

The Department of Computer Science and Engineering requests that the committee consider a policy change for the Computer and Information Science (CIS) major in Arts and Sciences. This change will align policies for all three Computer Science majors.

Situation

The Department of Computer Science has three majors:

- B.S. in Computer Science Engineering (degree granted out of the College of Engineering)
- B.S. in Computer and Information Science (degree granted out of the College of Arts and Sciences)
- B.A. in Computer and Information Science (degree granted out of the College of Arts and Sciences)

The B.S. in Computer Science and Engineering (CSE) and the B.S. in Computer and Information Science (CIS BS) are extremely similar: the core courses of the major (42-45 credit hours) are identical. There are some slight differences in other requirements – for instance, CSE students take Fundamentals of Engineering and CIS students have a World Language requirement – but the curricular overlaps are considerable. The similarities in these degree programs are why we are proposing this change.

There is a current lack of alignment in probation and dismissal policies governing these two degrees. The College of Engineering has a process by which students may be put on special action probation (SAP) and, if the student has not met the probationary terms, dismissed from the major. The College of Arts and Sciences does not allow for SAP or dismissal of majors; it only allows SAP and/or dismissal for pre-majors.

Because CSE and CIS students all entered the university in pre-majors and were admitted to the CSE and CIS majors through a competitive application process, this discrepancy did not create many issues since students who were struggling were already funneled to alternative majors via the admissions process and the ASC pre-major probation process. However, as the Department of Computer Sciences moves to directly enroll students in the CSE and CIS majors, the conflict in these two policies needs to be resolved.

Upon direct enrollment to the major, the differences in the two policies are highlighted and create very disparate circumstances for students in very similar degree programs. Students in the same circumstances would be dismissed from CSE and allowed to stay in CIS. Students struggling in CSE could switch to CIS to ensure they are not dismissed from the major. Even though the CIS BA is curricularly distinct from CSE and the CIS BS, this degree would still likely draw unsuccessful CSE students. From data on students retaking CSE

2221: Software I, the gateway course to the major, we know that some students will keep repeating a course futilely to remain in computer science (see Appendix E for data). It is likely that CIS could end up as a place for struggling students who are not making progress in computer science, circling before they are placed on university probation and dismissed from the university.

The aim of this major probation and dismissal policy is student retention. By flagging students who are not successfully completing major-related courses and/or not making academic progress, we can intervene more effectively. Students will have clear expectations for success in the major and know if they are in danger of not meeting them. A major dismissal policy allows students to find an alternative academic pathway to graduation (versus being dismissed from the university outright). The goal of major dismissal is to retain students at Ohio State in a different major and see them graduate. Based on pre-major dismissals, we anticipate the scope of this dismissal policy to be approximately 55-65 students per academic year (see Appendix F for pre-major dismissal data).

With CSE directly admitting all NFYS and pre-majors in good academic standing to the CSE and CIS majors this Autumn 2025 term, we request that a major probation and dismissal policy be adopted for CIS majors in Autumn 2025.

Proposed Policy

The proposed policy would be for CIS's policy to mirror CSE's major probation and dismissal policy, creating a fair and transparent policy for students in CSE and CIS degree programs. We further request that when this policy is amended for CSE students, it be automatically amended for CIS students to ensure consistency.

The current CSE policy is as follows:

Students may be placed on Warning or Special Action Probation depending on their academic situation: Warning or Special Action Probation for Grades, Warning or Special Action Probation due to Lack of Progress (LOP), or Special Action Probation after Reinstatement.

Placement on Warning

Students placed on Warning will receive a notice, but no action will be placed on the transcript.

Warning for Grades:

A Warning will be issued for the first term in which either of the following conditions apply:

- failure of one or more major or required non-major courses,
- a mark of Incomplete (I) with a lapse grade of E for one or more major or required non-major courses.

Warning for LOP:

A Warning will also be issued if a pattern of W or I marks is apparent:

- two consecutive semesters of enrollment of W or I marks in one or more major or required non-major courses.

Removal of Warning

Students will be required to consult with their assigned academic advisor to discuss options that will lead to academic success, take at least one major or required non-major course, and must not earn marks of E, W, or I in any major or required non-major courses in the following term of enrollment.

Placement on Special Action Probation

Students may be placed on Special Action Probation if they do not satisfy the conditions for removal of a warning or if they meet other conditions that lead directly to Special Action Probation.

- **SAP due to Grades:**
 - If a student on warning subsequently fails one or more major or required non-major courses, which may or may not be the same course that was failed previously, the student will be placed on formal Special Action Probation, which will be noted on the transcript.
 - For students on warning due to Incompletes (“I”) with an alternate grade of “E”: If an “I” converts to “E” and the student subsequently earns one or more failing grades in major or required non-major courses, the student will be placed on formal Special Action Probation.
- **SAP due to LOP:** SAP due to LOP applies to students who are not making adequate or appropriate progress toward graduation in one or more of the following manners:
 - Three or more consecutive semesters of enrollment of “W” or “I” marks in any degree-applicable courses that prevent the student from making

academic progress toward graduation will result in being placed on formal Special Action Probation.

- Three or more unsuccessful attempts in the same major or required non-major course will result in being placed on formal Special Action Probation.
- No degree-applicable courses for two consecutive terms of enrollment will result in being placed on formal Special Action Probation.
- **SAP after Reinstatement:** Students reinstated to the CIS major are automatically reinstated on Special Action Probation.

Removal from Special Action Probation:

- **SAP due to Grades and SAP after Reinstatement:**
 - Students must consult with their assigned academic advisor to determine coursework that will lead to academic success.
 - Students must take at least one major or required non-major course in the following term of enrollment and earn a passing grade.
- **SAP due to LOP:**
 - Students must earn passing grades in degree-applicable courses in the next term of enrollment.
 - Students must consult with their assigned academic advisor to discuss the circumstances that led to their situation and to determine appropriate next steps.

Conditions for Department Dismissal

Students who do not meet the conditions to be removed from Special Action Probation are eligible to be dismissed from the department.

