

## IOWA STATE UNIVERSITY MEETING NOTES

Academic Standards and Admissions Committee	Key Roles
Date: September 2, 2022	Meeting Leader: Terri Boylston
Place: 3150 Beardshear	Support: Kara Schoepfer
Start Time: 1:00 p.m.	End Time: 2:00 p.m.

*Attendees: Terri Boylston, Nancy Boury, Gayle Brown, Samantha Cross, Cassie Keefer, Ann Lent, Jennifer Suchan, Denise Timberland*

Topic	
<p><b>Approval of Meeting Minutes</b></p> <ul style="list-style-type: none"> <li>• Approval of minutes – July 20, 2022</li> <li>• <i>Note.</i> Minutes available in CyBox</li> </ul>	
<p><b>Update on Approved Policies</b></p> <ul style="list-style-type: none"> <li>• Incomplete Policy – Approved 5/13/22                             <ul style="list-style-type: none"> <li>○ <i>Will become effective in 2023-2024 catalog</i></li> <li>○ <i>Need to establish procedure for change to Incomplete Policy, as there will be no IT solution</i> <ul style="list-style-type: none"> <li>▪ <b>Action Item: Nancy to assign faculty member to work with Denise on logistics</b></li> </ul> </li> </ul> </li> <li>• Transfer Deficiencies Policy [21-27] – Second reading 9/13/22</li> <li>• Drop Limit Policy                             <ul style="list-style-type: none"> <li>• To be presented at AAC Sept. 21</li> </ul> </li> <li>• Posthumous Degree Policy                             <ul style="list-style-type: none"> <li>• To be presented at AAC Sept. 21</li> </ul> </li> </ul>	
<p><b>Required Registration for Graduation</b></p> <ul style="list-style-type: none"> <li>• Removes requirement that seniors be registered for the term they are graduating                             <ul style="list-style-type: none"> <li>○ <b><i>Policy change approved 5-0-0; no further action required to become effective</i></b></li> </ul> </li> </ul>	
<p><b>Registration Waitlisting Policy - Tabled</b></p> <ul style="list-style-type: none"> <li>• Policy to include policy for registration waitlisting to be included in the catalog</li> </ul>	
<p><b>Returning/Reentry Students</b></p> <ul style="list-style-type: none"> <li>• Extends time for returning/reentry students from 12 to 24 months                             <ul style="list-style-type: none"> <li>○ <i>Background:</i> <ul style="list-style-type: none"> <li>▪ <i>Returning students = students who stop out and return &lt;12 months later</i></li> <li>▪ <i>Reentry students = students who stop out and return &gt;12 months later; must reapply through Admissions and be reevaluated for residency status and transfer credits</i></li> <li>▪ <i>By realigning Returning/Reentry to &lt; 24 months, would streamline process for both Admissions and students; students would continue to be reevaluated for residency status and transfer credits</i></li> </ul> </li> <li>○ <b><i>Policy change approved 5-0-0; no further action required to become effective</i></b></li> </ul> </li> </ul>	
<p><b>Majors and Minors</b></p> <ul style="list-style-type: none"> <li>• Policy proposed by work group (proposed changes in green):                             <ul style="list-style-type: none"> <li>• Drop stand alone credits for multiple majors, certificates and minors</li> </ul> </li> </ul>	

- 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)
- One more question
  - Multiple Bachelor's Degrees – requirement of at least 30 additional credits

**Action Items:**

- *Review proposed policy changes, with particular attention to multiple degrees vs. multiple majors and requirement that number of credits in 300+ courses for minors be changed from 6 credits to 9 credits; prepare to discuss at next meeting*
- *Jennifer and Denise to look at how other peer institutions handle multiple degrees vs multiple majors and report to group*

**Other**

- *Due to schedule conflicts, Terri is looking to change meeting times to 1:00 – 2:00 PM on Fridays listed below and will confirm by end of next week; if anyone is unable to attend, you are welcome to send a substitute*

**Action Items:**

- *Denise to work with faculty member assigned by Nancy on logistics of implementing changes to Incomplete Policy*
- *All to review proposed Majors and Minors Policy changes, with particular attention on multiple degrees vs. multiple majors and requirement that number of credits in 300+ courses for minors be changed from 6 credits to 9 credits; prepare to discuss at next meeting*
- *Jennifer and Denise to look at how other peer institutions handle multiple degrees vs multiple majors and report to group*
- *Terri to confirm by 9/9/22 meeting times going forward*

**Future Discussion Topics / Topics to Revisit**

- 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**

Fri. Sept. 16  
 Fri. Oct. 7  
 Fri. Oct. 21  
 Fri. Nov. 4  
 Fri. Nov. 18  
 Fri. Dec. 2