

IOWA STATE UNIVERSITY AGENDA

Academic Standards and Admissions Committee	Key Roles
Date: February 14, 2023	Meeting Leader: Terri Boylston
Place: 3150 Beardshear	Support: Kara
Start Time: 1:00 p.m.	End Time: 2:00 p.m.

Items discussed

Topic	Leader(s)
Introductions <ul style="list-style-type: none"> • Design Rep – Lisa Fontaine 	Terri Boylston <ul style="list-style-type: none"> •
<b style="background-color: yellow;">Approval of Meeting Minutes <ul style="list-style-type: none"> • Approval of minutes – Jan. 31, 2023 • <i>Note.</i> Minutes available in CyBox • <i>Approved minutes for Jan. 31, 2023</i> 	Terri Boylston
<b style="background-color: yellow;">Update on Approved Policies <ul style="list-style-type: none"> • [22-26] Majors, Certificates, Minors Policy – Approved 01/24/2023 <ul style="list-style-type: none"> • Updates on implementation? • <i>Policy changes will not take effect until 2025-2026 calendar catalog to allow for faculty to change curricula and to work out specifics with how to grandfather in students pursuing multiples</i> • <i>Changes to posthumous and drop limit policies will go into effect with 2023-2024 catalog</i> • <i>Policy on incompletes will be delayed</i> • <i>Jennifer to email full update on when policy changes will take effect</i> 	Terri Boylston
<b style="background-color: yellow;">Registration Waitlisting Policy <ul style="list-style-type: none"> • Policy to include policy for registration waitlisting to be included in the catalog • <i>Jennifer and Denise Timberland cleaned up language in the registration waitlist policy after discussions from previous ASAC meeting</i> • <i>Shawna's follow-up from previous ASAC meeting</i> <ul style="list-style-type: none"> ○ <i>We can include specific deadline to accept in communication to students</i> ○ <i>Time zone indicated will always reflect location of the device</i> ○ <i>A student's location on the waitlist will be visible to the student; names will not be visible</i> ○ <i>Exceptions will be handled like administrative overrides to place students into a class – will be rare – tokens will be needed for override approval</i> ○ <i>Students must remove themselves from waitlists – if they don't do this step, will be a manual process</i> 	Jennifer Suchan Terri Boylston

<ul style="list-style-type: none"> ○ <i>Waitlist policy will go on website and in 2024-2025 catalogue, effective for courses Fall 2024</i> ○ <i>Departments can opt out for courses that have specific requirements</i> ○ <i>System will be able to see if a student is in the process of meeting pre-reqs and will not allow them to get added to a waitlist if they are not eligible; will be bigger issue and more manual process for transfer students</i> ● <i>Additional clarification needed for following questions:</i> <ul style="list-style-type: none"> ○ <i>Can system identify students on multiple waitlists?</i> ○ <i>Will students have to be manually removed from lists if they don't do it themselves?</i> ● <i>Waitlist Policy vote: passed ASAC 7-0</i> <ul style="list-style-type: none"> ○ <i>Will go to Faculty Senate</i> ○ <i>Will move forward to building process in Workday</i> 	
<p>Out of Term Schedule Change Policy</p> <ul style="list-style-type: none"> ● https://catalog.iastate.edu/registration/#schedulechangestext ● <i>There's been a large increase in number of retroactive administrative drops recently</i> ● <i>Current interim policy was put in place 11/1/2019</i> ● <i>Registrar's Office has purview if there are concerns about drops from past years</i> ● <i>Changes:</i> <ul style="list-style-type: none"> ○ <i>Include definitions, information regarding extenuating circumstances</i> ○ <i>Change of deadline from Friday before finals to through end of finals</i> <ul style="list-style-type: none"> ▪ <i>If we can't move drop timeframe to conform with withdrawal, can we conform withdrawal to match drop?</i> ▪ <i>CALS policy: If student has taken final in class, they cannot withdraw from class</i> ▪ <i>Withdrawals will remain on student's record in future state</i> ○ <i>No out of term schedule changes applied to permanent record after degree is conferred</i> ○ <i>Schedule changes due to extenuating circumstances will go through Out of Term Withdrawal Committee</i> ● <i>Policy changes will ensure all students are treated equally</i> ● <i>Per Martha, most are done upon reinstatement; timing of review by Out of Term Withdrawal Committee will be important and need to be done quickly</i> ● <i>Per Jennifer, administrative drops are very concerning, as they erase course from student's record</i> ● <i>Shawna to reach out to Out of Term Withdrawal Committee with concerns raised during meeting</i> 	<p>Terri Boylston Jennifer Suchan</p>
<p>ChatGPT</p>	<p>Terri Boylston</p>

<ul style="list-style-type: none"> • Overview from Recent University of Iowa website, which includes some FAQs https://teach.its.uiowa.edu/artificial-intelligence-tools-and-teaching • Concerns from an Academic Standards perspective • Academic Misconduct policy: https://catalog.iastate.edu/academic_conduct/#academicdishonestytext 	
President's List – <ul style="list-style-type: none"> • Recognition for students that earn a 4.0 during a semester • Currently ISU recognizes students with a GPA >3.5 on the Dean's List • Academics Iowa State University Catalog (iastate.edu) 	Terri Boylston
Readmission Policies – following Academic Dismissal <ul style="list-style-type: none"> • Compare policies across colleges (spreadsheet in CyBox) • Registrar's website: https://www.registrar.iastate.edu/students/reentry/reinstatement-after-academic-dismissal • Catalog: https://catalog.iastate.edu/academic_standing/ 	Terri Boylston
Academic Progress/Academic Dismissal <ul style="list-style-type: none"> • Academic Standing Iowa State University Catalog (iastate.edu) • Review - is policy too complex and confusing? • Data needed to review policy • Comparison of academic dismissal policy to other universities • Should summer be a stand-alone semester 	Terri Boylston
Dual-Listed Courses <ul style="list-style-type: none"> • https://catalog.iastate.edu/informationaboutcourses/#crossduallistedcoursesestext 	Jennifer Suchan
Special Grade and GPA Requirements <ul style="list-style-type: none"> • Spreadsheet in CyBox 	Terri Boylston
Midterm Grades and Drop Dates <ul style="list-style-type: none"> • Timing of midterm grades (move up 2 weeks)? • Last day to drop? 	Terri Boylston
Other Policies to be Reviewed?	
Future Discussion Topics / Topics to Revisit	
<ul style="list-style-type: none"> • Instructor Signatures on Schedule Changes • Out-of-Term Schedule (Administrative course drops) Changes (hold) • Reinstatement policies – fact-finding • Research for Credit and Pay (i.e., Independent Study 490 or x90) 	
Future Meetings	
Spring Semester – alternate Tuesday at 1 PM <ul style="list-style-type: none"> • February 28 • March 28 • April 11 • April 25 	