

## IOWA STATE UNIVERSITY AGENDA

| Academic Standards and Admissions Committee | Key Roles                      |
|---|--------------------------------|
| Date: December 2, 2021                      | Meeting Leader: Terri Boylston |
| Place: 3150 Beardshear                      | Support:                       |
| Start Time: 4:00 p.m.                       | End Time: 5:00 p.m.            |

| Topic   | Leader(s)                            |
|---|--------------------------------------|
| <p><b>Approval of Meeting Minutes</b></p> <ul style="list-style-type: none"> <li>November 11, 2021</li> <li><i>Note.</i> Minutes available in CyBox</li> </ul>  | Terri Boylston                       |
| <p><b>Status of Policies/Issues Advanced by FS ASAC</b></p> <ul style="list-style-type: none"> <li>Undergraduate Certificates – 2<sup>nd</sup> reading – Faculty Senate 12/14</li> </ul>  | Terri Boylston                       |
| <p><b>Catalog in Effect Policy</b></p> <ul style="list-style-type: none"> <li><a href="https://catalog.iastate.edu/collegescurricula/">https://catalog.iastate.edu/collegescurricula/</a></li> <li>Approved 11/11: A student may choose to graduate under the catalog in effect at the time of graduation or a catalog for the previous <del>five</del> <b>six</b> years, provided it covers a period of the student's enrollment <b>at an accredited college or university</b>. Full requirements of the chosen catalog must be met except that adjustments will be made in instances where courses are no longer available or where programs have been changed</li> <li>Jennifer – check with IT – can we extend for 1 additional year?</li> </ul>  | Terri Boylston<br>Jennifer Suchan    |
| <p><b>Academic Standing</b></p> <ul style="list-style-type: none"> <li>Policies to consider:</li> <li>Academic Standing:<br/><a href="https://catalog.iastate.edu/academiclife/progressprobation/#academicprobationtext">https://catalog.iastate.edu/academiclife/progressprobation/#academicprobationtext</a></li> <li>Progress and Probation (Summer):<br/><a href="https://catalog.iastate.edu/academiclife/progressprobation/#summeracademicstandardtext">https://catalog.iastate.edu/academiclife/progressprobation/#summeracademicstandardtext</a></li> <li>Reinstatement:<br/><a href="https://catalog.iastate.edu/registration/#reinstatementrenewaltext">https://catalog.iastate.edu/registration/#reinstatementrenewaltext</a></li> <li><i>Note.</i> Data available in CyBox</li> </ul> | Terri Boylston<br>Jennifer Suchan    |
| <p><b>Incomplete Policy</b></p> <ul style="list-style-type: none"> <li><a href="https://catalog.iastate.edu/academiclife/gradingsystem/#gradepoliciesext">https://catalog.iastate.edu/academiclife/gradingsystem/#gradepoliciesext</a></li> <li>Specifically, the Office of the Registrar would like to discuss the resolution of Incomplete grades, and how they are reflected on the transcript, GPA calculations, and the resolved grade, itself. Additionally, the Incomplete Contract notes that the student must have been in passing status at the time of the request (see screen shot below); is this accurate? If so, we should build that into the policy in the University Catalog.</li> </ul>  | Jennifer Suchan<br>Denise Timberland |

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| <p>IOWA STATE UNIVERSITY</p> <p style="text-align: center;"><b>Incomplete (I) Contract</b></p> <p>Policy on Incompletes: An incomplete may be assigned when the student is passing at the time of the request, but special circumstances beyond the student's control prevent completion of the course. In general, failing the final exam or project or not submitting course work as a result of inadequate preparation or learning <b>are not</b> valid justification for an Incomplete.</p>  |                |
| <p><b>Landing Page for Student Probation/Warning &amp; Academic Self-Assessment Form</b></p> <ul style="list-style-type: none"> <li>• Draft of student landing page (will be housed in Provost's office pages)</li> <li>• <a href="https://engr-wpstaging.engineering.iastate.edu/test/current-students-2/academic-standards/">https://engr-wpstaging.engineering.iastate.edu/test/current-students-2/academic-standards/</a></li> </ul>   | Shawn Boyne    |
| <p><b>Majors and Minors</b></p> <ul style="list-style-type: none"> <li>• <a href="https://catalog.iastate.edu/academics/#degreeplanningtext">https://catalog.iastate.edu/academics/#degreeplanningtext</a></li> <li>• Developing a stand-alone credit requirement for multiple majors (e.g., 15 credits)</li> <li>• Students may not receive the same undergraduate major and minor</li> </ul>   | Terri Boylston |
| <b>Action Items</b>  |                |
| <ul style="list-style-type: none"> <li>• Identify meeting days, times, and location for Spring 2022 semester.</li> <li>• Meeting note taker rotation.</li> <li>• Determine if meetings should be recorded.</li> </ul>  |                |
| <b>Future Discussion Topics / Topics to Revisit</b>  |                |
| <ul style="list-style-type: none"> <li>• Drop Limit</li> <li>• Instructor Signatures on Schedule Changes</li> <li>• Out-of-Term Schedule Changes</li> <li>• Reinstatement policies</li> <li>• Research for Credit and Pay (i.e., Independent Study 490 or x90)</li> <li>• Top 2% Recognition <ul style="list-style-type: none"> <li>○ <a href="https://catalog.iastate.edu/academiclife/gradingsystem/#honorsrecognitiontext">https://catalog.iastate.edu/academiclife/gradingsystem/#honorsrecognitiontext</a></li> </ul> </li> </ul> |                |
| <b>Future Meetings</b>   |                |
| <ul style="list-style-type: none"> <li>• December 2, 2021   4:00-5:00 p.m.   3150 Beardshear</li> </ul>  |                |