Conditions for Reinstatement

Students who have been dismissed from the department or college and have been away for at least two semesters may seek reinstatement to the major by filing a Petition for Reinstatement. Consideration of reinstatement earlier than two semesters after dismissal may be done on a case-by-case basis. Students interested in reinstatement are expected to consult with an academic advisor prior to submission of the petition.

Policy Communication and Operations

Students would be informed about the policy when they are admitted to the major and/or in their ASC survey course. Details about the probation and dismissal policies would also be available on CSE's website. After the ASC Academic Standing Review Committee completes their reviews, CIS academic advisors will complete reviews for CIS Special Action Probation and dismissal. When a student is dismissed from the major, they will be contacted by ASC advising. They will be moved to ASC Undecided and assigned an advisor there who will help them find a new major.

Should a student want to be reinstated to the CIS major, they will follow the same policies as the CSE major: they must have been away for at least two semesters and complete a reinstatement petition that include a student statement and a transcript (Ohio State or elsewhere) that demonstrates strong grades (Bs or higher) in courses required for or relevant to the major. A student seeking reinstatement to the CIS major following dismissal from the university will follow the ASC reinstatement petition process for timeline, transcript, and documentation.

Supporting Documents

In support of this proposal, we submit the following information:

- Appendix A: Curriculum for CSE BS, CIS BS, and CIS BA degrees.
- Appendix B: Sample communications to students upon enrollment in major.
- Appendix C: Sample communications to students upon warning and special action probation.
- Appendix D: Sample communication to students upon major dismissal.
- Appendix E: CSE 2221: Software I retake data.
- Appendix F: Dismissal data for CIS pre-majors.

Appendix A: CSE, CIS BS, and CIS BA Curriculum

Effective Term: Autumn 2024

Bachelor of Science in Computer Science and Engineering Computer Science and Engineering Individualized Specialization Option

The Individualized Option provides students the opportunity to select a combination of technical electives that may not fit with one of the other options. Students are expected to consult with an advisor to determine appropriate courses. Students in this major will complete a minimum of 126 credit hours as outlined below.

General Education Requirements		
Requirement	Course Options	Hours
GE Launch Seminar	GENED 1201	1
Foundations: Writing and Information Literacy	Student Choice	3
Foundations: Mathematical & Quantitative Reasoning/Data Analysis	Math 1151	Overlap w/ College requirement
Foundations: Literary, Visual and Performing Arts	Student Choice	3
Foundations: Historical & Cultural Studies	Student Choice	3
Foundations: Natural Science	Physics 1250	Overlap w/ College requirement
Foundations: Social & Behavioral Sciences	Student Choice	3
Foundations: Race, Ethnicity and Gender Diversity	Student Choice	3
Theme: Citizenship for a Diverse & Just World	Student Choice	May overlap with CSE Ethics (PHILOS 2338)
Theme: Student Choice	Student Choice	4
GE Reflection	Program-required capstone	Embedded into Major Core Capstone
General Education Credit Hours:		20-24

College/Degree Requirements		
Requirement	Course Options	Hours
ENGR 1100.xx		1
Math 1151, 1172 (FDN: Math & Quantitative Reasoning /Data Analysis)	Or equivalent	10
Physics 1250 (FDN: Natural Science)	Or equivalent	5
ENGR 1181.0x, 1182.0x	Or equivalent	4
College/Degree Requirements Credit Hours:		20

Additional Information:

*Technical electives:

- At most 2 hours of CSE 4251-4256 may be counted toward technical electives
- At most 2 hours of CSE 4193, 3 hours of CSE 4998, or 6 hours of CSE 4999, with no more than 6 hours total of CSE 4193, 4998, and 4999 combined, may be counted toward technical electives
- Non-CSE technical electives may be satisfied by completing a minor or through select courses (see list). Courses not listed may be petitioned. More information is available at <https://cse.osu.edu/prospective-students/undergrad/majors/bs-cse-program-information>

Course	Title	Hours
Major Core		
CSE 2221 and 2231	Software 1 and 2	8 (4+4)
CSE 2321 and 2331	Foundations 1 and 2	6 (3+3)
CSE 2421 and 2431	Systems 1 and 2	7 (4+3)
CSE 3341	Principles of Programming Languages	3
CSE 2501 or PHILOS 2338	Social, Ethical, and Professional Issues in Computing or Computing Ethics for a Just and Diverse World	1 or 4
CSE 3901 or 3902 or 3903	Project: Design, Development and Documentation (Web Applications or Interactive Systems or Systems Software)	4
CSE 3231 or 3241	Introduction to Software Engineering or Introduction to Databases	3
CSE 3421 or 3461	Computer Architecture or Introduction to Networking	3
CSE 3521 or 3541	Introduction to Artificial Intelligence or Introduction to Graphics	3
CSE 5911 or 5912 or 5913 or 5914 or 5915	Capstone Experience (Software Applications or Game Design and Development or Computer Animation or Knowledge-Based Systems or Information Systems)	4
Total Major Core Credit Hours:		42-45
Required Non-Major Courses		
ECE 2360	Electronics for CSE Majors	3
ECE 2060	Introduction to Digital Logic	3
MATH 2568	Linear Algebra	3
MATH 3345	Foundations of Higher Math	3
STAT 3470	Stats for Engineers	3
Science/Math Electives	Choice from list (see Buckeye Degree Planner)	8
Total Required Non-Major Credit Hours:		23
Free Elective (if PHILOS 2338 taken to fulfill CSE Ethics requirement)		
	Student choice	1
Total Free Elective Credit Hours:		0-1
Required Technical / Directed / Targeted Electives; Career Courses		
CSE courses 3000-level or higher*		>=9
Approved non-CSE courses 2000-level or higher*		<=8
Total Required Technical Electives Credit Hours:		17

General Education Requirements	20-24
College/Degree Requirements	20
Major Core	42-45
Required Non-Major Courses	23
Free Elective	0-1
Technical Electives	17
Minimum Total Credit Hours	126

