MEMORANDUM

DATE: October 23, 2008

TO: Dr. Clint Magill
Speaker, Faculty Senate

FROM: Dr. David W. Parrott
Chair, Rules and Regulations Committee

SUBJECT: Proposed Revisions to the Texas A&M Student Rules

Attached please find proposed revisions to the Texas A&M University Student Rules as approved by the Rules and Regulations Committee. These changes are for the following section:

1.16.2
14.3.2
14.2
14.4.1
1.7
1.8
10.10.1
6.4
10.5
13
Appendix VII
EXISTING RULE:
1.16.2 A student may drop a course with no record during the first five class days of a fall or spring semester and during the first four class days of a summer term or a 10-week summer semester. Following this period, if approved by the dean of the student’s college, a student may drop a course without academic penalty through the 50th class day of a fall or spring semester, the 15th class day of summer term or the 35th class day of a 10-week summer semester. The symbol Q shall be given to indicate a drop without academic penalty. Undergraduate students will normally be permitted three Q-drops during their undergraduate studies; however:

RULE WITH PROPOSED CHANGES:
1.16.2 A student may drop a course with no record during the first five class days of a fall or spring semester and during the first four class days of a summer term or a 10-week summer semester. Following this period, if approved by the dean of the student’s college the Dean of the College or his or her designee, a student may drop a course without academic penalty through the 50th class day of a fall or spring semester, the 15th class day of summer term or the 35th class day of a 10-week summer semester. The symbol Q shall be given to indicate a drop without academic penalty. Undergraduate students will normally be permitted three Q-drops during their undergraduate studies at Texas A&M University. State law prohibits students from having more than six dropped courses from all state institutions attended during their undergraduate career if they entered higher education as first-time enrolled freshman beginning the 2007 fall semester and thereafter. For exceptions see rule 1.18.

JUSTIFICATION FOR PROPOSED CHANGE:
These changes are an effort to implement a state-mandated limit on the number of courses dropped by a student after the official census date. SB 1231 of the 80th Texas Legislature prohibits students who first enroll as freshman in the fall 2007 or later from dropping more than 6 courses at all Texas public institutions without a showing of good cause. Including this limit of 6 within the TAMU student rules is necessary such that it may prohibit a student from being allowed the 3 Q-drops he or she would normally be permitted.

COMMENTS:
- Approved by the Student Rules and Regulations Committee on 1/11/2008. Added “For exceptions see rule 1.18.” on 2/5/2008 to alert students to exceptions within the state law.
- Returned From Faculty Senate: Student Rule 1.16.2. This rule is returned to the Rules and Regulations Committee pending the submission of Rule 1.18 due to the reference to Rule 1.18.
- Rule 1.18 approved by President on 8/29/08.
- Student Rules and Reg is now resubmitting Rule 1.16.2 for approval.
- Faculty Senate amended rule on 12/8/08. FS did not approve changing the time allotted to drop with no record from five days to twelve days as proposed by the SRRC. FS amended the rule and changed the drop with no record back to five days. FS approved amended rule.

Submitted by:
Date Submitted: 12/17/07
Name: Donald D. Carter
Phone #: 845-114 E-Mail Address: d-carter@tamu.edu
Department: Office of the Registrar Mail Stop: 0100
EXISTING RULE: 14.3 Undergraduate Double Majors

14.3.1 Both majors must lead to the same baccalaureate degree, e.g., both must lead to BA or BS, rather than one leading to a BA and one to a BS. The degree for a double major is one degree; one diploma will be issued, with both majors indicated. A student must complete the requirements for both majors before the degree can be awarded.

14.3.2 A student currently enrolled at Texas A&M University must receive approval for the second major from the departments, programs, or college(s) offering both majors by the time of the official 95-hour degree audit, and must meet the grade point requirements of the academic department of the second major at the time of application. The form stating that the student has been approved to pursue the second major, must be sent immediately to the department, program, or college in which the first major is located. Some degree programs may limit or not permit pursuit of double majors.

RULE WITH PROPOSED CHANGES: 14.3 Undergraduate Double Majors

14.3.1 Both majors must lead to the same baccalaureate degree, e.g., both must lead to BA or BS, rather than one leading to a BA and one to a BS. The degree for a double major is one degree; one diploma will be issued, with both majors indicated. A student must complete the requirements for both majors before the degree can be awarded.

