

College of Business  
Office of the Dean

**MEMORANDUM**

**DATE:** May 7, 2012

**FROM:** Bennie J. Wilson III, College of Business, Chair, AP&R Committee

**THRU:** Academic Policy & Requirements (AP&R) Committee  
James Balentine, College of Liberal and Fine Arts  
Saadet Beeson, College of Architecture  
Andrey Chabanov, College of Sciences  
Seok Kang, College of Liberal and Fine Arts  
Juliet Langman, College of Education and Human Development  
Richard Lewis, College of Liberal and Fine Arts  
Randy Manteufel, College of Engineering  
Patricia McGee, College of Education and Human Development  
Byongook Moon, College of Public Policy  
Sandy Norman, Colleges of Sciences  
Anuradha Roy, College of Business  
Patricia Thompson, College of Sciences  
Cynthia Williams, UTSA Writing Program

**TO:** Carola Wenk, College of Sciences, Chair, UTSA Faculty Senate

**SUBJECT:** Proposed Revision to the Requirements for the President's List, the Dean's List, and the Honor Roll

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The Committee recommends Faculty Senate **approval** of the Associate Dean's Council proposed revision to the requirements for the President's List, the Dean's List, and the Honor Roll (attached), with one advisory recommendation: Provide a final semester exception to the credit hour rule for students requiring fewer hours to complete their degree programs.

The voting process and results were:

- 14 - Number of voting-eligible committee members
- 12 - Number of members who voted (except chair unless to break tie vote or assure quorum)
- 8 - Quorum required to conduct vote
- 11 - Number voting for the proposal
- 1 - Number voting against the proposal
- 0 - Number abstaining

I certify that these results are accurate.

Attachment

**MEMORANDUM**

**TO:** Faculty Senate  
Vice Provost for Accountability

**FROM:** Lawrence R. Williams *L.R.W.*  
Vice Provost and Dean of Undergraduate Studies

**SUBJECT:** Proposed Revision to the Requirements for the President's List, the Dean's List, and the Honor Roll (Revised)

Please review and consider for approval the attached proposed changes for the requirements for students to achieve the President's List, Dean's List, and Honor Roll. These proposed changes are recommended by the Associate Deans' Council.

## Proposal for Modification President's List, Dean's List, and Honor Roll

The following is the current policy found in the 2011-12 UTSA Information Bulletin concerning the President's List, Dean's List, and Honor Roll listed with the proposed changes. Included is a version using the Microsoft Word "Track Changes" feature and a clean copy version.

### 1. "Track Changes" Version

#### President's List, Dean's List, and Honor Roll

***President's List.*** Undergraduate students who achieve scholastic distinction in a semester, as evidenced by a grade point average of 4.0 in at least 15 semester credit hours in a fall or spring semester, or at least 12 semester credit hours in a summer semester, excluding grades of "CR," and who receive no grades of "~~D+,~~" "~~D,~~" "~~D-,~~" "~~F,~~" "~~IN,~~" or "~~NC.~~"

~~***Full-Time Student Dean's List.***~~ Undergraduate students who achieve scholastic distinction in a semester, as evidenced by ~~complete~~ at least 12 semester credit hours and who achieve a grade point average of 3.75 or higher in at least 15 semester credit hours in a fall or spring semester, or at least 12 semester credit hours in a summer semester, excluding grades of "CR," and who receive no grades of "D+," "D," "D-," "F," "IN," or "NC."

~~***Part-Time Student Dean's List.***~~ Undergraduate students who complete 6 to 11 semester credit hours and who achieve a grade point average of 3.75 or higher for a semester, excluding grades of "CR," and who receive no grades of "D+," "D," "D-," "F," "IN," or "NC."

~~***Full-Time Student Honor Roll.***~~ Undergraduate students who achieve scholastic distinction in a semester, as evidenced by a grade point average of 3.5 or higher in at least 9-12 semester credit hours in a fall, spring, or summer semester, excluding grades of "CR," and who receive no grades of "D+," "D," "D-," "F," "IN," or "NC."

~~***Part-Time Student Honor Roll.***~~ Undergraduate students who enroll in 6 to 11 semester credit hours and maintain a grade point average of 3.5 or higher, excluding grades of "CR," and who receive no grades of "D+," "D," "D-," "F," "IN," or "NC."

In a given semester, a student will be recognized for only the highest of the above honors for which he or she qualifies

To determine eligibility for graduation with honors, see Graduation with University Honors in this chapter.

### 2. "Clean Copy" Version

#### President's List, Dean's List, and Honor Roll

***President's List.*** Undergraduate students who achieve scholastic distinction in a semester, as evidenced by a grade point average of 4.0 in at least 15 semester credit hours in a fall or spring semester, or at least 12 semester credit hours in a summer semester, excluding grades of "CR," and who receive no grades of "IN" or "NC."

