Academic Standards and Admissions Committee	Key Roles
Date: April 13, 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 23, 2022 • *Note*. Minutes available in CyBox ➤ *Minutes of meeting 3/23/22 were approved and are in CyBox*	Terri Boylston
Incomplete Policy • Approved by Academic Affairs Council 3-31-2022 • FS-EB – 4-12-2022	Terri Boylston

Transfer Deficiencies
• Review proposed policy and vote
 	
➤ *Policy approved with changes agreed on at meeting 3/23/22, as follows:*
  . *Admissions Section:*
  A student who has earned an associate's degree and is admitted as a transfer from another college or university is required to have at least a 2.00 cumulative grade-point average for all transferable work taken elsewhere. ~~*If, due to special circumstances, a student is admitted with less than a 2.00 average, that student will have a transfer quality-point deficiency.*~~
~~*This deficiency will be added to any deficiency accumulated at Iowa State University and will be used to determine whether satisfactory progress toward a degree is being made. To graduate, students must earn sufficient quality points above a 2.00 at Iowa State University to offset any quality-point deficiency, including a transfer quality-point deficiency.*~~
  . *Academic Probation Section:*
~~*Students with 75 or more credits attempted or earned who have a transfer GPA < 2.00 will be placed on academic probation at the end of any fall or spring semester or summer term when their combined transfer/ISU cumulative GPA is less than 2.00.*~~
 	
  . *Graduation Section:*
  4.1.-Cumulative GPA: Students with 75 or more credits attempted or earned, whichever is greater, will be placed on academic probation at the end of any fall or spring semester or summer term when their cumulative GPA is less than 2.00. ~~*Students with 75 or more credits attempted or earned who have a transfer GPA < 2.00 will be placed on academic probation at the end of any fall or spring semester or summer term when their combined transfer/ISU cumulative GPA is less than 2.00.*~~
	Terri Boylston

4.2. Students who have taken work at another college or university prior to or after having been a student at Iowa State, must have submitted a transcript of all such college study attempted to the Office of Admissions. ~~*This work must average 2.00 or the deficiency of quality points will be assessed against the student.*~~ *Failure to submit such a transcript is grounds for dismissal.*	
Calculating GPAs • Number of digits to display after the decimal • Rounding or truncating	Jennifer Suchan

Majors and Minors
 • Policy proposed by work group (proposed changes in green):
  • Drop stand alone credits for multiple majors, certificates and minors
  • Secondary majors: Define and require at least 24 credits (at least 12 taken at ISU at >300-level)
  • Minors: Increase # credits taken at ISU at >300-level to 9 (currently 6)
 • Recommendations
  • Best practices will be developed to guides programs reviewing/revising their minor, certificates, secondary majors
  • Colleges and departments can be more restrictive in requirements for multiple majors, certificates and minors (i.e. require stand alone credits)
 	
➤ *Additional issues were raised surrounding recommendations by the work group, as follows:*
  ▪ *Do study abroad credits count toward secondary degrees, as they are not technically taken at ISU?*
   ❖ *There are 2 ways study abroad credits are credited to students: as ISU credits taken at study abroad university (i.e. when ISU instructor teaches at study abroad university) or as credits transferred to ISU from study abroad university*
  ▪ *Question raised: Why wouldn't we count any course taken in study abroad toward a minor?*
  ▪ *Dropping stand alone credits, requiring credits be taken at ISU and requiring >300-level credits are all separate issues*
   ❖ *CoE wants students to do extra work and take extra courses in order to get an additional secondary major, minor or certificate; whereas for 5-year programs, students already have credits so they can add on extra recognitions*
   ❖ *Per Jennifer's research into other AAU institutions, ISU is in minority for requiring stand alone credits – other institutions allow their colleges/departments to set their own standards – some wish requirements would be set at university-level*
  ▪ *Do we want to drop secondary majors all together?*
   ❖ *Per Jennifer's research into other AAU institutions, ISU is only university that issues secondary majors*
  ▪ *Purpose of work group was to establish consistency and move toward a standard in order to eliminate exceptions*
	Terri Boylston

❖ *However, there will always be exceptions, and there should be exceptions*
❖ *Per Jennifer, UI does not have university-wide rule – they let each program decide what they can do with overlap (stand alone)*
❖ *For minors, students are taking credits across the university – complicated with different requirements in curriculum from the offering departments rather than the home department*
❖ *One course could fulfill a certain criteria as many times as it needs to (up to 3-4 times)*
 	
<mark>Action Items:</mark>
• *Jennifer will find out from degree audit team how many students would fall out of line with a minor by increasing # credits taken at ISU at >300-level to 9 (currently 6)*
• *Think about following items for next meeting:*
   ➢ *Do we want to keep secondary majors?*
   ➢ *What should the criteria be?*
   ➢ *Are we OK with minors and certificates being more restrictive than secondary majors?*
• *Tony requested that we bring in Tom Brumm to next week's meeting to relay the work group's logic when formulating their recommendations*
   ➢ *Terri will check with Tom on his availability to attend next week's meeting*	

Drop Limit Policy • Work group – continuing to work (thanks to Jonathan for all the data mining) • Alternatives to drop limit to monitor student progress • CVM curriculum committee unanimously approved remove cap on number of drops a student may take during the semester	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 April 20, 4:00-5:00, Webex
- Wednesday May 4, 4:00-5:00, Webex