

IUPUI
Academic Policies and Procedures Committee
Minutes
Friday January 9, 2008

Minutes--The minutes of the December 5 meeting were distributed electronically.

Announcements from the Chair

- **NOTE: The February and March meetings will be located in BS2001**

Academic Affairs Committee Report *Kathleen Marrs, Chair*

- Reminder about the upcoming Town Hall meetings to discuss the Honors College: Thursday Jan 15, 2-3, and Friday Jan 23, 11:30-12:30, both in Library Lilly auditorium.
- Attached is the preliminary draft resolution for the Fall Break proposal. APPC members made great comments and suggestions.
- AAC is working with USG to craft a resolution for a fall break / recess at IUPUI. A draft resolution of this proposal was presented for discussion and comments. Kathy will follow up on the following points:
 - Implementation - Kathy will contact Ellen Poffenberger to draft wording; the Fall Break would be considered "Non-instruction days" for staff similar to the Wednesday before Thanksgiving or Spring Break; staff wishing to take time off would use their Accrued Time.
 - Feedback from athletic program - determine whether student athletes would be released from practices on those days, or if regular season practice / games would still occur.
 - Feedback from Chartwells - full service food options should remain open with understanding that fewer students will be on campus for those 2 days.
 - Check whether Summer bridge programs and mid-semester Priority registration dates are affected.

Items for Review, Discussion, or Action

- Behavioral Consultation Team—*Jason Spratt*
 - Jason presented an overview of the work of the Behavioral Consultation Team as described in the embedded documents.



BCT Information
1012008.doc



BCT TEAM MEMBERS
as of 10108.doc



BCT Concerned
Persons Referral She

- Update on addressing the overuse of surveys of students and faculty—*Gary Pike*
 - Gary Pike reported that a group of survey users is meeting to discuss ways to improve survey response rates at IUPUI. A first step in this process will be to create the IUPUI Pulse survey to consolidate many of the small survey efforts. Future actions may include developing a survey calendar to help coordinate survey efforts. Based on the discussion, a representative from the graduate School will be added to the survey users group.
 - Members of the users group include:
 - Rob Aaron – Student Life
 - Trudy Banta – PAII
 - Areef Kassam – Undergraduate Student Government
 - Gary Pike – IMIR
 - Gayle Williams – University College
 - Jim Wolfe – Survey Research Center
 - Graduate student representative to be named
- eADD—*Mary Beth Myers*
 - Consideration of when or if the academic units would like the eAdd option to be turned off.

- Decision was to continue with the eAdd option available from the start of the second week of classes through Automatic W date.
- Reorganization of Student Account Services—Gabrielle Bovenzi
 - In conjunction with the changes made last year in the division of Finance and Administration, The Office of Student Account Services (SAS) was formed. SAS is the union of Office of the Bursar, Delinquent Account Services and the Systems Analysis and Integration Team. During the last few months we've been in transition and haven't actively "marketed" ourselves as Student Account Services. Starting in January, this month, you'll hear us referring to ourselves as Student Account Services. We realize it will take time for SAS to become common language; please review your website and publications to change wording.
 - Feel free to contact Gabrielle if you'd like her to visit your staff meeting to discuss SAS.
 - The handouts from the meeting are attached.



SAS Org Chart
2008.12.11 APFC ...

- Org chart
- Contact list for SAS personnel – **this is an internal document; please do not publicize our staff**



2009 Jan SAS
Contact Informati...

phone numbers to students

- Report on Disclosures of Criminal Histories by Undergraduate Applicants—Chris Foley
 - Information attached
- University College Policy for Dismissing Beginning Students with <1.0 GPA after One Semester—Cathy Buyarski
 - **Policy Changes in 2007-2008**
 - **Academic Probation:** Required that all students on probation participate in an academic intervention (strengths-based workshop, STAR mentoring, or attend 3 topical workshops)
 - **Academic Dismissal of First Year Undergraduate Students*:**
 1. Beginning students who *attempted* 12 or more credit hours (including Ws) must obtain at least a 1.0 GPA at the end of their first semester or they will be dismissed.
 2. Students who withdrew from all courses are exempt.
 3. Students dismissed for the first time must sit out for a minimum of one regular (fall or spring) semester and petition by the established deadlines to be reinstated. Reinstatement is not automatic.
 4. Students dismissed two or more times must remain out of school for two regular (fall and spring) semesters and petition by the established deadlines to be eligible for reinstatement.

