Prerequisite Pipeline

Mike Schluckebier, Tippie College of Business
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How this is supposed to work ...

- Student gets prerequisite authorization to register
- Student submits a transcript and/or proof
- Student registers
- Semester begins
How it sometimes works ... 

Student gets prerequisite authorization to register
- Student angry emails me
- Student registers
- Student gets waitlisted
- Semester begins
- I shoehorn the student back in

Student gets bounced for not submitting proof
- Student angry emails me again
- Student gets in off a waitlist
Some context ...

→ We (I) control both prerequisite checks and have a sense for true enrollment caps, so (theoretically) the right hand should know what the left hand is doing.

→ We (I) would rather deal with a student who shouldn’t actually be in courses than shoehorn them back into courses from which they were dropped.
Our ingredients ...

→ 4 staff = front-end prerequisite checks
→ 15 staff = back-end prerequisite checks
→ 8 course prefixes
→ 2-4 departmental admins (my liaisons)
→ 7 decision-makers (DUSs)
→ 8 non-Tippie departments we accommodate
→ A dash of courses with idiosyncratic rules
Step 1—Prep

→ Check in with partners (i.e., DUSs and admins)
  • Jenna alluded to this ... who makes what decision about prerequisite waivers?

→ True confession: I didn’t do a great job of this for SP22 which has made Step 2 a bit more chaotic
Step 2—Prereq checking on the front end

→ Four of us stay on top of Workflow
  • Our recruiter has created transfer guides for which this is useful

→ I also monitor the “Tippie Add” and “Tippie Prerequisite” email addresses

→ Answers are typically 1) Yes, 2) No, or 3) Maybe; get approval*
  • We’ve experienced a surge of students getting #3 for SP22
Step 3—Prereq checking on the back end

→ Remember: I’d rather a student not get bounced when they should than a student get bounced when they shouldn’t

→ Prerequisite Drop Date- UI Coursework
  • Day after grades due*

→ Prerequisite Drop Date- Non-UI Coursework
  • Wednesday prior to the start of the following term*
### Students with Conditional Pre-Req Permission

<table>
<thead>
<tr>
<th>University ID</th>
<th>Student</th>
<th>Email</th>
<th>Advisor</th>
<th>Objective</th>
<th>Course</th>
<th>Pre-Req Text</th>
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</thead>
<tbody>
<tr>
<td></td>
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<td></td>
<td>Bachelor of Arts - English and Creative Writing</td>
<td>ENGL2720 - Advanced Creative Writing</td>
<td>Special Topic</td>
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<td>Bachelor of Science in Engineering - Mechanical Engineering</td>
<td>MECH2200 - Intro to Mechanical Engineering Design</td>
<td>Special Topic</td>
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<td>Bachelor of Science in Engineering - Industrial Engineering</td>
<td>ISPI2300 - Applied Linear Regression</td>
<td>STAT2200 or STAT2310 or STAT3123</td>
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<td>STAT2200 or STAT2310 or STAT3123</td>
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<td>Bachelor of Science in Engineering - Industrial Engineering</td>
<td>STAT3120 - Applied Linear Regression</td>
<td>STAT2200 or STAT2310 or STAT3123</td>
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<td>Bachelor of Arts - Art</td>
<td>CS2420 - Analyzing Data for Informatics</td>
<td>CS2110 with a minimum grade of C- and (PDV2811 with a minimum grade of C- or SOC2160 with a minimum grade of C- or ENGL1020 with a minimum grade of C-) or STAT3120 with a minimum grade of C- or STAT3150 with a minimum grade of C- or STAT4140 with a minimum grade of C-</td>
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<td>Bachelor of Business Administration - Business Standard Admission</td>
<td>ACCT2220 - Managerial Accounting</td>
<td>ECON1100 and ACCT2100 and (MATH1552 or MATH1402 or LATS1560 or MATH1352 or MATH1353)</td>
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<td>Degree - Pre-Business</td>
<td>FIN3500 - Introductory Financial Management</td>
<td>ECON1100, and ACCT2100 and ECON1120</td>
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<td>Bachelor of Business Administration - Business Direct Admission</td>
<td>FIN3500 - Introductory Financial Management</td>
<td>ECON1100, and ACCT2100 and ECON1120</td>
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<td>Bachelor of Arts - Health and Human Physiology</td>
<td>CMNS1110 - Principles of Chemistry I</td>
<td>ALEKS score of 35 or higher and MPT Level 3 score of 9 or higher or MATH1305 with a minimum grade of C- or MATH1310 with a minimum grade of C- or MATH1322 with a minimum grade of C- or MATH1340 with a minimum grade of C- or MATH1350 with a minimum grade of C- or MATH1440 with a minimum grade of C- or MATH1450 with a minimum grade of C- or MATH1350 with a minimum grade of C-</td>
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<td>Bachelor of Applied Studies - Bachelor of Applied Studies</td>
<td>CRIM4410 - Treatment Interventions in Corrections</td>
<td>CRIM1410 or CRIM4410</td>
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<td>Bachelor of Science - Neuroscience</td>
<td>PHYS2794 - Physics IV</td>
<td>PHYS1512 or PHYS2702 and (MATH1560 or MATH1530)</td>
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Step 3—Prereq checking on the back end (cont.)

→ BBAs not in our classes = off my list
→ Authorization but no registration = off my list

→ Advisors email, I call, & we provide permanent authorization before I administratively remove (this happens very rarely)
  • Again, so I don’t have to shoehorn students back in
What about students with Iowa (I)ncompletes?

I wrote a (rudimentary) query to run in Microsoft Access for all BBAs & some of our more regularly enrolled prerequisites.*
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