14.3.2 A student currently enrolled at Texas A&M University must receive approval for the second major from the departments, programs, or college(s) offering both majors by the time of the official 95-hour degree audit, and must meet the grade point requirements of the academic department of the second major at the time of application. The form stating that the student has been approved to pursue the second major, must be sent immediately to the department, program, or college in which the first major is located. Some degree programs may limit or not permit pursuit of double majors. Students may not pursue more than two majors concurrently in a single degree program.

JUSTIFICATION FOR PROPOSED CHANGE:
Historically students have been limited to pursuing a maximum of two majors concurrently by our current student information management system (SIMS). This rule change is intended to maintain the past practice of allowing only two majors to be pursued concurrently in Texas A&M's new Compass system. Many students have successfully completed double majors. To allow unlimited additional majors for a single degree would not only increase the difficulty in accurately advising a student, it would also be contrary to a number of State incentives to decrease the time it takes students to complete baccalaureate degrees.

COMMENTS:

• Approved by the Student Rules and Regulations Committee on 10/17/2008.

Submitted by:
Name: Venesa Flores
Department: Office of the Registrar
Email: vflores@tamu.edu
Phone: 845-1059
Mailstop: 0100
EXISTING RULE:

14.2 To be a candidate for a degree at the end of the semester or summer term, a student must be registered for or have completed all degree requirements by the 50th class day in the fall and spring semesters, the 15th class day for summer I and II and the 35th class day for the 10 week summer term of the academic calendar of Texas A&M University either in residence or at another college or university. Proof of registration must be provided to the Office of the Registrar, Degree Audit by the deadline. A student must be enrolled in his or her degree-granting college(s) and major(s) at the beginning of the student’s last semester or summer term at Texas A&M to be a candidate for a degree from that college.

RULE WITH PROPOSED CHANGES:

14.2 To be a candidate for a degree at the end of the semester or summer term, a student must be registered for or be enrolled in or have completed all degree requirements by the 50th class day in the fall and spring semesters, the 15th class day for summer I and II and the 35th class day for the 10 week summer term of the academic calendar of Texas A&M University either in residence or at another college or university. Proof of registration must be provided to the Office of the Registrar, Degree Audit by the deadline. A student must be enrolled in his or her degree-granting college(s) and major(s) at the beginning of the student’s last semester or summer term at Texas A&M to be a candidate for a degree from that college.

JUSTIFICATION FOR PROPOSED CHANGE:

This proposed language is intended to clarify that students preregistered for examinations given after the deadline or in courses taught in future terms are not eligible for degree candidacy.

COMMENTS:

• Approved by the Student Rules and Regulations Committee on 10/17/2008.

Submitted by:

Name: Venesa Flores
Department: Office of the Registrar
Email: vflores@tamu.edu
Phone: 845-1059
Mailstop: 0100
EXISTING RULE:

14.4 Undergraduate Second Degree

14.4.1 A student pursuing a second degree will, upon completion of all requirements, receive two separate degrees, e.g., two BAs, two BSs, or a combination of either BA, BS, BBA, BLA, or BED degree.

RULE WITH PROPOSED CHANGES:

14.4 Undergraduate Second Degree

14.4.1 A student pursuing a second degree will, upon completion of all requirements, receive two separate degrees, e.g., two BAs, two BSs, or a combination of either BA, BS, BBA, BLA, or BED degree. Students may not pursue more than two degree programs concurrently.

JUSTIFICATION FOR PROPOSED CHANGE:

Historically students have been limited to pursuing a maximum of two degrees concurrently by our current student information management system (SIMS). This rule change is intended to maintain the past practice of allowing only two degrees to be pursued concurrently in Texas A&M's new Compass system. Many students have successfully completed double degrees. To allow a student to be enrolled in unlimited concurrent degree programs would significantly increase the difficulty in accurately advising a student.

COMMENTS:

• Approved by the Student Rules and Regulations Committee on 10/17/2008.