* Defined by the IUPUI Admissions Center as high school graduates (or students who have completed the GED or equivalent credential) with less than 12 hours of attempted college credit at the time of enrollment at IUPUI.

- **Data Informing Policy Changes**

University College Students in First Time Full-time Cohort

	Fall 2004	Fall 2005	Fall 2006
Total number FTFT in University College	1547	1605	1603

Number with 1st semester GPA below 1.0*	13% (201)	14% (217)	13% (215)
1 year retention for students below 1.0*	1% (23) 11% of below 1.0	.7% (24) 11% of below 1.0	1% (29) 13% of below 1.0

*Represents students with earned GPA; students withdrawing from all classes have been removed.

- **Results**

Fall 2008 Dismissal

	Total Number Enrolled	Number Dismissed	Percent of Enrollment
First semester	1650	185*	11%
Second semester or beyond	4624	266	5.8%
TOTAL	6274	451	7%**

*Only 63 of these students (34%) were enrolled for the spring term at the time of dismissal

** Fall 2007 total dismissed 284/6450 (4.4%)

- University College will be doing additional research and data collection on the first semester students who were dismissed in order to inform admission, orientation and first-semester practices and programs.

Future Agenda Items-

- Issues related to individuals with degrees who want to take additional UG courses—*Chris Foley (February)*
- New course review process—*Mary Beth Myers (February)*
- Demonstration of TransferIN—*Terry Brown (February)*
- Information on the functions of the Bursar Appeals Committee—*Ingrid Toschlog & Rick Ward (February)*
 - An observation was that when a student registers for classes and doesn't attend, the paper bill was send to the student only after the student bill had moved on to the collection agency.
- BA in Africana Studies —*Monroe Little (February)*
- BS in Health Sciences (SHRS)
- 3 certificates (SHRS)—*Joyce MacKinnon (March)*

Meeting Dates and Locations for 08-09

<i>Date</i>	<i>Time</i>	<i>Location</i>
January 9, 2009 *	1:00 – 3:00	CE 268
February 6, 2009	1:00 – 3:00	BS2001
March 6, 2009	1:00 – 3:00	BS2001
April 10, 2009 **	1:00 – 3:00	CE 268
May 1, 2009	1:00 – 3:00	CE 268

Meetings are first Friday of each month; there are some exceptions

*January 9th is second Friday

** April 10th is second Friday

Room CE 268 is located in the Campus Center

Website: <http://registrar.iupui.edu/appc/>

**RESOLUTION TO PROPOSE AN OCTOBER FALL BREAK
("ACADEMIC HOLIDAY") AT IUPUI
For consideration by the IUPUI Faculty Council and Office of the Registrar**

1. Arguments in favor of a Fall Break

- a. Reduce the high stress at predictable times in semester for students
- b. No loss of teaching days (Semester starts 2 days early)
- c. Start semester on a Monday, allowing for a full first week of classes, and gain of a week of laboratory sessions in some departments
- d. "Academic Holiday" on a M-T emphasizes time to catch up
- e. Timed to fall between the 8-week class end date (1st 8 week) and start date (2nd 8 week)
- f. National "Fall Alternative Break" movement seen as a time to serve others in a new community. IUPUI Currently participates on a Friday-Sunday short "FAB" option.
<http://csl.iupui.edu/OCS/4a6.asp> – may fit with RISE initiative.

2. Arguments opposed to a Fall Break

- a. Further differentiates calendars between IUPUI, IUB, etc. (May set in motion a way to standardize calendars on both campuses?)
- b. Some students may be tempted skip entire week of classes
- c. Does not (and cannot) coincide with K-12 fall break calendar(s) throughout city – different schools take different breaks, last weeks of Oct.