Sample Schedule

Year 1 Autumn: 16 hours

Course	Hours
ENGR 1100	1
ENGR 1181	2
MATH 1151	5
Physics 1250	5
CSE 1223	3

Year 3 Autumn: 16 hours

Course	Hours
CSE 2431	3
CSE 390X	4
ECE 2060	3
MATH 2568	3
GE-History	3

Year 1 Spring: 15 hours

Course	Hours
CSE 2221 (need C- or better)	4
ENGR 1182	2
MATH 1152	3
GE-Writing	3
GENED 1201-Launch Seminar	1

Year 3 Spring: 17-18 hours

Course	Hours
CSE 32X1	3
CSE 34X1	3
CSE 35X1	3
Math or Science Elective	4
CSE 2501 or PHILOS 2338	1 or 4
[GE-Theme if not PHILOS 2338]	[4]

Year 2 Autumn: 18 hours

Course	Hours
CSE 2231	4
CSE 2321	3
STAT 3470	4
Math or Science Elective	4
GE-SBS	3

Year 4 Autumn: 15 hours

Course	Hours
CSE 3341	3
Technical Elective	3
Technical Elective	3
Technical Elective	3
GE-Lit/VPA	3

Year 2 Spring: 16 hours

Course	Hours
CSE 2331	3
CSE 2421	4
Math 3345	3
ECE 2060	3
GE-Diversity	3

Year 4 Spring: 16 hours

Course	Hours
CSE 591X (includes bookend)	4
Technical Elective	3
Technical Elective	3
Technical Elective	2
GE-Theme	4

Bachelor of Science

Major: Computer and Information Science

Individualized Specialization Option

*The Individualized Option provides students the opportunity to select a combination of technical electives that may not fit with one of the other options.
Students are expected to consult with an advisor to determine appropriate courses.
Students in this major will complete a minimum of 124 credit hours as outlined below.*

General Education Requirements		
Requirement	Course Options	Hours
GE Launch Seminar	GENED 1201	1
Foundations: Writing and Information Literacy	Student Choice	3
Foundations: Mathematical & Quantitative Reasoning/Data Analysis	Math 1151	Overlap w/ Required Non-Major courses
Foundations: Literary, Visual and Performing Arts	Student Choice	3
Foundations: Historical & Cultural Studies	Student Choice	3
Foundations: Natural Science	Physics 1250	Overlap w/ Required Non-Major courses
Foundations: Social & Behavioral Sciences	Student Choice	3
Foundations: Race, Ethnicity and Gender Diversity	Student Choice	3
Theme: Citizenship for a Diverse & Just World	Student Choice	May overlap with CSE Ethics (PHILOS 2338)
Theme: Student Choice	Student Choice	4
GE Reflection	Capstone	Embedded into Major Core Capstone
General Education Credit Hours:		24

College/Degree Requirements		
Requirement	Course Options	Hours
ASC 1100	Or equivalent	1
World Languages	1101-1103 of a single language	12
College/Degree Requirements Credit Hours:		13

Additional Information:

*Technical electives:

- At most 2 hours of CSE 4251-4256 may be counted toward technical electives
- At most 2 hours of CSE 4193, 3 hours of CSE 4998, or 6 hours of CSE 4999, with no more than 6 hours total of CSE 4193, 4998, and 4999 combined, may be counted toward technical electives
- Non-CSE technical electives may be satisfied by completing a minor or through select courses (see list). Courses not listed may be petitioned. More information is available at <https://cse.osu.edu/current-students/bachelor-science-computer-information-science-bs-cis>

Course	Title	Hours
Major Core		
CSE 2221 and 2231	Software 1 and 2	8 (4+4)
CSE 2321 and 2331	Foundations 1 and 2	6 (3+3)
CSE 2421 and 2431	Systems 1 and 2	7 (4+3)
CSE 3341	Programming Languages	3
CSE 2501 (or PHILOS 2338)	Social, Ethical, and Professional Issues in Computing or Computing Ethics for a Just and Diverse World	1 or 4
CSE 3901 or 3902 or 3903	Project: Design, Development and Documentation (Web Applications or Interactive Systems or Systems Software)	4
CSE 3231 or 3241	Introduction to Software Engineering or Introduction to Databases	3
CSE 3421 or 3461	Computer Architecture or Introduction to Networking	3
CSE 3521 or 3541	Introduction to Artificial Intelligence or Introduction to Graphics	3
CSE5911 or 5912 or 5913 or 5914 or 5915	Capstone Experience (Software Applications or Game Design and Development or Computer Animation or Knowledge-Based Systems or Information Systems)	4
Total Major Core Credit Hours:		42
Required Non-Major Courses		
Math 1151 (FDN: Math & Quantitative Reasoning / Data Analysis)	Calculus I	5
Math 1152	Calculus II	5
Math 3345	Foundations of Higher Math	3
Stat 3470	Stats for Engineers	3
Physics 1250 (FDN: Natural Science)	Mechanics, Work and Energy, Thermal Physics	5
Science Elective	Choice from list (see Buckeye Degree Planner)	5
ECE 2060	Introduction to Digital Logic	3
Total Required Non-Major Credit Hours:		29
Required Technical / Directed / Targeted Electives; Career Courses		
CSE courses 3000-level or higher*		>=9
Approved non-CSE courses 2000-level or higher*		<=7
Total Required Technical Elective Credit Hours:		16

General Education	24
College/Degree Requirements	13
Major Core	42
Required Non-Major Courses	29
Technical Electives	16
Minimum Total Credit Hours	124

Sample Schedule

Year 1 Autumn: 15 hours

Course	Hours
ASC 1100	1
Math 1151	5
CSE 1223	3
Physics 1250	5
GE-Launch Seminar	1

Year 1 Spring: 17 hours

Course	Hours
CSE 2221 (need C- or better)	4
Math 1152	5
GE-Writing	3
Science	5

Year 2 Autumn: 15 hours

Course	Hours
CSE 2231	4
CSE 2321	3
Stat 3470	4
Foreign Language 1	4

Year 2 Spring: 17 hours

Course	Hours
CSE 2331	3
CSE 2421	4
Math 3345	3
Foreign Language 2	4
GE-Diversity	3

