Members present: Nancy Boury (Agriculture), Phil Caffrey (Admissions), Joanna Courteau (chair), Ron Griffith (Vet Med), Kathy Jones (Registrar), John Maves (Design), Matthew Moscou (GPSS-BCB), Sung Y. Song (LAS), Karen Zunkel (Provost’s Office)

Call to Order:
Joanna Courteau, Chair, called the meeting to order at 2:15 PM.

I. General Business:
   A. Secretary Selection: John Maves will be secretary for this meeting. Secretaries for the next three meetings will be: Carmen Flagge (Nov), Sung Y. Song (Dec), Kathy Jones (Jan).
   
   B. Reminder: The next two meetings will be on Fridays (not Wednesdays) from 2:10-3:30 – November 17 and December 8.
   
   C. Minutes: The minutes of the September 20 meeting were corrected.

   Griffith moved and Boury seconded that the corrected minutes be distributed electronically and then approved by electronic ballot.

   The motion passed unanimously.

   D. Courteau recommended that any action taken by the Committee on Special GPAs be noted at the top of the Minutes. This includes listing specific courses.

II. Old Business:
   A. Song presented a request for special GPA requirements for Engl 397. The rationale was based on the requirements for Teacher Certification.

   Courteau moved and Song seconded that the request be sent back for clarification.
   - There was a question about the ACT score of 19. Is it for English or is it a composite score?
   - The Praxis score of 520 was based on how many tests being taken?
   - It was recommended that the proposed wording “Students must begin the application process…” be included in the description of the course.

   The motion passed unanimously.

   B. Song presented a request from Computer Science that the following be added to Com Sci 228: “Prereq: C- or above in 227” and the following “Prereq: C- or above in 228” be added to the following courses – 229, 309, 311, 330, 362 and 363.

   Griffith moved and Moscou seconded to send the request back to Computer Science to have them provide better rationale and data to support the C- requirements.

   The motion passed unanimously.
C. Graduation Honors: Zunkel presented a proposal last month coming from the President’s office and recommended by the Commencement Advisory Committee to change graduating with honor from “With distinction” to “Cum laude,” Magna cum laude,” and Summa cum laude.”

The following is the proposed new statement for the 2007-2009 catalog:

3. Graduation with Distinction. Undergraduates who have a cumulative grade point average of 3.50 or higher at the beginning of their final term are eligible to graduate “with distinction” provided they have completed 60 semester credits of coursework at Iowa State University at the time they graduate, including a minimum of 50 graded credits. Students who graduate with a cumulative grade point average of 3.90 or higher will graduate Summa Cum Laude, those who graduate with a cumulative grade point average of 3.70 to 3.89 will graduate Magna Cum Laude, and those who graduate with a cumulative grade point average of 3.50 to 3.69 will graduate Cum Laude. This recognition appears on the student’s official transcript and diploma and in the commencement program. Griffith moved and Maves seconded to approve the “New Statement” on graduation with honors and send it to the Academic Affairs Council. The motion passed on a 4-1 vote.

III. New Business:
A. Requests from the College of Human Sciences for special GPAs were postponed.
B. There was a question about GPA requirements for students getting a certificate in Latin American studies. It was agreed that a 2.00 GPA was required for students in all certificate programs.
C. Jones presented a request for clarification of the “F” grade in a repeated course for “Designated repeat” and “Non-designated repeat” courses.

The following definitions were provided:

Designated repeat:
From the catalog: “a. The most recent grade for a course a student repeats will be used in computing the student’s cumulative grade point average rather than the previous grade(s), up to a limit of 15 credits. (This could result in a lowered grade point average if the second grade is lower than the first, or even loss of credit if the grade is lowered to an F.) All grades will remain on the student’s record.”

Non-designated repeat:
From the catalog: “c. Beyond 15 credits of repeats, both grades will be included in computing the cumulative grade point average grade average.” Then add the following: “This could also result in a loss of credit if the grade is lowered to an F.”

-Thus, a non-designated repeat is any course repeat that is beyond the 15 credit limit specified in the designated repeat policy (above). For a non-designated repeat, both the first and the second grade are calculated in the cumulative grade point average.
She would like to have a consistent policy between the designated and non-designated repeats regarding the “F” and loss of credit. This will be discussed at the next meeting.

The meeting was adjourned at 3:35 PM.

Respectfully submitted,
John Maves
Secretary pro-tem