## Iowa State University Minutes

<table>
<thead>
<tr>
<th>TOPIC</th>
<th>DISCUSSION</th>
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<tr>
<td>Approval of Minutes – February 13, 2020</td>
<td>Approved.</td>
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### OLD BUSINESS

1A. Period 2 Drops  
- Signature from advisor required for drops  
- Signature from advisor and instructor for adds, change sections, or adjust course credit hours (no change)  
- On agenda for next Academic Affairs Council meeting  
- Update (clarification) – when Period 1 ends - Jennifer  

This is in process. It is waiting for the next Academic Affairs council meeting review.

1C. Adding language to university catalog that it supersedes other information

1D. Credit for Prior Learning  
- Iowa State University does not award credit for work or life experience nor does it award credit for a service member’s military occupational experience (MOS).  
- Is this policy in conflict with current policy: ‘The International Perspective requirement shall be waived for U.S. military veterans who have completed at least three months of service stationed outside of the United States.’

Faculty Senate has completed a first reading and will vote on this policy at the next meeting in March.

There was a suggestion of changing “experience” to specialty (MOS).

The international credit requirement issue is addressed elsewhere in the catalog.

### NEW BUSINESS

2A. Policy for students with military service obligations – review  
- Absences due to military service/training: [http://catalog.iastate.edu/academic_conduct/](http://catalog.iastate.edu/academic_conduct/)  
- Procedures for students called to active duty: [https://www.veterans.iastate.edu/for-students/current-students/active-duty](https://www.veterans.iastate.edu/for-students/current-students/active-duty)  
- Work group  

U of I had an issue where an instructor refused to provide an accommodation to a student for military service.

Shawn and Jennifer met with representatives from the Veterans Center to create a concise policy that aligns with the other regent institutions. This policy update is time sensitive as there is a scheduled increase in deployments next year.

This has been an issue in the past and information has been added to the Faculty Handbook.

We cannot say an accommodation can be made in all instances. For example, a student who is deployed for longer than 2 weeks and does not have access to a computer or other technology. This circumstance would not allow the student to keep up with their coursework. The student has the opportunity to withdraw from the course in these instances.

The current policy states the instructor is required to excuse absences for military service if 2 weeks or less. If longer than 2
weeks the instructor meets with the student’s adviser and instructor to explore options.

There is not a clear understanding of how this policy addresses accommodations for students serving military obligations for a period greater than 2 weeks.

If we cannot accommodate the student, are we not charging them tuition? This policy does not address tuition and fees.

The proposed policy aligns with the other regent institutions and removes the 2 week time frame. The other institutions do not have a 2 week time frame in their policy. The other concern was to avoid instructors feeling as though they have leeway with this policy.

There is a concern that leaving it open to the instructor to make reasonable accommodations to allow a student to complete course requirements is too broad.

Proposed changes:

First paragraph:

Keep “Instructors must excuse absences of up to two weeks due to Veteran or military service obligations….”

Eliminate the last sentence: “These accommodations may included…”

Second paragraph:

Keep original policy text and update: “When a student’s military or veteran obligations are for more than exceed two weeks, the student should meet with their adviser to discuss the situation and academic options and work with the instructors to discuss potential accommodations. University procedures are in place for such situations and should be followed.

Third paragraph:

Remove the first sentence “In all instances, a student bears…” and place at the end of the policy, after the fourth paragraph.

The faculty handbook addresses what it means for an instructor to excuse an absence. This is also addressed in the catalog under Class Attendance.

The proposed changes will be shared with the Veteran Center representatives to review and provide feedback.

2B. Catalog Reinstatement Procedures

Include clarifying language in the catalog that directs the student back to their college.

Current language in the catalog under Reinstatement and Renewal, number 6.
### 2C. Enrollment Management Initiative – ‘Spring Into Innovation’- Project Team – Academic Policies

The sentence “The petition requesting early reinstatement must be submitted…” is a concern. This deadline has created issues for the colleges. This is unworkable for the colleges to meet this timeline.

Look at success rates of students who are reinstated the Friday before the start of the term and their success as compared to students who are more planful and seek reinstatement in advance of this date.

The rationale for adding juniors and seniors was data driven, they were more successful and have less options to transfer elsewhere to complete their degree program.

**Proposed change:**

6. Juniors and seniors with extenuating circumstances may request a waiver of their required semesters of absences as identified in number 2 and 3 above. The petition must be submitted through procedures by the college’s Academic Standards Committee. This petition must be submitted to the Academic Standards Committee of their college no later than Thursday prior to start of the term for which the student is seeking to be reinstated.

### 2D. Policy for setting minimum grade requirements for pre-reqs if minimum grade requirements already in place for program

### 2E. Policy/Issue Prioritization

### 2F. Policy/Issue Tracking Document

### 2G. Summer Combined Term GPA Policy

- Review suggested language change
  
  [http://catalog.iastate.edu/academiclife/progressprobation/#summeracademicstandardstext](http://catalog.iastate.edu/academiclife/progressprobation/#summeracademicstandardstext)

### 2H. Academic Renewal –

- To be eligible ‘Students must not have graduated from Iowa State University’
- Question – are students eligible in they transferred to another university, earned a degree and want to return to ISU?
  
  [https://catalog.iastate.edu/registration/#reinstatementrenewaltext](https://catalog.iastate.edu/registration/#reinstatementrenewaltext)

### 2I. Minimum GPA for International Transfer Applicants –

- Change minimum GPA for international transfer applicants to be same as for domestic transfer applicants for all colleges – Summer 2021
<table>
<thead>
<tr>
<th>FUTURE MEETINGS</th>
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<tbody>
<tr>
<td>Meetings are scheduled for every two weeks, on Thursday from 1:10 p.m. to 2:00 p.m.</td>
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<tr>
<td>o March 12, 2020; 3150 Beardshear Conference Room</td>
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<td>o March 26, 2020; 3150 Beardshear Conference Room</td>
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<tr>
<td>o April 9, 2020; 3150 Beardshear Conference Room</td>
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<tr>
<td>o April 23, 2020; 3150 Beardshear Conference Room</td>
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