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Academic Policy Committee Report - January 26, 2023

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REPORT OF THE ACADEMIC POLICY COMMITTEE MEETING
Thursday, January 26, 2023
3:45 – 5:00 p.m., Zoom Meeting

Committee members present: Siris Laursen (Chair), George Fields (GSS President), Rodica Frimu, Adam Love, Mohammed Mohsin, Katherine Montgomery, Chris Pickart, and Allyson Neal.

Other attendees: Carl Collins, Dixie Thompson, Phyllis Thompson, and Catherine Cox (Graduate Council Liaison).

Agenda Items:

I. Catalog cleanup language for Admission Requirements for International Students.

II. Catalog cleanup language for Conditional Admission Registration

Siris Laursen called the meeting to order at 3:30 p.m.

D. Thompson: the two items coming forward to APC for consideration today are catalog cleanup changes for admissions procedures policy in the Graduate Catalog. Carl Collins, the associate dean in Graduate Admissions noticed a discrepancy in what was showing as policy and the actual procedure in Graduate Admissions for international students.

I. Admission Requirements for International Students

Background: as students submit their application and apply to UT, we will accept unofficial transcripts for consideration and review. Therefore, the departments can review the applications with an unofficial copy and make a decision if the student is admissible. For those students who are admitted and enroll in classes, their letter of admission shows they are “conditionally admitted” pending final degree notification. The students have that first semester to submit their official transcripts and upon receipt of those official transcripts, we will clear them to register for the next semester. However, we had in policy that international students could not submit unofficial transcripts. But, in practice, we did allow the same process for both domestic and international students. Carl talked with the Center for Global Engagement (CGE) and they confirmed it is not a problem to conditionally admit international students. But, the admission needs to be finalized within their first semester. Our recommendation is to clean up the language in the catalog to show the correct policy.

See suggested changes below. Strikethrough shows text to delete. Red font shows text to be added or replaced.

Catalog text to revise:

Admission Requirements for International Students

- 1) Revise the first paragraph to match the catalog language with the first paragraph for domestic students' admission.

Admission to graduate study requires a bachelor's degree with a satisfactory grade point average (GPA) from a college or university accredited by the appropriate ~~accrediting agency or foreign equivalent~~ **regional accrediting agency, an institution accredited by another organization recognized by the Council on Higher Education Accreditation (CHEA), or foreign equivalent.**

- 2) Revise wording in the fifth paragraph to remove dated language and revise the application deadline heading.

International students may apply for admission any semester ~~but normally enter the fall semester~~. Individual departments and colleges may have further restrictions on admission dates. For this information, students should contact the department they wish to enter. If a student does not enroll within one year after the requested admission, the application process must be repeated. The application submission deadlines for applications from non-domestic applicants to the Office of Graduate Admissions are:

<u>Semester of Initial Enrollment</u>	<u>Application Submission Deadline</u>
Fall	February 1
Spring	June 15
Summer	October 15

- 3) Revise wording in the ninth paragraph, remove tenth paragraph, and revise application deadline heading.

International students must provide documentation of financial resources to cover the cost of attending UT. Submission of Confirmation of Financial Resources must be received by the Center for Global Engagement (CGE) prior to the issuance of an I-20 or DS-2019 form. The I-20 or DS-2019 is then used to obtain a visa. **All required admissions materials MUST be submitted no later than the dates below. The university will not issue the I-20 or DS-2019 if all admissions materials (including the documentation of financial resources) are not received by the following dates:**

The university will not issue the I-20 or DS-2019 after the following dates:

<u>Semester of Initial Enrollment</u>	<u>Completed Application Deadline</u>
Fall	May 15
Spring	October 1
Summer	February 15

II. Catalog cleanup for Conditional Admission Registration

Conditional Admission Registration

Conditionally admitted students are those who have submitted all required materials except for official transcripts and have been recommended by the department for admission. ~~Applicants who appear to meet the admission requirements for graduate study~~ **Conditionally admitted students** may be allowed to register for an initial term after submitting the Graduate Application for Admission form and application fee. **This initial semester of enrollment provides additional time to submit** ~~Time is allowed to obtain~~ official transcripts and additional requirements for admission. Students who fail to ~~gain admission~~ **provide official transcripts and gain full admission** within seven weeks after ~~registration~~ **beginning enrollment** will not be permitted to register again until all admission requirements are met. ~~International students may not register until all required materials, including official transcripts, have been submitted.~~

These proposals are open for questions and discussion.

- With some slight discussion, the committee was ready to vote.

A poll was launched to vote yes, no, or abstain to approve the catalog edits for the Admission Requirements for International students.

VOTE: unanimous vote of yes to approve the catalog edits.

A poll was launched to vote yes, no, or abstain to approve the catalog edits for the Conditional Admission Registration.

VOTE: unanimous vote of yes to approve the catalog edits.

Are there other topics to bring forward to APC today?

George Fields, GSS President, shared the Graduate Student Housing Task Force met and recommended to standardize the admissions process for graduate students across the university to help students secure housing. George will keep us updated as this discussion continues.

With no further discussion, the meeting adjourned at 4:00.

Respectfully submitted,

Catherine Cox
Graduate Council Liaison