Submitted by:

Name: Venesa Flores
Department: Office of the Registrar
Email: vflores@tamu.edu
Phone: 845-1059
Mailstop: 0100
EXISTING RULE:

1.7 A full-time undergraduate student is defined as one who is enrolled for at least 12 semester hours during a fall or spring semester, four hours in a five-week summer term and eight hours in a 10-week summer semester. A Q grade or W grade does not count toward the certification of enrollment status. Only hours for which a student is currently enrolled at Texas A&M University can be used toward certification of enrollment.

During his or her last semester prior to graduation, if an undergraduate student is enrolled at Texas A&M in all remaining hours needed to complete his or her degree and has applied for graduation, he or she may be certified as a full-time student for that final semester even though he or she may be enrolled in less than 12 semester hours during a fall or spring semester, four hours in a five-week summer term or eight hours in a 10-week summer semester.

Students participating in student teaching, internships, and cooperative education programs who are enrolled in less than 12 hours during a fall or spring semester, four hours in a five-week summer term or eight hours in a 10-week summer semester may be eligible to be certified as a full-time student with the approval of the Dean of the College or his or her designee.

RULE WITH PROPOSED CHANGES:

1.7 A full-time undergraduate student is defined as one who is enrolled for at least 12 semester hours during a fall or spring semester, four hours in a five-week summer term and eight hours in a 10-week summer semester. **Full-Time enrollment for federal financial aid is always defined as 12 semester credit hours, including the summer term (all sessions combined).** A Q grade or W grade does not count toward the certification of enrollment status. Only hours for which a student is currently enrolled at Texas A&M University can be used toward certification of enrollment.

During his or her last semester prior to graduation, if an undergraduate student is enrolled at Texas A&M in all remaining hours needed to complete his or her degree and has applied for graduation, he or she may be certified as a full-time student for that final semester even though he or she may be enrolled in less than 12 semester hours during a fall or spring semester, four hours in a five-week summer term or eight hours in a 10-week summer semester.

Students participating in student teaching, internships, and cooperative education programs who are enrolled in less than 12 hours during a fall or spring semester, four hours in a five-week summer term or eight hours in a 10-week summer semester may be eligible to be certified as a full-time student with the approval of the Dean of the College or his or her designee.

JUSTIFICATION FOR PROPOSED CHANGE:

These changes are requested to add information to student rules that are already in practice due to federal financial aid regulations. By adding it to student rules, additional clarity can be provided to students.

COMMENTS:

- Approved by the Student Rules and Regulations Committee on 10/17/2008.

Submitted by:

Name: Joseph P. Pettibon II
Department: Scholarships & Financial Aid
Email: jpp2@tamu.edu  Phone: 845-8260  Mailstop: 1252
EXISTING RULE:

1.8 A full-time graduate student is defined as one who is registered for nine semester hours during a fall or spring semester, three hours in a five-week summer term and six hours in a 10-week summer semester. In addition, if a student is registered for at least one hour for the 10-week session and a total of six hours in any combination of 5-week sessions and the 10-week session, the student is considered full-time for the 10-week session. A Q grade or W grade does not count toward the certification of enrollment status.

During his or her last semester prior to graduation, if a graduate student is enrolled at Texas A&M in all remaining hours needed to complete his or her degree, has applied for graduation and does not hold a graduate assistantship, he or she may be certified as a full-time student for that final semester even though he or she may be enrolled in less than nine semester hours during a fall or spring semester, three hours in a five-week summer term or six hours in a 10-week summer semester.

Students participating in student teaching, internships, and cooperative education programs who are enrolled in less than nine semester hours during a fall or spring semester, three hours in a five-week summer term or six hours in a 10-week summer semester may be eligible to be certified as a full-time student with the approval of the Dean of the College or his or her designee.

RULE WITH PROPOSED CHANGES:

1.8 A full-time graduate student is defined as one who is registered for nine semester hours during a fall or spring semester, three hours in a five-week summer term and six hours in a 10-week summer semester. In addition, if a student is registered for at least one hour for the 10-week session and a total of six hours in any combination of 5-week sessions and the 10-week session, the student is considered full-time for the 10-week session. **Full-time enrollment for federal financial aid is always defined as 9 semester credit hours, including the summer term (all sessions combined).** A Q grade or W grade does not count toward the certification of enrollment status.