Year 3 Autumn: 17 hours

Course	Hours
CSE 2431	3
CSE 390X	4
ECE 2060	3
Foreign Language 3	4
GE-History	3

Year 3 Spring: 16-17 hours

Course	Hours
CSE 32X1	3
CSE 34X1	3
CSE 35X1	3
GE-SBS	3
CSE 2501 or PHILOS 2338	1 or 4
[GE-Theme if not PHILOS 2338]	[4]

Year 4 Autumn: 15 hours

Course	Hours
CSE 3341	3
Technical Elective	3
Technical Elective	3
Technical Elective	3
GE-Lit/VPA	3

Year 4 Spring: 15 hours

Course	Hours
CSE 591X (includes bookend)	4
Technical Elective	3
Technical Elective	3
Technical Elective	1
GE-Theme	4

Bachelor of Arts

Major: Computer and Information Science

The Bachelor of Arts in Computer and Information Science program is intended for students who want the flexibility to combine Computer Science coursework with a substantial number of courses from a non-computing discipline of their choice. Students in this major will complete a minimum of 123 hours outlined as follows.

General Education Requirements		
Requirement	Course Options	Hours
GE Launch Seminar	GENED 1201	1
Foundations: Writing and Information Literacy	Student Choice	3
Foundations: Mathematical & Quantitative Reasoning/Data Analysis	Math 1151	Overlap w/ Required Non-Major courses
Foundations: Literary, Visual and Performing Arts	Student Choice	3
Foundations: Historical & Cultural Studies	Student Choice	3
Foundations: Natural Science	Student Choice*	Overlap w/ Required Non-Major courses
Foundations: Social & Behavioral Sciences	Student Choice	3
Foundations: Race, Ethnicity and Gender Diversity	Student Choice	3
Theme: Citizenship for a Diverse & Just World	Student Choice	May overlap with CSE Ethics (PHILOS 2338)
Theme: Student Choice	Student Choice	4
GE Reflection	GENED 4001	1
General Education Credit Hours:		25

College/Degree Requirements		
Requirement	Course Options	Hours
ASC 1100	Or equivalent	1
World Languages	1101-1103 of a single language	12
College/Degree Requirements Credit Hours:		13

Course	Title	Hours
Major Core		
CSE 2221 and 2231	Software 1 and 2	8 (4+4)
CSE 2321	Foundations 1	3
CSE 2421	Systems 1	4
CSE 2501 (or PHILOS 2338)	Social, Ethical, and Professional Issues in Computing or Computing Ethics for a Just and Diverse World	1 or 4
CSE 3901 or 3902 or 3903	Project: Design, Development and Documentation (Web Applications or Interactive Systems or Systems Software)	4
Related Field Core	Choose courses from your approved related field discipline	12
Total Major Core Credit Hours:		32
Required Non-Major Courses		
Math 1151 (FDN: Math & Quantitative Reasoning / Data Analysis)	Calculus I	5
Math 1152	Calculus II	5
Stat 2450 or 3470	Stats	3
Science (FDN: Natural Science)*	Choice from list (see Buckeye Degree Planner)	10
Math/Science	Choice from list (see Buckeye Degree Planner)	3
Total Required Non-Major Credit Hours:		26
Required Technical / Directed / Targeted Electives; Career Courses		
CSE Electives	Choose from CSE 2331, CSE 2421, and any 3000 or higher not used for another requirement	>=13
Related Field Electives	Choose additional courses from your approved related field discipline	>=6
Other Electives	Additional CSE or Related Field courses	>=8
Total Required Technical Elective Credit Hours:		27

Additional information:

* These courses can also fulfill certain GE Requirements above (may be degree requirements, pre- or co-requisites, or major courses).

** Technical elective requirements:

- A minimum of 13 hours must be CSE courses
- A minimum of 6 hours must be Related Field courses
- Remaining 8 hours may be either CSE or Related Field courses
- At most 2 hours of CSE 4193, 3 hours of CSE 4998, or 6 hours of CSE 4999, with no more than 6 hours total of CSE 4193, 4998, and 4999 combined, may be counted toward technical electives

Category	Hours
General Education	25
College/Degree Requirements	13
Major Core	32
Required Non-Major Courses	26
Technical Electives etc.	27
Minimum Total Credit Hours	123

Sample Schedule

Year 1 Autumn: 16 hours

Course	Hours
ASC 1100	1
Math 1151	5
CSE 1223	3
GE-Writing	3
GE-Diversity	3
GE-Launch Seminar	1

Year 1 Spring: 16 hours

Course	Hours
CSE 2221 (need C or better)	4
Math 1152	5
Foreign Language 1	4
GE-History	3

Year 2 Autumn: 14 hours

Course	Hours
CSE 2231	4
CSE 2321	3
Stat 2450	3
Foreign Language 2	4

Year 2 Spring: 16 hours

Course	Hours
CSE 2421	4
Related Field Core	3
GE-Science	5
Foreign Language 3	4

Year 3 Autumn: 14-15 hours

Course	Hours
CSE 390x	4
CSE 2501 or PHILOS 2338	1 or 4
[GE-Theme if not PHILOS 2338]	[4]
Related Field Core	3
GE-SBS	3

Year 3 Spring: 15 hours

Course	Hours
Related Field Core	3
Related Field Core	3
Program Elective	3
Math/Science	3
GE-Lit/VPA	3

Year 4 Autumn: 16 hours

Course	Hours
Program Elective	3
Program Elective	3
Program Elective	3
Program Elective	3
GE-Theme	4

Year 4 Spring: 13 hours

Course	Hours
Program Elective	3
Program Elective	3
Program Elective	3
Program Elective	3
GE-Reflection	1

Appendix B: Sample Communications to Students upon Enrollment in Major

New Student Communication

Hi, STUDENT,

We are excited to announce that all Autumn 2025 incoming new first-year and transfer pre-CIS students have been directly admitted into the CIS major! Your major status has already been changed in Buckeyelink. You no longer need to go through the major application process unless you would like to choose a different engineering major. This status does not in any way affect curricular requirements in your program.

