

IOWA STATE UNIVERSITY MINUTES

Meeting: Academic Standards and Admissions Committee	Key Roles
Date: Wednesday, Nov. 4 , 2020	Meeting Leader: Terri Boylston
Place: virtual	Support: Laura Bell
Start Time: 2:00 p.m.	End Time: 3:00 p.m.

TOPIC	LEADER
Introductions	
Approval of Minutes –October 28, 2020	Motion: Selby, seconded Boury Unanimously approved
• OLD BUSINESS	
<p>1A Winter Session</p> <ul style="list-style-type: none"> Academic Dismissal Decisions and Time Line (see ‘Academic Dismissal Decisions and Timeline’) – updates from colleges 	<p>The colleges will notify students by December 18th. The colleges will notify the Registrar’s Office by January 8th to update the student’s record.</p> <p>Some students do not seem to recognize they have been dismissed until their schedule goes away. Andrea shared timeline this was fairly in line with the college’s normal timelines. The colleges have more time this winter session.</p> <p>It was not clear when the students schedule will be dismissed and if it would be the whole schedule or the winter schedule. It was also unclear if the timeline was following normal processes.</p> <p>The desire would be for the colleges to send the letters out as soon as possible. Typically, the colleges get the information to the Registrar’s Office within a couple days. The deadline was set as an absolute date for notification. There are concerns about staffing with the holidays which may delay this process and thus notification of students.</p> <p>If the colleges are dismissing the students, the request is that the students’ schedules be dropped at the same time. This is not the normal process. These are processed as they are received but can still take a day or two to complete.</p> <p>Only for those students in Winter session, we have to process things a little faster. Those who are in Winter session courses that are being dismissed should have their winter and spring courses dropped at the same time, within the same December 18th deadline.</p> <p>Proposal:</p> <ul style="list-style-type: none"> Make the deadline for colleges to notify the Office of the Registrar be no later than December 18th, if they are dismissing students. <p>Action Items:</p> <ul style="list-style-type: none"> Jennifer will revise the timeline and share with the committee for review and approval.

1B. Drops and Drop Limits and Repeat Credits

- Drop limit:
<https://catalog.iastate.edu/registration/#limitsholdstext>
- Repeats:
<https://catalog.iastate.edu/academiclife/gradingssystem/#gradepoliciesstext>
- Drop – Repeat policies – Peer institutions
- Data from Jonathan (see CyBox and email)

Jonathan shared number of drops, number of drops remaining Fall and Spring, and requests for additional drops granted data.

There has not been much change in distribution in the last couple years in regards to number of drops remaining. Most have one or two additional drops granted.

Engineering strongly discourages students from requesting additional drops. Unless students have extenuating circumstances, they are not typically granted additional drops.

This data is based on their current status.

- Spring of 2020, 527 students used all of their drops out of 25,584 students. This is among all students. About 2% of students are using all of their drops.
- 4% of seniors used all of their drops.

Students repeat courses when they cannot drop. A lot of the courses that are repeated are early courses.

The first semester is not counted in this data as students are allowed free drops. If students begins in the summer, this would count in the free drops along with the fall semester. The data shared is not based on semesters, it is based on classification.

It is pretty rare that students use all of their drops.

If a student takes a course, does not drop the course and fails it, they can take the course again and the subsequent grade will replace the original grade. This would be a designated repeat and is different from drops.

The Registrar's Office is collecting midterm grades in advance of the deadline to be able to notify students by midterm.

If you do not schedule your exams before midterm grades are due to the Registrar, the midterm grade is not as meaningful to the students.

First and second grade of repeated courses data:

- Most commonly repeated courses in the last 5 years was shared.
- Number of repeats used, looking at Fall 2020 students.
- A student can take a course an unlimited number of times. They can take up to 15 credits as repeat and have it replace the student's original grade.

When reviewing students for academic standards they look at the number of credits a student has for repeat, and how many drops they have left.