During his or her last semester prior to graduation, if a graduate student is enrolled at Texas A&M in all remaining hours needed to complete his or her degree, has applied for graduation and does not hold a graduate assistantship, he or she may be certified as a full-time student for that final semester even though he or she may be enrolled in less than nine semester hours during a fall or spring semester, three hours in a five-week summer term or six hours in a 10-week summer semester.

Students participating in student teaching, internships, and cooperative education programs who are enrolled in less than nine semester hours during a fall or spring semester, three hours in a five-week summer term or six hours in a 10-week summer semester may be eligible to be certified as a full-time student with the approval of the Dean of the College or his or her designee.

JUSTIFICATION FOR PROPOSED CHANGE:

These changes are requested to add information to student rules that are already in practice due to federal financial aid regulations. By adding it to student rules, additional clarity can be provided to students.

COMMENTS:

- Approved by the Student Rules and Regulations Committee on 10/17/2008.

Submitted by:

Name: Joseph P. Pettibon II  Department: Scholarships & Financial Aid  Email: jpp2@tamu.edu  Phone: 845-8260  Mailstop: 1252
**EXISTING RULE:**

1.10.1 A student may be blocked from registering for future semesters by the following offices for the following reasons. This list is not inclusive of all offices that can block students or all types of blocks.

- Office of Graduate Studies, academic departments or colleges–for scholastic deficiency or for disciplinary reasons related to scholastic dishonesty.
- Transportation Services–for an accumulation of overdue, unpaid parking violation citations.
- Student Financial Aid–for an outstanding bill owed for financial aid.
- Student Business Services–for an outstanding bill owed to the university.
- Office of Admissions and Records, Office of Graduate Studies, academic departments and colleges–for students admitted provisionally or on probation or for information lacking to complete the admission process and for enrolled students who have submitted questionable records (such as transcripts or residency documents) to the registrar’s office.
- Department of Student Life and Department of Residence Life–for disciplinary reasons.
- Athletic Academic Affairs Office–to assure compliance with NCAA regulations.
- International Student Services–to ensure compliance with university procedures and I.N.S. regulations.
- Center for Academic Enhancement–to ensure compliance with Texas Academic Skills Program mandate.

**RULE WITH PROPOSED CHANGES:**

1.10.1 A student may be blocked from registering for future semesters by the following offices for the following reasons. This list is not inclusive of all offices that can block students or all types of blocks.

- Office of Graduate Studies, academic departments or colleges–for scholastic deficiency or for disciplinary reasons related to scholastic dishonesty.
- Transportation Services–for an accumulation of overdue, unpaid parking violation citations.
- Student Financial Aid–for an outstanding bill owed for financial aid.
- Student Business Services–for an outstanding bill owed to the university.
- Office of Admissions and Records, Office of Graduate Studies, academic departments and colleges–for students admitted provisionally or on probation or for information lacking to complete the admission process and for enrolled students who have submitted questionable records (such as transcripts or residency documents) to the registrar’s office.
- Department Offices of the Dean of Student Life and Department of Residence Life–for disciplinary reasons.
- Athletic Academic Affairs Office–to assure compliance with NCAA regulations.
- International Student Services–to ensure compliance with university procedures and I.N.S. regulations.
- Center for Academic Enhancement–Student Learning Center to ensure compliance with Texas Academic Skills Program Success Initiative mandate.

**JUSTIFICATION FOR PROPOSED CHANGE:**

Student Financial Aid does not administer the block; this is done by Student Business Services. The rest of the changes reflect new names of departments and initiatives.

**COMMENTS:**

Approved by the Student Rules and Regulations Committee on 10/17/2008.

Submitted by: Name: Joseph P. Pettibon II  Department: Scholarships & Financial Aid  Email: jpp2@tamu.edu  Phone: 845-8260  Mailstop: 1252
EXISTING RULE: 6. Non-Degree Seeking Students (Revised: 1994)

6.1 A non-degree seeking undergraduate is a student who, for good reason, has been allowed to pursue a course of study differing from any regular curriculum and not leading to a degree. He or she must meet the prerequisites for enrollment in the individual courses. The program of the undergraduate student is subject to approval of his or her dean.

