General Topics

- General consensus of the committee is that if a program determines a need for a special GPA/grade requirement for their program, it is preferred that the requirement be based on a minimum GPA for a group of courses, rather than a minimum grade for each course (e.g. Minimum GPA of 2.00 instead of a C or better in each course). This discussion was precipitated in part by a department’s initial request to require a minimum grade in every course applied to their degree programs. While there could be some instances when a minimum grade in each of a set of courses may be justified, wide scale implementations of such rules would effectively change the ISU grading scheme.

- Investigation of existing special GPA/grade requirements demonstrated the need for a database of all special requirements. A database of all known requirements was assembled by the committee by combing through the Catalog. This database will be maintained by the ASAC and used by the registrar’s office to cross check any new requests for special requirements to be coded into the DARS degree audit system. This will also provide a gate check so that special requirements that are not approved not be included in the Catalog or degree audits.

- Special grade requirements for prerequisites were discovered in the draft 2013-2014 Catalog draft that were not approved. One department withdrew these requirements upon being asked for justification, the other program provided reasoning and it was approved by ASAC before the Catalog edit deadline. This further supports a need for a better system of tracking special GPA/grade requirements.

- The development of the database revealed that the language stating special requirements was inconsistent through the Catalog, and often vague or in error. An effort for next year will be to work towards consistency and accuracy of wording.

- A Procedure Document was developed to assist programs which want to implement a new special grade/GPA requirement. This document (attached) will be included in the web site for new class development that the FSCC is creating. The document informs the program on the procedures as well as the information that is needed to support a request.

- Discussion on admission requirements for non-native English speakers. Pat Parker explained to the committee the changes that ISU has implemented to keep a diverse population at ISU but also only admitting students who can be successful. The committee was impressed with the explanations and the innovative changes they have made to address this issue. No further action necessary.
Specific Policy Actions

- Early Credit Task Force Items. ASAC was tasked to look at 3 items identified by the Early Credit Task Force.
  - Freshman are entitled for 5 drops. This wording will be changed in the Catalog to reflect the current practice which is students who are direct admit from high school will have 5 course drops.
  - Students put on probation if GPA <2.00 and total credits earned/attempted >75. Committee suggested no changes. Students should be put on probation to trigger the support which comes with this status to assist them in improving their grades regardless of where they earned credits.
  - Students cannot take a course P/NP until they have earned 40 credits. No change requested at this time, but discussion was tabled until next year to get input from advising committee. Some discussion on the need for this rule at all, or to base it on number of semesters completed (ie. 1 or 2) instead of credits earned.

- Teacher Education – Practica and Student Teaching special requirement approved for all student teaching programs at ISU. Limits the number attempts students have to complete practica or student teaching. While the policy is strong, there is an appeal mechanism and other support provided to students. This is also critical to teacher licensure requirements.

- Veterinary Medicine academic standards policy changes approved. Decisions are now made on GPA in core classes as well as overall GPA to avoid students taking electives to pad their overall GPA.

- Com S 342 Prereq of C- or better in Com S 228, 330, or Cpr E310 approved.

Respectfully Submitted,

Frank Peters

Chair ASAC – 2012-2013
Procedures for Approval of Special GPA, grade or other special requirements

The Faculty Senate Academic Standards and Admissions Committee has responsibility to approve all special GPA and grade requirements that an undergraduate program wishes to impose. Some examples of such requirements include:

- A minimum grade for a prerequisite course
- A minimum GPA in a set of courses to advance in the degree program or graduate
- Minimum grades in a set of courses to advance in the degree program or graduate
- Restrictions on how many times a student can take a course
- Requirements to take examinations outside of course requirements to proceed in a degree program.

While there are legitimate needs for such rules, the ASAC needs to grant approval so that rules that unduly restrict students’ progress or effectively change the ISU grading scheme are not allowed. Requirements that mandate a minimum grade in each of a set of classes are generally not acceptable without significant justification; a preferred mechanism is a minimum GPA for that set of courses.

A program that wants to implement a special rule needs to develop and provide adequate justification. Examples of justification include:

- Statistics on past performance of students that would be restricted versus those students who would not be restricted by the proposed rule
- A need for the restrictions based on specific knowledge that is critical for future performance as dictated by required internships or accreditation

Consideration on whether this rule would unfairly impact certain groups of students needs to be included in the proposal.

Approval process:

- Proposal and justification developed by the program that wants to establish special rules
- Approval by the Academic Standards Committee (or equivalent) of the respective College
- Approval by the Faculty Senate Academic Standards and Admissions Committee
- Rules that are significantly different from past precedence may need to be approved by the Faculty Senate Academic Affairs Council (as determined by chair of ASAC in consultation with the chair of the AFC).
- The approval will be communicated to the Registrar’s Office such that the Catalog changes can be included and the rule change be coded into the Degree Audit System (if needed).