

**College of Agriculture and Life Sciences
Academic Affairs Committee Minutes
February 6, 2012**

Attendance: *Dean David Acker, John Burnett, Ben Chamberlain, Melody Carroll, Mickie Deaton, Jim Holtz, Leonor Leandro, Ebby Luvaga, Russ Mullen, Barb Osborn and Darrin Rahn*

- January 17th Minute: Minutes were reviewed; Melody offered to make changes and send the revised document to committee members (Thanks to Ryan for taking those minutes). **Jim Holtz** graciously agreed to take minutes at the March 5th meeting.
- Report from Academic Standards and Admissions Committee: Ebby reported on the committee's recent discussion on the results of the Regency Admissions Index (RAI). Retention rates for those students below the cutoff value of 245 were compared to those making the cutoff score. Two year retention rates for the entering class of 2009 were about 80% for those above the cutoff RAI score and about 60% for those below it. At the next meeting the committee will be looking at:
 - a. changes in the repeat policy as it relates to P/NP grades;
 - b. changes in P/NP policy as it relates to repeating a course.
 - c. request for change in policy on removal of non-reports after one-year or upon graduation for undergraduate students.
 - d. drop limit policy review
 - e. general review of the limits imposed by student type
 - f. request to increase drop limit for students returning for a second bachelor's degree
- Mickie shared information on Catalog expiration dates- As a result of the switch to yearly catalogs, the 3 active catalog policy is no longer relevant: The following are the **expiration schedule** for current catalogs:

2005-07 catalog expires at the end of summer 2012
2007-09 catalog expires at the end of summer **2014**
2009-11 catalog expires at the end of summer **2016**
2011-12 catalog expires at the end of summer 2017
2012-13 catalog expires at the end of summer 2018
- Jim Holtz brought up some concerns regarding the CALS Honors Program:
 - A large number of students start up in the Honors Program but don't complete due to the lack of structure in this program.
 - There is a perceived lack of guidelines, communication and a lot of hoops and paperwork to process that ends up frustrating and discouraging for students to continue.
 - Getting the Program of Study completed and signed is strenuous and confusing and the approval process takes a long time
 - Community Colleges with Honors programs would like their students to transfer into the ISU Honors program—Community College program seem more stringent and structured than ISU's

- We came to the conclusion that there is a breakdown in communication between, the program liaisons and students and departments. Therefore, there is a need for the CALS Honors Program to be refined and streamlined to benefit and challenge students intellectually.
 - Mickie agreed to send a list of Honors Department Liaisons and the Honors Committee to the group. **DONE!**
 - Forward additional feedback or comments to Dean Acker.
- University Academic Advising Council:
 - More than 9,000 students responded to the Advising Survey and the UAAC committee will be looking at results at the end of spring semester
 - Participation reward winners will be announced on Feb. 14th
 - Each individual advisor, departments, and colleges will receive results reports. Advisors with 10 or less written results will not receive written comments.
 - Will try to breakdown results in terms of faculty vs. professional advisors
- Internships:
 - It was brought to our attention that for some departments that require semester long internships, the Registrar's Office is by passing advisors and e-mailing RAN numbers directly to students while they are still off campus.
 - It is the committee's preference that the Registrar's Office ceases to do so for CALS. Melody will talk to Tom Polito to see how to best address this issue with the Registrar's office.
- Advising Mission: Dean Acker shared a draft of the CALS Mission for the Advising Academy and Vision and Mission for Advising and solicited feedback. The following suggestions were made:
 - Look at the university and various departments' advising mission statements to try and make all consistent.
 - Include role/responsibility of the student as well
 - Once done, the link should be put in the CALS main web page
 - The CALS student services link should be more visible and easily accessible to students and advisors. It should be on the main College web page
 - Dean Acker plans to go back to the drawing board. Additional comments and feedback should be forwarded to him.

Humbly submitted by Ebby Luvaga