6.2 A student in post-baccalaureate non-degree status seeking admission to a graduate degree program must complete a “Graduate Application for Admission and Financial Assistance” or “Application for Admission for International Students,” submit the required application fee, submit all required credentials and meet immigration and admission requirements for the program.

6.3 Graduate courses completed before a student is officially admitted to graduate status cannot normally be used toward a degree program. Permission to use hours completed in non-degree status must be requested by a student’s department and approved by the student’s college and the Office of Graduate Studies. Such a request should be made at the time an applicant is accepted into a graduate degree program.

RULE ADDITION:

6.4 Non-degree seeking students are typically not eligible for federal financial aid. However, a student enrolled in preparatory coursework necessary to enroll in a degree seeking program (either at the undergraduate or graduate level) may request aid for a 12 month period or until fully admitted to a degree program.

JUSTIFICATION FOR PROPOSED CHANGE:

This is existing policy that has not been included in student rules previously. Adding it will provide better information to students.

COMMENTS:

Approved by the Student Rules and Regulations Committee on 10/17/2008.

Submitted by:
Name: Joseph P. Pettibon II
Department: Scholarships & Financial Aid
Email: jpp2@tamu.edu
Phone: 845-8260
Mailstop: 1252
EXISTING RULE: 13. Classification

13.1 Classification for academic purposes shall be based solely on scholastic progress as shown by the official records in the registrar’s office.

13.2 Sophomore, junior and senior classification will be granted students who have passed 30, 60 and 95 semester hours respectively.

13.3 First year grade exclusion will affect student classification if excluding a course lowers total completed hours below 30, 60, or 95 hours.

RULE WITH PROPOSED CHANGES: 13. Classification

13.1 Classification for academic purposes shall be based solely on scholastic progress as shown by the official records in the registrar’s office.

13.2 Sophomore, junior and senior classification will be granted students who have passed 30, 60 and 95 semester hours respectively.

13.3 First year grade exclusion will affect student classification if excluding a course lowers total completed hours below 30, 60, or 90 hours.

JUSTIFICATION FOR PROPOSED CHANGE:

Since most degrees only require 120 hours, AOC approved the suggestion to make students with 90 hours seniors. Currently, students must have passed 95 hours to be listed as seniors.

COMMENTS:

Approved by the Student Rules and Regulations Committee on 10/17/2008. Rule will go into effect Fall 2009.

Submitted by:

Name: Kriss Boyd
Department: General Academic Programs – for AOC
Email: kriss@gap.tamu.edu
Phone: 845-5916
Mailstop: 4247
EXISTING RULE: Appendix VII: TAMU Drug Rules, Section IV

University disciplinary proceedings will be in accordance with procedures outlined in the University Student Rules (students) and the University Rules (faculty and staff). Voluntary admission to a substance abuse treatment program prior to the issuance of charges may be looked upon favorably in disciplinary cases. Disciplinary action in cases involving drug-related violations by students will result in suspension, dismissal or expulsion from the university, depending on the nature and seriousness of the case. Participation in a substance abuse education or treatment program may be required in addition to other sanctions. Any disciplinary action imposed by the university may precede and be in addition to any penalty imposed by an off-campus authority.

RULE WITH PROPOSED CHANGES:

University disciplinary proceedings will be in accordance with procedures outlined in the University Student Rules (students) and the University Rules (faculty and staff). Voluntary admission to a substance abuse treatment program prior to the issuance of charges may be looked upon favorably in disciplinary cases. Depending on the nature and seriousness of the case, disciplinary action in cases involving drug-related violations by students will result in suspension, dismissal or expulsion from the university. Participation in a substance abuse education or treatment program may be required in addition to other sanctions. Any disciplinary action imposed by the university may precede and be in addition to any penalty imposed by an off-campus authority.

JUSTIFICATION FOR PROPOSED CHANGE:
The University Disciplinary Panel members recommended a change in sentence structure and verb usage to more accurately reflect University policy.

COMMENTS:

Approved by the Student Rules and Regulations Committee on 10/17/2008. Rule will go into effect Fall 2009.

Originally Submitted by:

Name: Dr. Lorraine Eden
Department: Management
Email: leden@tamu.edu
Phone: 862-4053
Mailstop: 4221