

Ozarka College  
Board of Trustees  
Academic Affairs Committee  
Tuesday, September 6, 2011  
President's Conference Room – Administration Building  
2:00 p.m.

Item No.

1. Call to Order
2. Introduction to the Learning College Model
3. Board Policy Revision
  - A. Policy 4.32 Academic Policies – Standards of Progress
4. Review of new programs
  - A. Online Associate of Arts and Associate of Science programs
  - B. AAS in Tourism and Hospitality Management
  - C. Status of Criminal Justice and Corrections
  - D. Status of Advanced Education Center
5. Continuing Education
  - A. Welding
  - B. CPR/Advanced Life Support
6. Adjournment

Proposal:

To approve changes to Board Policy: Section 4 Academic Policies, Policy 4.32 Standards or Progress.

Rationale:

The Policy presented for approval includes changes that address the requirements for the President's List and the initiation of a Vice President of Academic Affairs (VPAA) List. Additionally, updates that delete verbiage referring to the Physical Therapist Assistant program which has been closed for a number of years has been removed.

Traditionally, members of the President's List are required to have a 4.0 GPA for the term. At Ozarka, current policy allows students that maintain a 3.5 GPA for the term and carry 12 semester hours with no "D" or "F" grades for the term to be on the President's List. Additionally, policy states that Developmental Education course grades will be considered in determining President's List eligibility. Proposed policy changes include:

"The College names to the President's List any student in good standing who has earned 12 or more credit hours in a given semester, a 4.0 term GPA, and who has no "D" or "F" grades for the term involved. Developmental Education course grades will *not* be considered in determining President's List eligibility.

*Additionally, the College names to the Vice President of Academic Affairs (VPAA) List any student in good standing who has earned 12 or more credit hours in a given semester, a 3.5 term GPA, and who has not "D" or "F" grades for the term involved. Developmental Education course grades will not be considered in determining VPAA List eligibility."*

The following verbiage is deleted due to program deletion.

Physical Therapist Assistant students must make an average of 75 percent in the course grade, which is determined by combining the lab and lecture grades, in order to continue in the program and enter clinical. The individual lab grades must be 83 percent or higher to successfully complete the labs and proceed into clinicals. Students who do not make 83 percent on a clinical rotation must repeat it.

**BOARD POLICIES  
OZARKA COLLEGE**

SUBJECT AREA: **Academic Policies**  
POLICY: **Standards of Progress**

DATE ADOPTED: **May 1994**

NUMBER: **4.32**

DATE REVISED: **September 2000, September 2011**

Purpose

The College's Standards of Progress provide details regarding minimum standards, intervention strategies/action to be taken when minimum standards are not met, dismissal action to be taken when satisfactory progress is not restored, and details regarding President's List and VPAA's List eligibility.

Policy

The College establishes Standards of Progress to maintain academic standards and standards for financial aid eligibility, to provide details regarding intervention strategies to be implemented when minimum standards are not met, and to document appeal rights.

**A. General Definitions**

Standards of progress, as defined by this section, apply to all students enrolled in a course of study within an approved program who are working toward a degree or certificate.

1. A student's grade point average is the cumulative average of grades for all Ozarka College course work taken, with the exception of Developmental Education courses which do not satisfy program requirements and courses where the grade is recorded as "P." (Status codes do not involve the assignment of quality points and have no impact upon the grade point average.)
2. The higher of two grades is computed in the grade point average when a student repeats a course for credit. Only with special permission from the Vice President for Academic Affairs may a student repeat a course more than once.
3. Courses excluded from the cumulative GPA calculation because the course has been repeated are no longer counted as earned credits and cannot be used to satisfy program requirements. They will continue to appear on the permanent record.



4. A freshman will be placed on academic probation whenever the semester grade point falls below 1.50 unless the cumulative grade point at Ozarka College is 2.00 or higher. A sophomore will be placed on academic probation whenever the semester grade point falls below 2.00 unless the cumulative grade point is 2.00 or higher. Students in some technical programs may be placed on probation if they make a grade of "F" or "D" in any technical course. These criteria also apply to entering transfer students. A student who is on probation must work out an individual plan with his or her advisor to improve academic performance.
5. A student who fails to maintain satisfactory academic progress will be subject to a series of intervention activities and related restrictions until such time as he/she restores satisfactory progress or is dismissed as a degree/certificate seeking student due to repeated unsatisfactory progress.
6. A student who is suspended for unsatisfactory academic progress normally faces one term of non-enrollment as a certificate or degree/declared student prior to resuming progress toward that certificate or degree, at which time re-enrollment is allowed on a probationary status. A student receiving a second academic suspension will be eligible to seek readmission one year from date of suspension. A student who believes extenuating circumstances exist which would justify earlier readmission must appeal to the Vice President for Academic Affairs. Students who meet the semester/year stipulation must file a request for readmission.
7. A student who in a probationary semester fails to achieve a grade point allowing removal from probation but who earns a 1.25 semester grade point if a freshman, or a 1.75 semester grade point if a sophomore, may continue on probation for the following semester.
8. A student who is dismissed twice for unsatisfactory academic progress may be given the opportunity to participate in an extensive Developmental Education program to correct academic deficiencies.
9. Satisfactory academic progress is restored when a student successfully earns at least twelve (12) credit hours with a grade point of 1.50 if a freshman and 2.00 if a sophomore, or, in either case, by raising the cumulative grade point average to 2.00 or higher.
10. The College names to the President's List any student in good standing who has earned 12 or more credit hours in a given semester, a ~~3.50~~4.0 term GPA, and who has no "D" or "F" grades for the term involved. ~~Although they do not carry transferable credit,~~ Developmental Education course grades will not be considered in determining President's List eligibility.