All students have been admitted to the Bachelor of Science version of the CIS major (BSCIS). We recognize that you may wish to pursue the BA CIS or BSE CSE, and that BS CIS students will need to select a specialization. Because of this, all students must complete [this survey](#) to indicate their preferences on their major and specialization (if applicable). You will learn more about the specialization options in your ASC 1100 class.

Please note that students admitted to the CIS major are responsible for meeting the department's Standards of Academic Performance (SAP) every semester to remain in good academic standing within the department and the University. **You must read and understand the current SAP policy located on the webpage: [Program Information | Computer Science and Engineering](#)** (Additional Resources>Standards of Academic Performance (Special Action Probation)). You will also learn more about this policy in ASC 1100.

If you are planning on changing to a different major, please reply to this email as soon as possible so that an advisor can offer advice on how to do so. **Please take note that if you change out of either CIS major, you forfeit your spot in the program and can no longer pursue either CIS major in the future.**

Should you desire to change your major at a future date, we recommend [University Exploration](#) as an additional advising resource to support your research in this.

Please reach out to your academic advisor if you have any questions or concerns regarding this status change or the admission to major process. Welcome again, and we look forward to supporting you through your undergraduate program over the next few years!

Sincerely,

ADADEMIC ADVISOR SIGNATURE

Continuing Students

Hi, STUDENT,

We are excited to announce that all eligible pre-CIS students have been directly admitted into the CIS major! Your major status has already been changed in Buckeyelink. You no longer need to go through the major application process unless you would like to choose a different engineering major. This status does not in any way affect curricular requirements in your program.

All students have been admitted to the Bachelor of Science version of the CIS major (BSCIS) with no specialization. We recognize that you may wish to pursue the BA CIS or BSE CSE, and that BS CIS students will need to select a specialization. Because of this, all students must complete [this survey](#) to indicate their preferences on their major and specialization (if applicable).

Please note that students admitted to the CIS major are responsible for meeting the department's Standards of Academic Performance (SAP) every semester to remain in good academic standing within the department and the University. **You must read and understand the current SAP policy located on the webpage: [Program Information | Computer Science and Engineering](#)** (Additional Resources>Standards of Academic Performance (Special Action Probation)). You will also learn more about this policy in ASC 1100.

If you are planning on changing to a different major, please reply to this email as soon as possible so that an advisor can offer advice on how to do so. **Please take note that if you change out of either CIS major, you forfeit your spot in the program and can no longer pursue either CIS major in the future.**

Should you desire to change your major at a future date, we recommend [University Exploration](#) as an additional advising resource to support your research in this.

Please reach out to your academic advisor if you have any questions or concerns regarding this status change or the admission to major process. Welcome again, and we look forward to supporting you through your undergraduate program over the next few years!

Sincerely,

ADADEMIC ADVISOR SIGNATURE

Appendix C: Sample Communications to Students Regarding Warning and Special Action Probation

Warning Notification

Dear STUDENT,

The College of Arts and Sciences has reviewed your academic progress in the Computer and Information Science (CIS) program and is concerned about your performance in CSE and other required non-major courses, particularly Math, Statistics, and ECE courses.

The CIS Special Action Probation policy includes a Warning notice, which indicates that we are concerned about your grades, particularly grades of E, EN, Incomplete (I), and Withdrawals (W). This notice also includes conditions that students must meet to be removed from a Warning status. A Warning status is not formally placed on a student's transcript; however, students who do not meet Warning conditions are in jeopardy of being placed on formal Special Action Probation, which is marked on a student's transcript.

Upon review of your final grades for this past term, we have noted that you received marks of E, EN, I, and/or W. Due to these marks, **you have been placed on Warning.**

To remove this Warning status and to avoid the possibility of being placed on Special Action Probation later, you must meet the following conditions in your next term of enrollment.

Failure to meet any of these conditions in the next term of enrollment may result in placement on Special Action Probation:

- You must consult with your assigned academic advisor at least once to discuss options that will lead to academic success;
- You must take at least one major (CSE) or required non-major course;
- You must not earn marks of E, EN, or I in any major or required non-major courses;
- You must not drop a course with a W if you have three or more consecutive terms of W marks in major or required non-major courses.

If you have any questions about your academic status, please consult with your assigned academic advisor.

Sincerely,

Brenda Dinan

ASC Advising Manager

Continued Warning Notification

Dear STUDENT,

The College of Arts and Sciences has reviewed your academic progress in the CIS program and is concerned about your performance in CSE and other required non-major courses, particularly Math, Statistics, and ECE courses.

The CIS Special Action Probation policy includes a Warning notice, which indicates that we are concerned about your grades, particularly grades of E, EN, Incomplete (I), and Withdrawals (W). This notice also includes conditions that students must meet to be removed from a Warning status. A Warning status is not formally placed on a student's transcript; however, students who do not meet Warning conditions are in jeopardy of being placed on formal Special Action Probation, which is marked on a student's transcript.

Since you were not enrolled this past term, **you have been continued on Warning.**

To remove this Warning status and to avoid the possibility of being placed on Special Action Probation later, you must meet the following conditions in your next term of enrollment. Failure to meet any of these conditions in the next term of enrollment may result in placement on Special Action Probation:

- You must consult with your assigned academic advisor at least once to discuss options that will lead to academic success;
- You must take at least one major (CSE) or required non-major course;
- You must not earn marks of E, EN, or I in any major or required non-major courses;
- You must not drop a course with a W if you have three or more consecutive terms of W marks in major or required non-major courses.

If you have any questions about your academic status, please consult with your assigned academic advisor.

Sincerely,

Brenda Dinan
ASC Advising Manager

Continued Warning Notification

Dear STUDENT,

The College of Arts and Sciences has reviewed your academic progress in the Computer and Information Science program and noted that you were not enrolled in a CSE or required non-major course this past term after having been placed on Warning in the previous term. Since you were not enrolled in a CSE or required non-major course this past term, we are noting that your **Warning status will remain in effect** upon your return.

