eligibility.
 6. The "combined" GPA will be used in determining athletic eligibility.
- G. For the purpose of increasing mastery in a course when such is necessary for successful performance in a subsequent course or for the purpose of increasing the grade point average (and only for these purposes) institutions may permit students to repeat courses in which their final grades are C or lower.
- H. Thus, in computing the grade point average, the question of how to count repeat courses must be specifically addressed in the catalog or bulletin of each institution, and courses may not be repeated more than twice (three attempts) unless the grades in the third and subsequent attempts are used in calculating the quality point average.
- I. Students may be permitted to repeat a course in which a grade of B or higher was earned only with the approval of the chief academic officer as an exception to this policy.

III. Retention Standards

A. GPAGPACommunity Colleges

1. The minimum quality point average required to achieve the associate degree is 2.0.
2. In addition, a student who fails during any term to attain a cumulative GPA at or above the level indicated below for the credit hours attempted will be placed on academic probation for the subsequent term.
3. Required Semester System Cumulative Hours Attempted GPA
 - a. 0-14 No minimum
 - b. 14.1 - 26.0 1.0
 - c. 26.1 - 40.0 1.4
 - d. 40.1 - 48.0 1.7
 - e. 48.1 - 56.0 1.9
 - f. 56.1 - and above 2.0

4. At the end of the next term of enrollment, a student on academic probation who has failed to attain either the above cumulative standard or a 2.0 GPA for that term will be suspended for a minimum of one term. The summer term may not be counted as the term of suspension, unless institutional policies provide for multiple term suspension.
5. Each institution may develop specific readmission policies to enable the suspended student to appeal for readmission.
6. The policies shall be based on factors of extenuating circumstances and hardship.

IV. Minimum Criteria for Institutional Academic Fresh Start Policies

- A. "Academic Fresh Start" is a plan of academic forgiveness which allows undergraduate students who have experienced academic difficulty to make a clean start upon returning to college after an extended absence.
- B. The Academic Fresh Start allows eligible students to resume study without being penalized for his/her past unsatisfactory scholarship and signals the initiation of a new GPA/GPA to be used for determining academic standing.
- C. Readmitted students who were formally enrolled in the institution as well as transfer students who meet institutional requirements for admission and who have been separated from all institutions of higher education for a minimum of four (4) years are eligible for the Fresh Start.
- D. Institutional policies governing the readmission of former students and admission of transfer students must be in compliance with TBR policy 2:03:00:00 Admissions.
- E. This policy requires that the "transfer applicant's grade point average on transferable courses must be at least equal to that which the institution requires for the readmission of its own students.
- F. Applicants who do not meet the institution's standards may be admitted on scholastic probation or other appropriate condition. (2:03:00:00 Section II.B.3.)
- G. Each institution may establish an Academic Fresh Start provision which must meet the following minimum criteria:

1. Student Requirements
 - a. Separation from all collegiate institutions for at least four (4) years.
 - b. Anytime after the readmission or admission as a degree-seeking student, file a formal application to the office as defined by the institution's catalog requesting the Academic Fresh Start and describing an academic plan.
2. Terms of the Academic Fresh Start
 - a. Once the student has satisfied the above requirements, the institution may grant the Academic Fresh Start. The student may be granted a Fresh Start only once.
 - b. The student's permanent record will remain a record of all work; however, courses taken and previously failed will be excluded from the calculation of the GPA. Courses with a D grade will also be excluded from the calculation when a grade of C or better is required in the student's current major. GPA, GPA and credit hours will reflect courses for which passing grades were earned and retained.
 1. Retained grades will be calculated in the Fresh Start GPA.
 2. Courses with D or F grades must be repeated at the institution when they are required in the student's current major. All remaining courses for the current degree objectives must be completed at the institution. No transient credit will be accepted after invoking Academic Fresh Start.
 3. The application of retained credit toward degree requirements will be determined by the requirements currently in effect at the time the academic renewal status is conferred on the student. Specific program regulations must also be met.
 4. Previously satisfied and approved standardized test requirements will not be forfeited.
 - c. Upon degree admission, Fresh Start applicants who did not satisfy approved standardized test requirements at the time of previous enrollment and whose academic plan includes completion of a college-level English or mathematics

course must meet current approved standardized test requirements regarding enrollment in college English and mathematics courses.

- d. The student's transcript will note that the Fresh Start was made and the date of the Fresh Start.
- e. The student will apply for the Fresh Start with the understanding that all TBR institutions will honor a Fresh Start provision granted at another TBR institution. The student should also signify understanding that non-TBR institutions may not accept the GPA as it is calculated with the Fresh Start.
- f. This policy is independent of financial aid regulations. Financial aid requirements at the time of application will apply. Therefore, a Fresh Start applicant should check with his/her financial aid counselor for guidance.

V. Drop and Withdrawal Standards

- A. After the official registration period is over, students may make adjustments in their schedule through the process of adding and/or dropping courses.
- B. The last date for students to add or drop a course without a penalty is to be clearly indicated and expressed in the catalog or bulletin of each institution.
- C. After the last day to add or drop a class without a penalty, and not later than two-thirds into the part-of-term, a student may officially drop a course(s) or withdraw from the institution and receive a "W" or other appropriate symbol/grade.
 1. When calculating two-thirds, calendar days shall be used, not just class or working days.
- D. In general, such symbol/grade counts as no hours attempted.
 1. Community Colleges
 - a. A student who is withdrawn after two-thirds of the part-of-term is complete will receive a "W" or other appropriate symbol in the course or courses passing.
 - b. However, the student will receive a failing grade (usually denoted by an "F") in the course or courses failing unless it can be clearly demonstrated that an unusual condition or hardship exists.

- c. Each institution must develop institutional guidelines outlining specific types of conditions or hardships which will be considered as acceptable.
- E. Students who desire to drop a course (s) or withdraw from the institution before the established deadline must do so according to the published procedure defined by the institution.
- F. A student who does not officially drop or withdraw from a course, but receives a failing grade, will receive an "F" if their last day of attendance was not earlier than two-thirds into the part-of-term.
- G. A student who does not officially drop or withdraw from a course, but receives a failing grade, will receive an "FA" if their last day of attendance was earlier than two-thirds into the part-of-term. The student will be considered as an unofficial withdrawal from the course.

Background Regarding the SACSCOC Request for Data Points from the Community Colleges

“You will soon be receiving another letter from my office (Belle Wheelan) with FOUR data points:

1. Traditional IPEDS overall graduation rate for your institution;
2. NSC total completion rate;
3. Completion rate based on SACSCOC Profile Data; and
4. the completion indicator.

You will be asked to choose which you’d like to use as your institution’s baseline completion indicator. Even if you decide to use the same data point as you previously chose, please follow the directions and return to me by SEPTEMBER 15, 2018.

Again, this data will be used during the reaffirmation process for each institution to determine if progress is being made in improving student completion at your institution. The information will be considered in your reports related to accreditation standard 8: Student Achievement of the *Principles of Accreditation (2018)*.”