



Committee Meeting: Policy & Governance Committee	Date: September 6, 2019
Committee Chair: Kathleen Masiello – members present page 3	
New or Edited: Edited Academic Forgiveness Policy, last approved June 27, 2019	

POLICY NAME: Academic Forgiveness Policy

POLICY TYPE: Managerial

SUBMITTED BY: Joanne Colmerauer, Dean of Liberal Arts and Sciences
Steven Smith, Vice President of Enrollment Management

ISSUE OR STATEMENT OF PURPOSE: To create a system for students to be able to return to good academic standing and graduate from SUNY Erie.

NEW OR EDITED POLICY: Edited Academic Forgiveness Policy, last approved June 27, 2019.

Readmission following Dismissal

SUNY Erie students who were academically dismissed prior to Spring 2019 will be required to complete an Academic Appeal Application. The application will be reviewed by the appropriate committee ¹.

These previously dismissed students will be placed on Academic Probation 1 if readmitted and will be required to seek intervention services.

SUNY Erie students dismissed following Fall 2019, or any semester, thereafter, were subject to the Academic Probation and Dismissal policy approved in 2018, and therefore, have already completed at least two semesters on Academic Probation. To be readmitted as a matriculated student, they are subject to the following requirements:

Must wait one full calendar year from the time of dismissal before being considered for readmission as a matriculated student. Special circumstances can be considered for exception to the waiting period by the appropriate academic review committee.

Must complete at least 6 credits hours as a non-matriculated student at SUNY Erie or another institution earning a semester GPA of 2.5 or higher in those courses. ²

If readmitted to SUNY Erie, the student will be placed on Academic Recovery. This academic standing requires the student to seek intervention services in order to register for courses. Students with this academic standing will also have their academic records reviewed after each semester by the appropriate committee.

Academic Forgiveness Programs

Students will be given the opportunity to improve their academic standing in order to graduate under the



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following programs - Fresh Start and 36 Credit Hour Adjustment. Fresh Start is granted to students after an extended break in attendance. The 36 Credit Hour Adjustment program assists students who change their major and are pursuing a new degree. Requests for academic forgiveness must be approved by the Divisional Dean.^{3,4}

Fresh Start

1. Fresh Start is extended only once during the student's enrollment at SUNY Erie.
2. Students who previously attended SUNY Erie but have not been in attendance for three or more years may choose to take advantage of Fresh Start.
3. Candidates for Fresh Start will be identified at the time of admission and will be provided with the criteria for the program. Students must submit the Fresh Start application to the Student Support Center no later than the last day of classes in the semester in which the student re-enrolled following the three-year absence. The application will be reviewed with the student and then forwarded to the Divisional Dean for final approval.
4. Fresh Start may be granted after successful completion of the returning semester as a full-time matriculated student. Successful completion is defined as passing a minimum of 12 credit hours and earning a semester GPA of 2.5 or higher. Part-time matriculated students can also be eligible for the Fresh Start program. In the case of the part time student, a student's term GPA must be a minimum of 2.5 for every term after readmission until a minimum of 12 credit hours has been reached.
5. Following a Fresh Start, cumulative average is determined using only courses with a passing grade prior to the Fresh Start period and all course work taken after readmission.
6. As a result of being granted "Fresh Start", a student will receive credit toward the total degree requirement for only those courses taken prior to the student's three-year absence from SUNY Erie in which the student earned a passing grade.
7. Under this policy, grades that are forgiven will not be used to calculate GPA at SUNY Erie but will remain a part of the official academic transcript.
8. The student must accept all current degree and departmental requirements at the time of acceptance into the Fresh Start program.

36 Credit Hour Adjustment

1. The 36 Credit Hour Adjustment program is extended only once during the student's enrollment at SUNY Erie.
2. Allows up to 36 credit hours of grades of C- or lower to be excluded from the cumulative GPA.



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3. This option is only available to students who change academic programs. The only credit hours forgiven under this program will be those that were taken to satisfy previous program requirements that no longer apply and are not required for the student's new academic program.
4. Students must show academic improvement by earning a semester GPA of 2.5 or higher in the new academic program to be eligible for the 36 Credit hour Adjustment. In the case of the part time student, a student's term GPA must be a minimum of 2.5 until a minimum of 12 credit hours has been reached.
5. Students can apply for the 36 Credit Hour Adjustment program through the Student Support Center.
6. All grades earned at SUNY Erie will remain a part of the official academic transcript.
7. Students will lose credit hours toward degree completion when a grade is forgiven, and those courses will not count for any degree requirement.

DOES IT SUPERCEDE A POLICY/WHICH ONE:

Edited Academic Forgiveness Policy, last approved June 27, 2019.

POLICY & GOVERNANCE COMMITTEE RECOMMENDED ACTION:

The Policy & Governance Committee recommends the Board of Trustees accept the Managerial policy under the Committee Reports, Policy & Governance Committee. This Policy supersedes all prior policies/procedures and practices related to Fresh Start.

POLICY & GOVERNANCE COMMITTEE MEMBERS PRESENT: Trustee Kathleen Masiello, Trustee Leonard Lenihan, Executive Vice President for Administration and Finance Penelope Howard, Provost and Executive Vice President of Academic and Student Affairs Douglas Scheidt, Vice President of Human Resources, Equity & Inclusion Tracey Cleveland, Employee Relations Manager Daniel Kaufmann, Dean of Liberal Arts and Science Joanne Colmerauer, Professor Michael Delaney, Director of Registration Paul Lamanna, Dean of Liberal Arts and Science Jamie Smith

DATE OF BOARD ACCEPTANCE: September 26, 2019

POLICY & GOVERNANCE COMMITTEE TEAM FOLLOW-UP:

Following Trustee acceptance, this Managerial policy will be included in the SUNY Erie Community College Board of Trustees Managerial Policy Manual.

INFORMATION/INPUT CONSIDERED DURING POLICY & GOVERNANCE COMMITTEE DELIBERATIONS:

¹ The appropriate committee will be appointed by the Provost.



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² The following college re-admission policies were reviewed and considered in development of this policy:

Buffalo State - 1 full year required

SUNY Cortland - 3 years required and 24 credit hours completed with 2.75 GPA

SUNY Oneonta - 1 calendar year and 12 credit hours with 2.5 GPA

Nassau Community College - 1 full year

Brockport - 2 semesters following second dismissal

SUNY Jefferson Community College - 1 full semester

SUNY Canton - 1 semester and 6-12 credit hours with 2.5 GPA

³ 36 Credit hour adjustment has been a practice at the College; however, it was never an official policy of the college.

⁴ Fredonia's Academic Forgiveness policies were reviewed in consideration of this policy

The Policy has been reviewed and discussed at the Policy & Governance Committee meeting September 6, 2019. The previous Academic Forgiveness Policy, last approved June 27, 2019 was also approved by the College Senate in May 2019.