

IUPUI
Academic Policies and Procedures Committee
Minutes
Friday 2/7/03
1:00 – 3:00

Note Room Location--UC 2110

Minutes

- Approval of the 1/17/03 minutes was by consensus

Announcements

- Items from the Chair
 - Office of Student Financial Aid (OFSA)—Barb Thompson will be retiring from the Director's position at the end of the month. Susan Pugh, Director of IUB Office of Student Financial Assistance will serve as a consultant to the IUPUI OFSA leadership. The leadership structure will be determined by the end of the month.
- Print version of IUPUI Bulletin
 - The email discussion indicates a general consensus that with the availability of the Bulletin online, a limited printing of the Bulletin can meet our needs.

Academic Affairs Committee Report *Ken Rennels, Chair*

- The AAC has not met since the last APPC meeting

Items for Review, Discussion, or Action

- Update on SIS
 - Outcome of GPA issues—modifications to the PS product are planned to permit the calculation of the University GPA and the academic unit GPA.
 - The prototyping phase will be completed by the end of the month.
 - Decisions on priorities will be made by the SIS Executive Committee based on information provided by the Project Teams, the LIT groups, and the APC. It is anticipated that additional funding will be required to adapt PS to the essential IU business practices. The funding will require approval by the VP Sponsors in mid March.
- Update on SES
 - Space has been rented on Waterway Blvd.
 - The processes to hire trainers and administrative support personnel for the Indianapolis half of SES have been initiated
- Document Imaging/Document Management
 - Enrollment Services has a bid from MATRIX to purchase the hardware and software for the Document Imaging/Document Management system. Conversations have been initiated with UITS and UIS so that the products can be supported and are consistent with the enterprise wide plans for electronic document management.
 - Licenses would be purchased so that academic advisors in the units will be able to access the information electronically that has been housed in the paper student files constructed by the Office of Admissions
- Fee assessment by student attribute
 - In July 2004, students will be billed according to the level of the student (UG vs Grad), not the level of the course

- Currently variations exist among the IU campuses on how student fees are assessed if the level of the course (UG/Grad) does not match the level of the course.

Fee Assessment by Student Attribute vs Course Attribute

Scenario:

UGRD, Resident at IUPUI in 6 UGRD hrs and 3 GRAD hrs.

Current Assessment Logic Based on Course level

Course Level	Cr Hr Rate	# hrs	Total Fees
UGRD	139.45	6	836.70
GRAD	186.65	3	559.95
Total Fees			\$ 1,396.65

Proposed Assessment Logic Based on Student Attribute

Student Attribute	Cr Hr Rate	# hrs	Total Fees
UGRD career	139.45	9	1255.05
Total Fees			\$ 1,255.05

Scenario:

GRAD, Resident at IUPUI in 6 GRAD hrs and 3 UGRD hrs.

Current Assessment Logic Based on Course level

Course Level	Cr Hr Rate	# hrs	Total Fees
UGRD	139.45	3	418.35
GRAD	186.65	6	1119.90
Total Fees			\$ 1,538.25

Proposed Assessment Logic Based on Student Attribute

Student Attribute	Cr Hr Rate	# hrs	Total Fees
GRAD career	186.65	9	1679.85
Total Fees			\$ 1,679.85

issue will likely also be considered by the Graduate Affairs committee at an upcoming meeting.

- New Student Fee—
 - A question was raised about whether employee fee courtesy will cover the new student fee that will be added to the regular tuition rate for students who are new to the IU system.
 - Information on the new student fee can be found at http://www.bursar.iupui.edu/new_fall_2003_fee_for_iupui.htm
 - Since no one had the information to answer the question related to fee courtesy, the information will be sent to the APPC via email.
 - [The answer--According to Steve Martino who is involved in the programming for assessment for student fees, Fee Courtesy will cover the New Student Fee Rate just like it does for any of the other fee rates. The appropriate amount will be paid based on the fee courtesy status of the recipient (employee, spouse, dependent).]

Unit Updates

Admissions	Mike Donahue
Enrollment Center	Jennifer Pease
Bursar	Ingrid Toschlog
Registrar	Mark Grove
Student Life & Diversity	John Jones

Other Announcements

Future Agenda Items

Print version of schedule of classes

Administrative Withdrawal (who will process the withdrawals for the fall semester?)—*May*

Changing time frame for adding courses during summer sessions-- *Mark Grove*

Policy on academic unit retention of student records—*Mark Grove*

Developing faculty understanding of FERPA—*Mark Grove*

Meeting Schedule

March 7, 2003 1:00 to 3:00 AO 103

April 11, 2003 1:00 to 3:00 AO 103

May 2, 2003 1:00 to 3:00 AO 103