To remove the Warning status, you must meet the following conditions in your next term of enrollment. Failure to meet any of these conditions in the next term of enrollment may result in dismissal from the major:

- You must consult with your assigned academic advisor at least once to discuss options that will lead to academic success;
- You must take at least one major (CSE) or required non-major course;
- You must not earn marks of E, EN, or I in any major or required non-major courses;
- You must not drop a course with a W if you have three or more consecutive terms of W marks in major or required non-major courses.

If you have any questions about your academic status, please consult with your assigned academic advisor.

Sincerely,

Brenda Dinan
ASC Advising Manager

Warning Discontinued

Dear STUDENT,

The College of Arts and Sciences has reviewed your academic progress in the Computer and Information Science program and is pleased that you have met the conditions of your Warning status. Therefore, I am happy to report that your Warning status is hereby terminated.

I encourage you to continue the improvement you have shown. Also, please continue to meet regularly with your assigned academic advisor for continued help and support.

Sincerely,

Brenda Dinan

ASC Advising Manager

Special Action Probation Notification

Dear STUDENT,

The College of Arts and Sciences has reviewed your academic progress in the Computer and Information Science (CIS) program and is concerned about your performance in CSE and other required non-major courses, particularly Math, Statistics, and ECE courses.

Previous to this semester, you were placed on Warning. One of the conditions for terminating Warning status was to take at least one major (CSE) or required non-major course and not earn marks of E, EN, or I in the course(s). In reviewing your grades for the past semester, we noted that you earned a grade of E, EN, or I in one or more major (CSE) or required non-major course(s). Since you did not meet the conditions for removing Warning status, **you have been formally placed on Special Action Probation (SAP)**, which will be noted on your transcript.

To be removed from SAP, you must satisfy the following conditions:

- You must consult with your assigned academic advisor to determine coursework that will lead to academic success;
- You must take at least one major (CSE) or required non-major course;
- You must not earn marks of E, EN, or I in any major or required non-major courses;
- You must not drop a course with a W if you were placed on SAP due to excessive W marks.

Failure to meet these conditions may result in dismissal from the CIS major.

Please see your assigned academic advisor to finalize your next term's schedule. You should choose the number of hours that you register for, and the specific classes you register for, with care so that you are able to succeed in your courses. You are urged to consult with your academic advisor for help in both choosing your classes and discussing your current situation and academic plan, so that you can identify the causes of your current difficulty and determine appropriate actions that you may take in order to improve your performance.

Sincerely,

Brenda Dinan
ASC Advising Manager

Continued Special Action Probation

Dear STUDENT,

The College of Arts and Sciences has reviewed your academic progress in the Computer and Information Science (CIS) program and noted that you were not enrolled this past term after having been placed or continued on Special Action Probation in the previous term. Since you were not enrolled this past term, we are noting that your **Special Action Probation status will remain in effect** upon your return.

To remove the Special Action Probation status, you must meet the following conditions in your next term of enrollment. Failure to meet any of these conditions in the next term of enrollment may result in dismissal from the major:

- You must consult with your assigned academic advisor at least once to discuss options that will lead to academic success;
- You must take at least one major (CSE) or required non-major course;
- You must not earn marks of E, EN, or I in any major or required non-major courses;
- You must not drop a course with a W if you have three or more consecutive terms of W marks in major or required non-major courses.

If you have any questions about your academic status, please consult with your assigned academic advisor.

Sincerely,

Brenda Dinan
ASC Advising Manager

Continued Special Action Probation

Dear STUDENT,

The College of Arts and Sciences has reviewed your academic progress in the Computer and Information Science (CIS) program and noted that you were not enrolled in a CSE or required non-major course this past term after having been placed or continued on Special Action Probation in the previous term. Since you were not enrolled in a CSE or required non-major course this past term, we are noting that your **Special Action Probation status will remain in effect.**

To remove the Special Action Probation status, you must meet the following conditions in your next term of enrollment. Failure to meet any of these conditions in the next term of enrollment may result in dismissal from the major:

- You must consult with your assigned academic advisor at least once to discuss options that will lead to academic success;
- You must take at least one major (CSE) or required non-major course;
- You must not earn marks of E, EN, or I in any major or required non-major courses;
- You must not drop a course with a W if you have three or more consecutive terms of W marks in major or required non-major courses.

If you have any questions about your academic status, please consult with your assigned academic advisor.

Sincerely,

Brenda Dinan
ASC Advising Manager

Special Action Probation Discontinued

Dear STUDENT,

The College of Arts and Sciences has reviewed your academic progress in the Computer and Information Science (CIS) program and is pleased that you have met the conditions of your Special Action Probation. Therefore, I am happy to report that your Special Action Probation is hereby terminated and that **you are now in good academic standing** in the major.

I encourage you to continue the improvement you have shown. Also, please continue to meet regularly with your assigned academic advisor for continued help and support.

Sincerely,

Brenda Dinan
ASC Advising Manager

Appendix D: Sample Communication to Students Upon Major Dismissal

Dear STUDENT,

Upon reviewing your academic record for the past term, the College of Arts and Sciences was disappointed to see that you had not made progress in improving your academic standing in the department. Therefore, I regret to inform you that you are no longer a student in the Computer and Information Science (CIS) major and are not permitted to continue in this program. You are welcome to pursue the CIS minor if you wish.

You will be moved to ASC Undecided, and [ADVISOR NAME] (cc-ed here) will be your Academic Advisor. [ADVISOR NAME] will help you select a new major.

Here are some resources to help you in selecting your new major:

- If you have a specific Arts and Sciences major in mind, check the website below for information on making an appointment with an advisor for that major. Keep in mind that you may not be eligible for all ASC options as some other majors also have competitive admission. <http://artsandsciences.osu.edu/academics/programs>
- If you want to pursue a major in another college, please contact an advisor in that department.
- If you want to explore majors in colleges other than ASC, you should schedule an appointment with an advisor in the Exploration Program. <http://exploration.osu.edu/contact-us/schedule-an-appointment>

We know this information must be a big disappointment to you, but we will try to help you review your options since the CIS major is no longer a realistic major for you at this time.

