

IOWA STATE UNIVERSITY MINUTES

Meeting: Academic Standards and Admissions Committee	Key Roles
Date: Thursday, April 23, 2020	Meeting Leader: Terri Boylston
Place: virtual	Support: Laura Bell
Start Time: 1:10 p.m.	End Time: 2:00 p.m.

TOPIC	DISCUSSION
Approval of Minutes –April 9, 2020	Approved
OLD BUSINESS	
<p>1A. Update of Approved Policies</p> <ul style="list-style-type: none"> • Home School GPA Policy – Admissions – Passed Faculty Senate 4/21/2020 • Period 2 Drops • Class Attendance Policy – Military Service – Passed Faculty Senate 4/21/2020 • Request for Early Reinstatement – Passed Faculty Senate 4/21/2020 • Award of Automatic Scholarships for Home School Students • Minimum GPA for International Transfer Applicants 	<ul style="list-style-type: none"> • Home School GPA Policy – Admissions – Passed Faculty Senate 4/21/2020 • Class Attendance Policy – Military Service – Passed Faculty Senate 4/21/2020 • Request for Early Reinstatement – Passed Faculty Senate 4/21/2020 • Period 2 Drops was not passed. • Award of Automatic Scholarships for Home School Students • Minimum GPA for International Transfer Applicants was passed by Academic Affairs.
<p>1B. Period 2 Drops – Referred back to ASAC</p> <ul style="list-style-type: none"> • Special circumstances that require instructors’ signature • Notification of instructor of drops 	<p>There was a request from Vet Med to have the instructor sign off on drops as this addresses issues with rotations and other issues.</p> <p>The College of Education is in the same situation as Vet Med. They have students who are placed by the university in schools for practicums and student teaching experiences. The College of Engineering also has a concern as they have students completing capstone projects.</p> <p>If the instructor does not sign off on the drop slip, they are not notified. Faculty Senate did not like having to check in AccessPlus or Canvas to check on students who may have dropped. It is important for instructors to have this knowledge to be able to reassign group work. Also, it would make the university look bad for students in practicums to drop courses and the instructor not be aware.</p> <p>This became an issue when some faculty members believed their signature was required for the student to drop the course. There were faculty members who refused to sign, telling students they were not allowed to be out of a program they did not want to be in. Faculty members may not have a full understanding of how dropping a course may affect the student’s progress toward degree.</p> <p>These are not permission signatures, the signatures are noting a conversation has taken place with the student. It is the discretion of the student to drop a course. There are concerns about making students jump through hoops to obtain these signatures.</p>

	<p>From a student services perspective it would be best to change the policy to one signature. Some of these policies are prohibitive to students. At other institutions students can drop a class online without any discussion with advisers or instructors. The student services office staff regularly sees students who are not able to get the instructors signature and creating concerns for the student. It is an issue for the college or department to address, if faculty are refusing or not available to sign drop slips.</p> <p>There are many parties who feel it is necessary to have the instructor's signature. Students who are in an academic program of study are not allowed to drop a class. The majority of our students are not in situations/programs where they are not able to drop classes at their own discretion. There is a natural consequence for students who are in a program of study that drop a course. Students can be dismissed for dropping programs.</p> <p>If the drop form is processed, the instructor and the adviser would be notified if the student inappropriately drops a course. An instructor cannot take a student off their class list if they are not dropping the course properly. There is nothing in the system that automatically flags an inappropriately dropped course. These issues have to be found by a person.</p> <p>To create automated notices, to be sent to instructors when students drop courses, is a very complex issue. This would require a great deal of time and energy from UIT to address this solution. We could examine DocuSign as a possible solution, however, this too is very complex. There is an alert in Canvas when students drop a class. Faculty do not always know where to find this information.</p> <p>There are situations where students who have been found guilty of academic misconduct. Being able to drop the course prevents the student from receiving an F as a penalty for their actions.</p> <p>An amendment to this policy could be to keep the one signature and have faculty members either add language to their syllabus sharing their signature is required to drop the course, or for the faculty member to waive the right to sign the drop slip.</p> <p>Suggestion: Drop the policy at this time and revisit the policy when Workday has been implemented. We will continue to require the two signatures. We will clarify the signatures are not permission but signify a conversation took place.</p> <p>Vote: There was not quorum for a vote.</p> <p>Action: Terri will summarize these issues and send to the committee for review and electronic vote.</p>
<p>1C. Award of Automatic Scholarships for Home School Students</p> <ul style="list-style-type: none"> Concerns of using only ACT/SAT scores for Home School students 	<p>Concerns were expressed about parity between traditional and home school students.</p> <p>The purpose of the policy was to try to make the awarding of scholarships as clear as possible.</p>

