

University Standing Committee on Admissions (Undergraduate)  
Thursday, October 6, 2022  
Zoom meeting  
Minutes

Call to Order: 11:02 am

- Members Present: Melissa Merrill (chair), Charles Clift, Tameka Whitaker, Traci Lamar, Carrie Zelna, Ethan Clark, Jordie Batts, Neal Parker, Cynthia Zuckerman Hyman
- Guest: Monica Osburn (NCSU Counseling Center)
- Meeting Adjourned: 12:25 pm

Approval of minutes from 9/8/22 moved by Charles Clift and approved by members.

Members discussed creating an evaluation rubric/guidelines for evaluating each appeal application. Members decided it would be better not to have a “score sheet” but preferred guidelines for how to evaluate each appeal. Items to consider when reviewing a case were: the grade point deficit, number of classes left to complete degree, number of times student had been suspended prior to this appeal, how many prior appeals had been submitted, and did the student submit a plan of work. The rubric subcommittee will be sure to include these items in any checklist they create and they will present their ideas at the next Admissions committee meeting.

At the September meeting, members suggested having someone from the Counseling Center talk about how they support students who have been readmitted to the University. Monica Osburn was invited and talked about their services with respect to readmitted students. Monica indicated that the Counseling Center isn't alerted to a student's readmission status and that they provide no services during the stop-out period but that the CARES team will reach out to a student that has been suspended to help them connect with off campus resources. Monica also informed the committee that the services provided by the Counseling Center are only short-term services and that students who have off campus therapists are encouraged to continue seeing that person instead of switching to one on campus. Members asked about ADHD diagnosis and Monica indicated that must be done off campus but if a student has already been diagnosed with ADHD, Campus Health can refill medications and provide some services. She also mentioned that if a student is prescribed a new medication, it can take 4-6 weeks for the medication to have its full effect.

Before the meeting adjourned, Jordie told the committee that students will be notified on 12/19 if they have been suspended and that they have until January 4, 2023 to submit an appeal.

Scheduled upcoming meeting dates

- **Thursday, December 8<sup>th</sup>, 11:00 – 12:30**—post-classes and pre-grade submission to review/refresh process and walk through a couple of examples
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**Important Dates:**

<b>Term</b>	<b>Appeal Available</b>	<b>Appeal Deadline*</b>	<b>Notification Date</b>
Summer II 2022**	September 13, 2021	June 23, 2022	June 24, 2022
Fall 2022	January 31, 2022	August 15, 2022	August 16, 2022
Spring 2023	September 12, 2022	January 4, 2023	January 5, 2023
Summer I 2023	September 12, 2022	May 15, 2023	May 16, 2023

These dates are subject to change. Decisions may be returned prior to the final Notification Date.

\*Deadline for students appealing for continuation eligibility. Students appealing for financial aid eligibility **only** are encouraged to submit the appeal prior to the first day of class for the appeal term.

**International Students** appealing for Fall eligibility should submit appeals by the Summer II deadline.

**\*\*Summer Appeals:** Students may only submit one appeal for Summer. Students who appeal by the Summer I deadline may enroll in any Summer term.