Sincerely,

Brenda Dinan
ASC Advising Manager

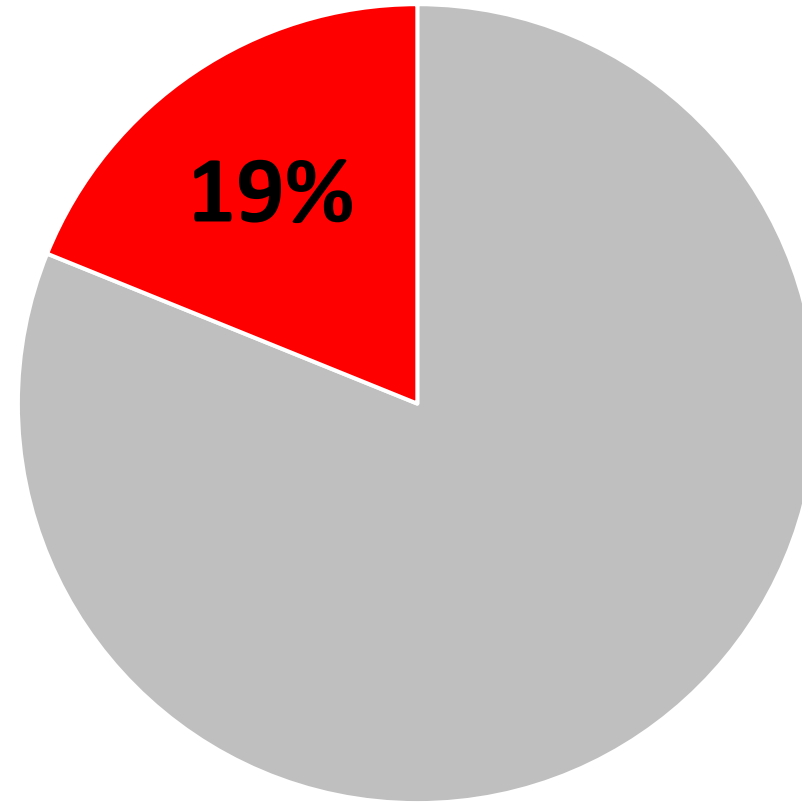
Appendix E: CSE 2221: Software I Retake Data

CSE 2221 Analysis

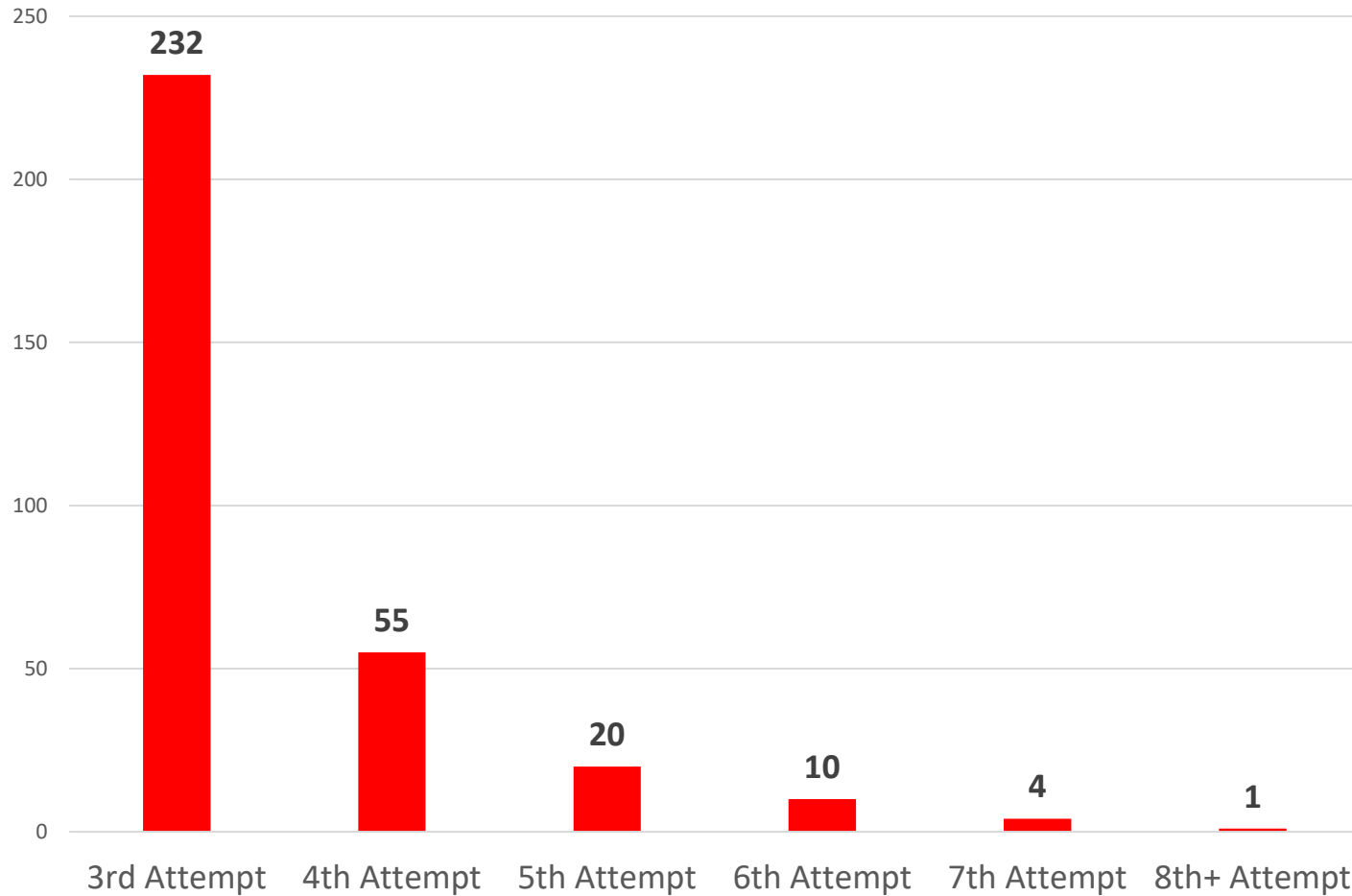
STUDENT SUCCESS RESEARCH LAB

Of the 6,273 students who took CSE 2221 from Summer 2014 to Spring 2023, 1,184 students attempted the class at least one additional time.

