

**JOHN CARROLL UNIVERSITY**  
**PROVOST'S COUNCIL**

John Day, Kathleen Dean, Lauren Bowen, Jeanne Colleran, Sherri Crahen, Barbara D'Ambrosia,  
Dwight Hahn, Jim Krukones, Mark McCarthy, Sheila McGinn, Paul V. Murphy, Karen Schuele,  
Brian Williams, David Wong, Sheri Young.

January 16, 2013  
Minutes

Present: L. Bowen, S. Crahen, B. D'Ambrosia, K. Dean, D. Hahn, J. Krukones, M. McCarthy,  
S. McGinn, P. Murphy, K. Schuele, B. Williams, D. Wong, S Young.  
Guests: K. DiFranco, C. Wenzel, M. Moroney

J. Krukones called the meeting to order at 9:00 a.m.

The Minutes of the December 12, 2012, meeting were approved.

J. Krukones noted that the focus of the meeting would be issues of student dismissal as related to federal financial aid guidelines. He introduced K. DiFranco, Registrar; M. Moroney, Associate Dean for Student Services and Academic Advising; and C. Wenzel, Director, Financial Aid.

M. Moroney gave an overview of the complementary nature of the work being done in the areas of advising and financial aid and how this work affects retention and graduation. Students are monitored every semester, and advising will intervene after one semester if the student is not doing well. She also explained the dismissal cycle, noting that students are placed on academic warning before dismissal. In addition, according to federal guidelines, students need to maintain a minimum GPA to show appropriate progress toward graduation in order to receive financial aid.

C. Wenzel explained the federal financial aid regulations that became effective July 1, 2011, which require students to successfully complete courses for which aid is received. Students receiving financial aid are reviewed at the end of each semester for academic progress, using the measures of GPA and PACE (attempted credit hour completion rate.) Students must show a minimum completion rate of 67% of classes attempted (Graduate students – 50%). There is an appeal process, which includes a detailed academic plan.

C. Wenzel noted the collaboration of financial aid and advising, which contributes to the academic and financial wellbeing of students. She also noted the success of this work, as records show only 6 of 65 students in academic jeopardy had to be suspended last semester.

It was pointed out that, at this time, advisors can only see that a student has an academic warning and are not notified regarding financial warnings. M. Moroney suggested that advisors recommend students check with financial aid before they drop a class to make sure there are no ramifications.

B. Williams noted that there is a way to monitor and automate this issue through Banner.

C. Wenzel distributed and reviewed the *Standards of Academic Progress for Financial Aid* handout and *Standards of Academic Progress (SAP) Assessment Worksheet*, which are given to students when they visit the Financial Aid office.

K. DiFranco explained the purpose of the letter sent to faculty every semester from the Provost/AVP's office regarding student attendance and F/FA/WF grades. She noted the importance of determining the student's last date of attendance. The early alert, mid-term grades and WF grade will all make advising/financial aid aware of a possible problem.

B. D'Ambrosia reported that CAP was looking into the need for the FA grade, noting that the grading system needs to be less ambiguous.

D. Wong asked if the on-line net tuition calculator was useful to students. C. Wenzel said that the calculator is on the University's web page, and students find it helpful. By using this calculator, parents don't have to wait to receive the financial aid packages for information regarding finances/costs.

S. Crahen observed that today's discussion was tremendously useful, and that those in attendance should consider who else would benefit from access to the information.

The meeting was adjourned at 10:20.

Respectfully submitted,  
Barbara Lovequist