<ul style="list-style-type: none"> Focus that goal of the policy is not to change current policy for award of automatic scholarships but to provide a clear, fair policy for the award of these scholarships to home school students 	<p>Inside Iowa State states that Faculty Senate will vote on this policy. This was the first reading of the policy and there was not a vote at that time. Faculty Senate was not supportive of this policy at the first reading.</p> <p>Faculty Senate suggested removing GPA's from all of the scholarship award criteria.</p> <p>Admissions has research which shows there is value to having GPA's as part of the criteria for awarding scholarships.</p> <p>We could add an "Or" to all of the criteria. For example, the student has to have a GPA of X "OR" a test score of X. There are some issues with schools who do not weight scores for students who are in AP classes. The BOR and ISU is working to create an automated transcript for high school students. The transcript process will automatically calculate a student's GPA and their weighted GPA to address this issue.</p> <p>Suggestion: Let the policy stand as proposed for the second reading. Inquire about having Phil attend the next Faculty Senate meeting to provide feedback and answer questions.</p> <p>Action: Terri will ask Jonathan Sturm about extending an invitation to Phil to attend the next meeting.</p>
<p>1C. Graduation with Distinction – BSN Program</p> <p>Candidates for the bachelor of science in nursing degree may graduate with distinction as outline above providing that they (a) have earned a cumulative grade point average of 3.50 or higher at ISU at the beginning of their final term, (b) have completed 32 semester credits of coursework at ISU at the time of graduation.</p> <ul style="list-style-type: none"> If a student drops below 3.5 GPA in their last semester, does the student still graduate with distinction? Should the 'Graduation with Distinction' and 'Cum laude' policies both be in place? Is there overlap or is cum laude, magna cum laude and summa cum laude under the 'Graduation with Distinction' umbrella? Does this recognition appear on the diploma and transcript? Are there other 32 credit programs that could be impacted by this decision? Registrar's website: https://www.registrar.iastate.edu/students/deans-list Catalog: https://catalog.iastate.edu/academics/#scholasticrecognitiontext 	
NEW BUSINESS	

<p>2A. Discontinuation of GPA Requirement for Dietetics Admissions</p> <ul style="list-style-type: none"> • Discontinuation of pre-dietetics designator and dietetics admission process 	<p>In 2014 the Dietetics program added a pre-dietetics program and grade requirements to enroll. Since this time, changes have been made to the program. Additionally, there have been changes made requiring students to earn a Master's to become dietitians.</p> <p>There is a request from the Dietetics program to drop the pre-dietetics and minimum grade requirement. This has been passed by the Academic Standards and Curriculum Committees from CHS and CALS.</p> <p>Vote: There was not quorum for a vote.</p> <p>Action: Terri will share with the committee members for review and electronic vote.</p>
<p>2B. Academic Renewal –</p> <ul style="list-style-type: none"> • 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? <p>https://catalog.iastate.edu/registration/#reinstatementrenewaltext</p>	
<p>2C. Policy/Issue Tracking Document</p>	
<p>2D. Policy/Issue Prioritization</p> <ul style="list-style-type: none"> • Designated repeats – change from credit count to class count, limit number of times a course can be repeated? (https://catalog.iastate.edu/academiclife/gradingsystem/#gradepolicytext) • Approvals for exceeding full time course load (https://catalog.iastate.edu/registration/#limitsholdstext) • Denying the same major-minor combination • Posthumous degree • Academic misconduct – sanction for students dropping courses who have been accused of academic misconduct (https://catalog.iastate.edu/academic_conduct/#academicdishonestytext) • Drop limit – change from class count to credit count, should there be a drop limit? (https://catalog.iastate.edu/registration/#limitsholdstext) 	
ADDITIONAL INFORMATION	
<p>Update from Shawn Boyne</p>	<p>Early next week they will be issuing guidelines for summer online instruction. These are based on new Department of Education guidelines that are not currently being enforced but will be.</p>
FUTURE MEETINGS	

Meetings are scheduled for every two weeks, on Thursday from 1:10 p.m. to 2:00 p.m.

- May 7, 2020: virtual