**CSE 2221 Retakes
SU14-SP24**



CSE 2221 More Than One Attempt SU14 – SP23

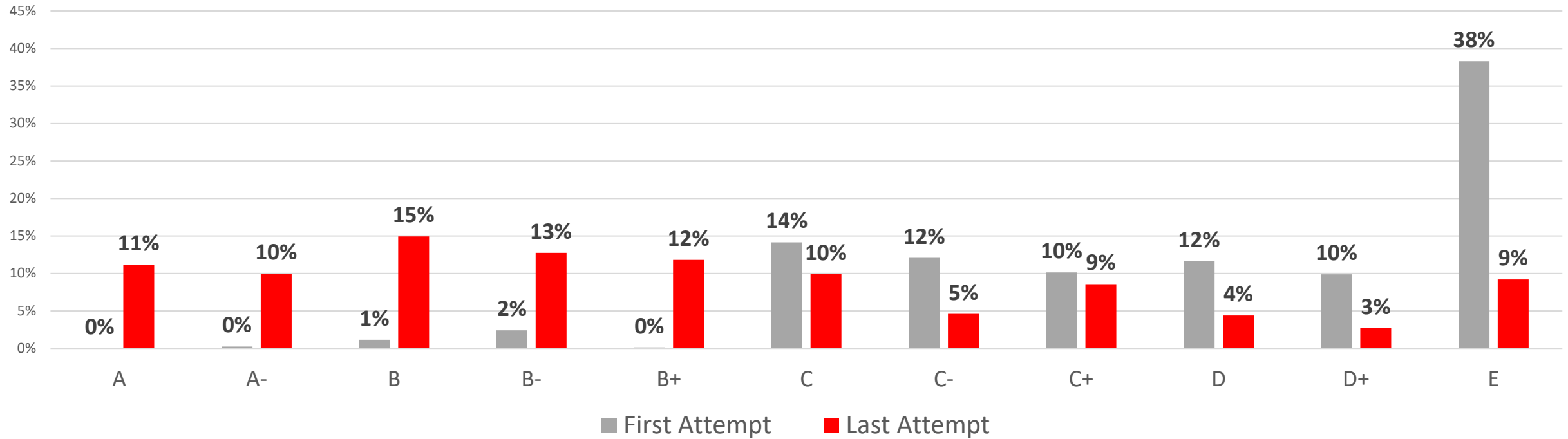


From Summer 2014 to Spring 2023, 232 students had retaken CSE 2221 more than once. The greatest number of attempts was 14.

Grades of CSE 2221

First Attempt vs Last Attempt

SU14 - SP23



For CSE 2221 from Summer 2014 to Spring 2023, the median grade the first attempt was a D, while the median grade the last attempt was a B+.

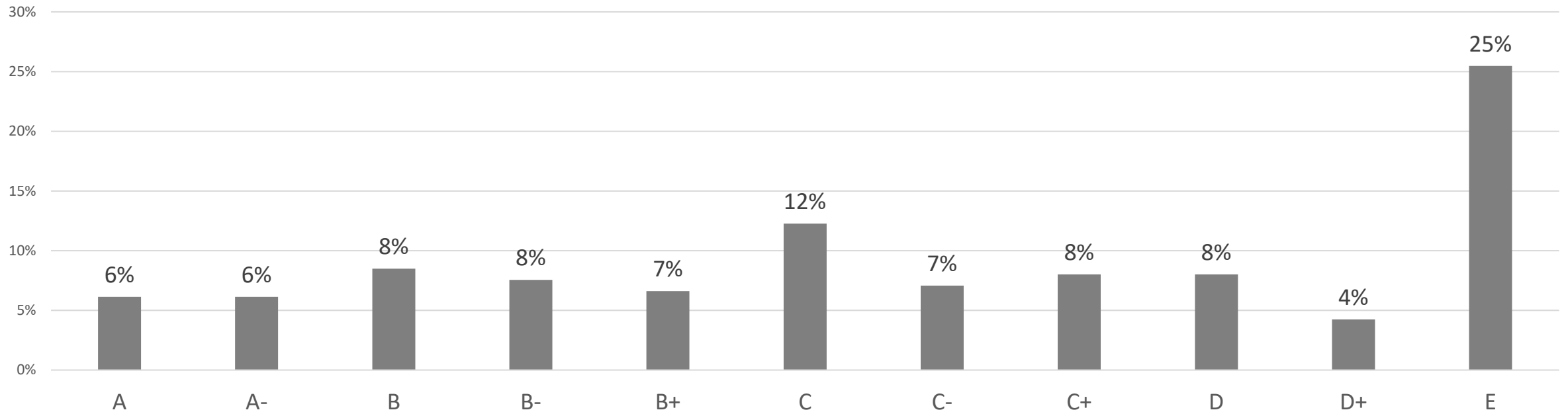
Note: Pass/Not Pass, Dropped, Withdrawn or Special Circumstance grades were removed.

Note: "First Attempt" and "Last Attempt" includes students who attempted CSE 2221 more than once.

Grades of CSE 2221

Grades After Second Attempt

SU14 - SP23



From Summer 2014 to Spring 2023, the median grade earned for CSE 2221 after the second attempt was a C-.

Appendix F: Dismissal Data for CIS Pre-Majors

AY2020-2021: 54 students

Summer 2020: 3 students

Autumn 2020: 24 students

Spring 2021: 27 students

AY2021-2022: 55 students

Summer 2021: 0 students

Autumn 2021: 15 students

Spring 2022: 40 students

AY2022-2023: 64 students

Summer 2022: 4 students

Autumn 2022: 24 students

Spring 2023: 36 students

AY2023-2024: 70 students

Summer 2023: 0 students

Autumn 2023: 19 students

Spring 2024: 51 students

*ASC began dismissing students for lack of progress to align with CSE's dismissals, Computer Science and Engineering's policies, so we more students were dismissed this term.

AY2024-2025: 48 students

Summer 2024: 1 student

Autumn 2024: 19 students

Spring 2025: 28 students