

August 24, 2018

TO: Dr. Jennifer Bird-Pollan, Chair University Senate

FROM: Dr. Ruth Beattie, Associate Dean, College of Arts & Sciences

SUBJECT: Late Degree Addition – August 2017

1. Student Name: [REDACTED]
2. Student Number: [REDACTED]
3. Student Degree and Major: Bachelor of Arts in Geography with a Minor in Mapping and GIS
4. Expected Degree: Bachelor of Arts in Geography with a Minor in Mapping and GIS, August 2017
5. The student applied for an August 2017 degree.
6. The student's graduation application was entered into SAP, by the College of Arts and Sciences, on August 1, 2017.
7. Somehow the student was not added to the SECOND official August 2017 degree list for Senate approval at the September 2017 Senate meeting. Three degree applications were entered into SAP a week after this student's application was entered. All three students were listed on the Senate degree approval list. The omission of this student from the list was an administrative error.
8. The student has completed all of the requirements for the degree.
9. The College of Arts and Sciences approved the awarding of the degree. As the student was not listed on the Senate degree approval list, that degree approval was rescinded and the degree denied by the Registrar's Office.
10. The student recently discovered this error and contacted the College of Arts and Sciences.
11. Due to the aforementioned administrative error, the College of Arts & Sciences feels that the Bachelor of Arts in Geography with a Minor in Mapping and GIS should be awarded to the student with a graduation date of August 2017