Additionally, the College names to the Vice President of Academic Affairs (VPAA) List any student in good standing who has earned 12 or more credit hours in a given semester, a 3.5 term GPA, and who has no "D" or "F" grades for the term involved. Developmental Education course grades will not be considered in determining VPAA List eligibility.

11. The College is required under Title IV of the Higher Education Act to define and administer Standards of Satisfactory Progress for students receiving financial aid. Recipients must maintain sufficient progress to assure successful completion of their educational objectives as measured by quantitative and qualitative standards.

A recipient enrolled in a one-year program who fails to meet the Standards of Progress, as measured by the qualitative and/or quantitative standards at the end of the first semester, will be placed on financial aid probation for the following semester and will not be able to receive financial aid.

A recipient enrolled in a two-year program who fails to meet the Standards will be placed on financial aid probation for the following semester, and his or her grades during that semester will be closely monitored. These students may still receive financial aid during the probationary semester. If these students do not meet the standards by the end of the probationary semester, however, they will not be able to receive financial aid in the third semester but may re-establish eligibility for financial aid for the fourth semester by meeting the Standards of Progress by the end of the third semester.

The law prescribes a maximum time frame for degree and certificate programs and minimum grade point average requirements. Specific details are available from the Office of Financial Aid.

12. The progress policy for Practical Nursing students requires that an average of 76 percent or above be maintained in each course taken. Failure to maintain at least a 76 percent average in each course may result in dismissal from the program. ~~Physical Therapist Assistant students must make an average of 75 percent in the course grade, which is determined by combining the lab and lecture grades, in order to continue in the program and enter clinicals. The individual lab grades must be 83 percent or higher to successfully complete the labs and proceed into clinicals. Students who do not make 83 percent on a clinical rotation must repeat it.~~
13. Generally, a student on suspension for either academic or disciplinary reasons from another college or university must meet the eligibility



standards for readmission from that college or university before being considered for admission to Ozarka College.

B. Procedures

1. A student's grade point average (GPA) is determined by dividing the total number of quality points by the total number of quality hours. (The same procedure is used for determining the term and cumulative GPA.)
2. All course work completed with assigned grades of A, B, C, D, or F is to be considered in calculating the cumulative GPA, except for grades in Developmental Education courses which do not satisfy program requirements.
3. Intervention strategies and related restrictions for any student who does not maintain satisfactory academic progress are initiated in accordance with the following procedures:
  - a. A freshman who has a semester GPA under 1.50 or a sophomore with a semester GPA under 2.00 must meet with his/her academic advisor to work out an academic improvement plan for the following term.
  - b. A student who does not achieve the minimum cumulative GPA of 1.50 on a total of 30 or fewer hours or 2.00 for 31 or more hours will be placed on Academic Probation for the following term. A transfer student will be able to enroll for his or her first term at Ozarka College on Academic Probation with the understanding that he/she must raise the minimum cumulative GPA by the end of that term.
  - c. A student on Academic Probation who does not meet Standards of Progress and does not improve by the end of his or her first term on Academic Probation will be suspended and will not be allowed to register as a degree- or certificate-seeking student for the following term, and (if applicable) financial aid will be denied. No improvement means that the student has not achieved the applicable minimum cumulative GPA required in accordance with the Academic Standards Policy. Return is allowed after a term of non-enrollment as a degree or certificate seeking student in accordance with Academic Standards.

Intervention procedures which may be initiated for students who are on Academic Probation may include one or more of the following:

- (1) Restriction of enrollment to a probation registration period
  - (2) Course load limited to 12 semester hours during any probationary term with the College.
  - (3) Required attendance at special counseling sessions
  - (4) Enrollment in Developmental Education classes
4. A student determined not to be making satisfactory progress in accordance with guidelines may appeal to the Vice President for Academic Affairs for review of that determination based upon the possibility of administrative error or extenuating circumstances.
  5. A financial aid recipient who reaches the maximum number of hours attempted for calculating maximum time frame without having completed his/her declared course of study will be terminated from financial aid regardless of changes of program or educational objective initiated.

Reinstatement is possible only if one objective has been completed and subsequent enrollment leads to another degree or certificate. In that case, all hours previously earned which apply toward that subsequent objective will be counted toward the maximum time frame for the new degree or certificate.

6. A student may receive financial aid for up to 30 credits of Developmental Education courses in order to ensure future satisfactory academic progress in his/her declared certificate or degree program.
7. A financial aid recipient who is terminated may restore eligibility by meeting any one of the following conditions:
  - a. Enroll at least half-time at his/her own expense and receive a minimum 2.00 term GPA while meeting the quantitative standards of progress for term progress and maximum time frame.
  - b. Enroll at his/her own expense and raise the cumulative GPA to 2.00 or higher while meeting the quantitative standards of progress.
  - c. Return after an absence of twelve or more consecutive months, resume enrollment with financial aid on a probationary status, and raise the cumulative GPA to 2.00 or higher.