

CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA  
ACADEMIC SENATE

ACADEMIC AFFAIRS COMMITTEE

REPORT TO

THE ACADEMIC SENATE

AA-006-212

Academic Standing Report

Academic Affairs Committee

Date: November 3, 2021

Executive Committee  
Received and Forwarded

Date: November 3, 2021

Academic Senate

Date: November 10, 2021  
First Reading

**Your Name:** Erin DeRosa

**Your Email:** [ederosa@cpp.edu](mailto:ederosa@cpp.edu)

**Title of Referral:** Academic Standing Updates

**Names and Titles of proponents:** Erin Lion DeRosa – Director

Connie Kuang – Associate Registrar

**Keywords:** Academic standing, Probation with Contract, Probation, At-risk

**Is there a deadline by when this referral needs to be considered by the Academic Senate?:**  
No

**Deadline Date:**

**Justification for deadline:**

**Background:** Deadline to be considered?

Prior to Fall 2021 academic standing running (December 30)

Background:

Provide background on the need for this referral and how it will benefit the University. Clearly state the expected outcome(s) or action(s) requested.

In reviewing the updated academic standing policy, the Office of Student Success and Registrar's Office determined that there were a few items that needed to be clarified and updated to better support students.

The items included: 1) updates to At-risk/Early Warning language, 2) update to units for students on Probation with contract, and 3) updates to the administrative probation standing. An explanation and justification for each is below:

Recommended updates to the Early Warning Language:

Upon recent review of the At-risk/Early Warning standing and hold policy (Policy no. 1430, in AS-2830-189-AA), the Registrar's Office and Office of Student Success noted that while the policy indicates that At-risk standing and hold should be placed based on CPP GPA, the longstanding institutional practice has been to place this hold based on both the CPP and Major GPA. To rectify this inconsistency, we propose the following update to the policy to reflect current practice:

All undergraduate students with a Cal Poly Pomona GPA and Major GPA of less than 2.2 will have an advising hold placed systematically on their record. These students will not be able to register until they have cleared this hold through an advising intervention.

Justification:

Student's major GPA, CPP GPA, and cumulative are all required to be at least a 2.0 at the time of graduation. The addition of the Major GPA in this policy for At-Risk standing/holds allows for advisors and students to monitor student's Major GPA prior to graduation and to obtain support early on in the student's academic career.

Recommended updates to the units permitted for Students on Probation with Contract:

Upon recent review of the Probation with Contract standing and hold policy for undergraduates (Policy no. 1430, in AS-2830-189-AA), the Registrar's Office and Office of Student Success noted that the policy indicates that students may take no more than 13 units per term if they are on Probation with Contract. Given that Winter and Summer terms are much shorter, we propose the following update to the policy:

Students having Probation with Contract standing may take no more than 13 semester units in the Fall and Spring terms (no more than 3 semester units in Winter terms, and 7 semester units in Summer terms) until their overall and Cal Poly Pomona grade point average is 2.0 or better.

Justification:

Because summer and winter terms are much shorter than the typical 15-week term in Spring and Fall, it is not recommended that students in academic difficulty take multiple courses at an accelerated pace and this may further negatively impact their GPA.

Recommended updates for Administrative Probation:

Upon recent review of the Administrative Academic Probation standing and hold policy for undergraduates (Policy no. 1430, in AS-2830-189-AA), the Office of Student Success noted that the policy does not include language about major declaration and change of major. To address this, we propose the following update to the policy:

An undergraduate student may be placed on administrative-academic probation for any of the following reasons:

Repeated failure to progress toward the stated degree objective or other program objective, including that resulting from assignment of 15 semester units of No Credit, when such failure appears to be due to circumstances within the control of the student. This may also include students who have not declared a major, and students who are no longer taking courses in their declared major.

Justification:

Adding this clarification will help to notify students and advisors of an additional resource that is

available to help students to get back on track. The standing is not intended to be punitive, but rather as an opportunity for students to work with an advisor to create a plan for success.

**Recommended Resources:** In order to finalize this policy, we recommend consultation with:

Office of Student Success

The University Registrar

Academic Programs

Associate Deans

**Attachment 1:**

[https://s3.amazonaws.com/files.formstack.com/uploads/2070179/36745860/860806974/senate\\_referral\\_-\\_f21\\_academic\\_standing.docx](https://s3.amazonaws.com/files.formstack.com/uploads/2070179/36745860/860806974/senate_referral_-_f21_academic_standing.docx)

**Discussion**

The suggestions seem to be reasonable. A sub-group confirmed the policies and checked the documents for accuracy. A few items that came up were:

Clarification Needed:

It is unclear if it is implemented under the current practice from registrar's office. If current practice is to trigger a hold if both GPAs together are lower than 2.2 OR if either one is below 2.2. It appears either will trigger a hold.

Is overall GPA same as Cumulative GPA? Yes, but we are focusing on CPP GPA and Major GPA as that is what is happening on our campus.

For the third: Recommended updates for Administrative Probation:

Clarification Needed: by when do students need to declare major? Is there a policy document for that? Yes. During our meeting we clarified that these expectations were consistent with existing CPP Policy.

**Recommendations**

There are three items on which we were asked to give input. Each is detailed below.

The items included: 1) updates to At-risk/Early Warning language, 2) update to units for students on Probation with contract, and 3) updates to the administrative probation standing. An explanation and justification for each is below:

Recommended updates to the Early Warning Language:

We recommend the following suggested update to the policy (Policy no. 1430, in AS-2830-189-

AA) to reflect current practice:

All undergraduate students with a Cal Poly Pomona GPA and Major GPA of less than 2.2 will have an advising hold placed systematically on their record. These students will not be able to register until they have cleared this hold through an advising intervention.

#### Recommended Updates to Units for students on Probation with contract

We recommended the following suggested updates to the units permitted for Students on Probation with Contract (Policy no. 1430, in AS-2830-189-AA):

Students having Probation with Contract standing may take no more than 13 semester units in the Fall and Spring terms (no more than 3 semester units in Winter terms, and 7 semester units in Summer terms) until their overall and Cal Poly Pomona grade point average is 2.0 or better.

#### Recommended Updates to Administrative Academic Probation

We recommended updates for Administrative Probation (Policy no. 1430, in AS-2830-189-AA):

An undergraduate student may be placed on administrative-academic probation for any of the following reasons:

Repeated failure to progress toward the stated degree objective or other program objective, including that resulting from assignment of 15 semester units of No Credit, when such failure appears to be due to circumstances within the control of the student. This may also include students who have not declared a major, and students who are no longer taking courses in their declared major.