It is an issue for courses that have a linked lab. Dropping the lab can count as an additional drop if the student drops the lecture. When a student is forced to drop the lab, Engineering will grant them an additional drop. CALS does the same thing, they will grant the student an additional drop if they have to drop the lab and the lecture.

There is also a wish to grant transfer students 5 drops, just as all other students are granted who come directly from high school.

This will be something we will need to discuss with IT to ask if this is possibility. Currently, we have a manual work around. IT has a number of projects on their list at this time.

Chemistry states if you drop the lecture or the lab, you must drop the other as well. This counts as 2 drops for the students.

Physics is evaluating if they are going to pull their lab and course credits apart. Combining these credits has been causing issues in other areas.

Design would like this to be changed to counting courses rather than credits.

Drops are based on the number of courses and repeats are based on the number of credits. Design has 6 credit courses. If we count courses, students will reach their limit very quickly.

The commonly repeated courses are more than 3 credits. The number of credits per course varies across the departments.

By and large, our degree programs are 120 credits. Calculating this across 4 years, this comes to 15 credits. Programs like Design were not in existence when this policy was created. These students could possibly carry 18 credits due to their course load.

There are students who repeat courses beyond 15 credits. Total it is 296 students out of over 25,000 students.

Proposal:

- Update policy to allow transfer students 5 drops regardless of their classification when you started.
- If a student must drop a linked course (i.e. lecture and lab) this will count as one drop.
- All students will be allowed 5 repeats.

Action Item:

- Jonathan will pull the average credit load carried by student by college.

Will continue discussion next week. Need to look at the number of times a student can repeat a course. Also, you can take a course for a grade and then repeat it for a pass/not pass

	and vice versa. Think about the repeats, if we go to counting courses, do we add a credit maximum as well?
NEW BUSINESS	
2A. Transfer Deficiencies https://catalog.iastate.edu/admissions/#transfercredittext	
2B. Last 32 Credits https://catalog.iastate.edu/academics/#graduationtext	
2C. Policy/Issue Prioritization <ul style="list-style-type: none"> • From 100 Ideas in 100 Days discussion <ul style="list-style-type: none"> • Review the policy that allows Academic Standards Committee in each college to set higher GPA and other requirements for re-admitting students (following dismissal) – consistency across colleges • Review and revise the Progress/Probation/Warning Policy – differences for students with > 75 credits – The entire policy needs reviewing • Maximum credit limit per term (18 cr – undergrad) – while exceptions are allowed, this could be an obstacle for some high-achieving students and may impact time to degree – also should there be different limits for students on probation/warning or reinstated? (https://catalog.iastate.edu/registration/#limitsholdstext) • Review policy for transfer deficiencies • Drop limit – consistency across colleges, change from class count to credit count, should there be a drop limit? 5 drops for new direct students, 4 for transfer students (https://catalog.iastate.edu/registration/#limitsholdstext) • 32 credit rule. If 12 credits are required for full-time status, and an average credit load is 15 credits, then perhaps we could consider bringing this down to the final 30 credits, In now 24 credits completed at ISU. Otherwise, students are required to take two-16 credit semesters. Also, as it is noted in the catalog, we are allowed to waive 6 credits with permission. Since the catalog automatically makes an allowance for 6 credits to be waived, It would make sense to drop this down. • Other Policies <ul style="list-style-type: none"> • Academic Integrity – online courses/exams • Academic Renewal 	

- To be eligible ‘Students must not have graduated from Iowa State University’
- Question – are students eligible in they transferred to another university, earned a degree and want to return to ISU?
<https://catalog.iastate.edu/registration/#reinstatementrenewaltext>
- Designated repeats – change from credit count to class count, limit number of times a course can be repeated, graded to Pass/Not Pass?
<https://catalog.iastate.edu/academiclife/gradingsystem/#gradepolicies>)
- Posthumous degree
- Academic misconduct – sanction for students dropping courses who have been accused of academic misconduct
https://catalog.iastate.edu/academic_conduct/#academicdishonesty)

FUTURE MEETINGS

Nov. 11