***Dean's List.*** Undergraduate students who achieve scholastic distinction in a semester, as evidenced by a grade point average of 3.75 or higher in at least 15 semester credit hours in a fall or spring semester, or at least 12 semester credit hours in a summer semester, excluding grades of "CR," and who receive no grades of "D+," "D," "D-," "F," "IN," or "NC."

***Honor Roll.*** Undergraduate students who achieve scholastic distinction in a semester, as evidenced by a grade point average of 3.5 or higher in at least 9 semester credit hours in a fall, spring, or summer semester, excluding grades of "CR," and who receive no grades of "D+," "D," "D-," "F," "IN," or "NC."

In a given semester, a student will be recognized for only the highest of the above honors for which he or she qualifies.

To determine eligibility for graduation with honors, see Graduation with University Honors in this chapter.

### **Rationale for the Proposal**

The primary rationale for the proposed changes is to recognize those students with the President's List and Dean's List distinction only if they are making progress toward a timely, four-year graduation. An important feature of the university's Four-Year Graduation Rate Improvement Plan (GRIP) is to create a culture in which students are expected to complete 30 semester credit hours each year in order to stay on track toward a four-year graduation. Consequentially, the Associate Deans' Council proposes that the distinction of President's List and Dean's List be bestowed only on those students who complete at least 15 hours in a fall or spring semester, making timely progress toward a four-year graduation. Since the timeframe of the summer term is compressed, we propose that the distinction of President's List and Dean's List continue to be bestowed on those who achieve the grade point average requirement and complete at least 12 semester credit hours in a summer semester

For the same reasons as above, we propose that the Part-Time Student Dean's List and Part-Time Student Honor Roll categories be eliminated. Without the distinction between full-time and part-time, we propose that the "Full-Time Student Dean's List" be renamed simply the "Dean's List" and the "Full-Time Student Honor Roll" renamed simply the "Honor Roll."

On the other hand, we wish to continue to permit certain students with excellent grade point averages in a semester but completing fewer than 15 semester credit hours to have opportunities to receive recognition for their excellent work including students enrolled on a part time basis. Even though we intend to eliminate the Part-Time Student Honor Roll, we propose to reduce the semester credit hour requirement for Honor Roll recognition to 9 semester credit hours. This will permit students presently qualifying for the President's List and Full-Time Student Dean's List but completing fewer than 15 hours to qualify for the Honor Roll. Also certain students qualifying for the Part-Time Student Dean's List and Part-Time Student Honor Roll under the present rules will be honored under the new rules by also qualifying for the Honor Roll.

We believe that these changes will contribute to the university's goal of establishing a culture among our undergraduates to complete at least 30 semester credit hours per year to stay on track toward a four-year graduation, while also providing a mechanism to recognize certain other high

achieving students who for some reason complete fewer than 15 semester hours in a fall or spring semester.

Finally, language has been added to make it clear that an individual student may be recognized for only one of the three accolades of President's List, Dean's List, of Honor Roll, which appears to be the intention of the policy and is certainly the current practice. Also, we propose that the superfluous stipulation that no grades of "D+," "D," "D-," or "F" can be received in order to qualify for the President's List be removed.

## **Members of the 2011-2012 Associate Deans' Council**

Lawrence R. Williams, Chair

Vice Provost and Dean of Undergraduate Studies

Robert Baron

Associate Dean, College of Architecture

Joseph R. DeCristoforo

Assistant Vice President and University Registrar

Ann R. Eisenberg,

Associate Dean, Honors College

Marcheta Evans

Associate Dean, College of Education and Human Development

Patricia A. Glenn

Associate Dean for Retention and Graduation, Office of Undergraduate Studies

Daniel R. Hollas

Senior Associate Dean, College of Business

Craig T. Jordan

Associate Dean of Academic Programs, College of Sciences

Amir Karimi

Associate Dean of Undergraduate Studies, Office of Undergraduate Studies

Lisa J. Montoya

Associate Dean for Undergraduate Studies, College of Business

Blanche Desjean-Perrotta

Associate Dean for Teacher Education, College of Education and Human Development

Francine S. Romero

Associate Dean, College of Public Policy

Mehdi Shadaram

Associate Dean for Student Affairs and Policies, College of Engineering

Barbara G. Smith,

Executive Director of Advising

Christopher J. Wickham

Associate Dean for Student Affairs, College of Liberal and Fine Arts

Tammy J. Wyatt

Associate Dean for Undergraduate Student Success, College of Education and Human Development