Academic Standards and Admissions Committee	Key Roles
Date:March 23, 2022	Meeting Leader: Terri Boylston
Place: WebEx https://iastate.webex.com/iastate/j.php?MTID=m3ce08c270a9966c6cbfd13575d919d90	Support:
Start Time: 4:00 p.m.	End Time: 5:00 p.m.

Topic	Leader(s)
Approval of Meeting Minutes • Approval of minutes – March 9, 2022 • *Note*. Minutes available in CyBox	Terri Boylston
Incomplete Policy • https://catalog.iastate.edu/academiclife/gradingsystem/#gradepoliciestext • Criteria for assigning an Incomplete • Incomplete contract retained by instructor and department chair (or other representative). Contract will include grade assigned after 1 year if no further work is completed • When I is resolved, grade will replace I on the record for the for the term the student was registered in the course, with a designation that the initial grade was an I • Student's academic standing is not affected when the I is resolved	Jennifer Suchan Denise Timberland
Transfer Deficiencies • Academic Probation • Graduation	Denise Timberland Jennifer Suchan

Majors and Minors
• https://catalog.iastate.edu/academics/#degreeplanningtext
• Work group with FS-Curriculum committee to discuss secondary majors – update
• Recommendation – drop secondary majors
  • Change to either certificates or major (up to program)
  • Other options
	Terri Boylston
	Jennifer Suchan

Drop Limit Policy • Proposal to remove drop limit for undergraduates • Work group – met 3/10	Terri Boylston
Validating Enrollment To validate their enrollment in each course at the beginning of the semester, students must attend the first or second meeting (first meeting if the class meets only once a week). Students who add a course after the term begins must attend the next class meeting. The instructor has the option to offer a registered place in the course to another student when a registered student fails to attend and has not obtained prior approval of the instructor. Students who do not validate their enrollment must drop the course or they will receive an F grade. https://catalog.iastate.edu/registration/	Jennifer Suchan

Landing Page for Student Probation/Warning & Academic Self-Assessment Form • Draft of student landing page (will be housed in Provost's office pages) • https://engr-wpstaging.engineering.iastate.edu/test/current-students-2/academic-standards/	Shawn Boyne

Future Discussion Topics / Topics to Revisit

- Instructor Signatures on Schedule Changes
- Out-of-Term Schedule Changes
- Reinstatement policies
- Research for Credit and Pay (i.e., Independent Study 490 or x90)
- Top 2% Recognition
  - https://catalog.iastate.edu/academiclife/gradingsystem/#honorsrecognitiontext

Future Meetings

- Wednesday March 9, 4:00-5:00, 3150 Beardshear
- Wednesday March 24, 4:00-5:00, Lab of Mechanics
- Wednesday April 13, 4:00-5:00, 3150 Beardshear
- Wednesday April 20, 4:00-5:00, 3150 Beardshear