

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 (or Colleges if program is jointly administered)
- 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 AAC).
- 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).