



Angelo State University
Operating Policy and Procedure

OP 10.04: Academic Regulations Concerning Student Performance

DATE: November 17, 2020

PURPOSE: The purpose of this Operating Policy/Procedure (OP) is to set forth and clarify the handling of academic regulations concerning student performance.

REVIEW: This OP will be reviewed in May every three years, or as needed, by the Office of the Provost with recommended revisions forwarded through the provost and vice president for academic affairs to the president by June 15 of the same year.

POLICY/PROCEDURE

1. Minimum Academic Performance

Certain principles have been utilized in developing the regulations governing eligibility to reregister, suspension by the academic dean, and reinstatement following suspension. These principles include:

- a. The university's belief that, as long as its resources permit, each student, once admitted, should be given opportunity to demonstrate the ability to perform acceptable work;
- b. The belief that the early assumption of responsibility for one's own actions is part of the educational process;
- c. The belief that the university has particular obligations to the able student;
- d. The recognition that discouragement and mistakes are more likely to occur during the early stages of one's college career than in later semesters; and
- e. The belief that academic suspension is not designed as punishment, but is based on the principle that a student should remain eligible for academic work on campus as long as satisfactory progress is being made, within reasonable time, toward the completion of an academic program. When such progress is unsatisfactory, the student is given time to reconsider goals and career plans outside the academic setting.

2. Minimum Academic Requirements

An overall 2.00 grade point average (C average) on all college-level work and a 2.00 grade point average (C average) for studies at this institution are required for graduation from Angelo State University. All degree programs require an overall 2.00 grade point average in the student's major field and a 2.00 grade point average in the major field in residence. All degree programs leading to teacher certification have requirements beyond the minimum identified above. Official grade point averages are not rounded up. A student who meets

minimum academic requirements is in good academic standing and eligible for all extracurricular activities, as governed by the rules of the specific activity. Some academic and extracurricular programs have requirements over and above the respective minimum requirements by major.

3. Student's Academic Responsibility

All students are responsible for knowing their academic status and eligibility to re-enroll in the university. If it is determined that an ineligible student has enrolled, the student will be dropped immediately. For official verification of academic status, a student should consult the academic dean.

4. Class Attendance

Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is expected, and the university reserves the right to deal at any time with individual cases of non-attendance. An accurate record of attendance for each student must be maintained by the instructor.

The instructor determines the effect of absences on grades consistent with university policy for excused and unexcused absences. When absences jeopardize a student's standing in a class, it is the responsibility of the instructor to report that fact to the student's dean.

Excessive absences constitute cause for dropping a student from class. The drop may be initiated by the instructor but must be formally executed by the academic dean and follow university procedures and dates for withdrawing from a course.

Department chairpersons, directors, or others responsible for a student representing the university on officially approved trips must notify the student's instructors of the departure and return schedules. The instructor so notified must not penalize the student, although the student is responsible for material missed. Any student absent because of university business must be allowed to make up missed work within 2-4 days of returning from the university sponsored trip or have alternate grades substituted for work due to an excused absence. Students absent because of university business must be given the same privileges as other students; e.g., if other students are given the choice of dropping one of four tests, then students with excused absences must be given the same privilege.

If a dispute arises between an instructor and a student over absences which cannot be resolved, the student should discuss the problem with the instructor. If the issue cannot be satisfactorily resolved, the student may appeal to the instructor's department chair, academic dean, provost and vice president for academic affairs, and ultimately to the president of the university.

5. Additional Regulations

Individual colleges may have regulations in addition to those described in this policy. Students should check with their respective deans for information and requirements for specific colleges.