WHEREAS, there is no break between the Labor Day holiday and the Thanksgiving holiday in the Fall Semester, and

WHEREAS, this long stretch of classes causes high stress at a predictable time in semester, and

WHEREAS, a mid-semester October Fall break would allow students and faculty time to re-charge academically and prepare for the remainder of the semester

THEREFORE BE IT RESOLVED, by the IUPUI Faculty Council, a fall break be implemented to divide up the semester, and

BE IT FURTHER RESOLVED this break will occur on a consecutive Monday and Tuesday in mid-October

Implementation Guidelines

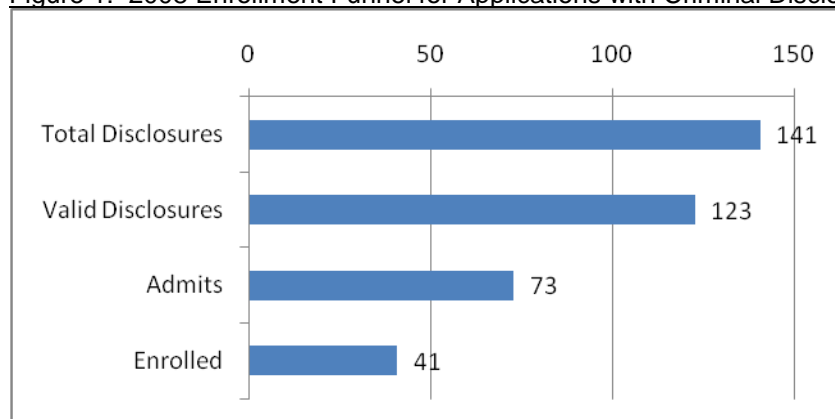
- 1) This policy will become effective in Fall 2010.
- 2) The fall semester will start 2 days earlier in August, on a Monday, rather than a Wednesday.
- 3) Staff may use the two days as floating holidays (wording – discuss with APPC and others)

(Note from KMarrs: Modified from a similar proposal at TEXAS TECH UNIVERSITY)

Criminal Disclosure Report for 2008 Terms¹

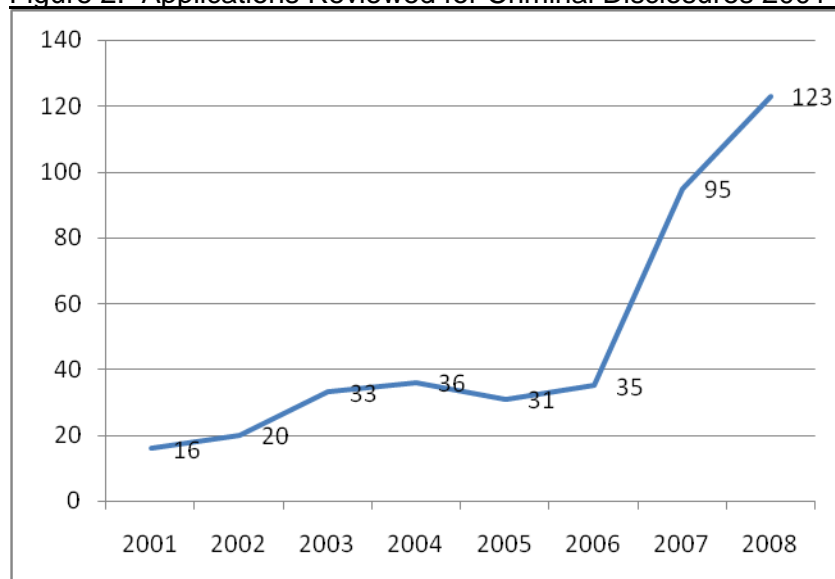
Prepared by Chris J. Foley, Director of Undergraduate Admissions January 2009

Figure 1: 2008 Enrollment Funnel for Applications with Criminal Disclosures



Notes: "Total Disclosures" includes those applicants who mistakenly clicked "yes" to the criminal disclosure question. "Valid Disclosures" are those who truly had activity that required disclosure. "Admits" includes conditional and probationary admits as well as those who are fully qualified. "Enrolled" are those who were enrolled in classes for the term(s) for which they applied. In a few cases, students applied to multiple terms, and as a result are counted more than once in the total counts.

Figure 2: Applications Reviewed for Criminal Disclosures 2001-2008



Notes: In 2007, 8 additional students mistakenly said "yes" to the criminal activity question on the application. In 2008, 18 additional students mistakenly said "yes" to the criminal activity question on the application. Prior to 2007, intercampus transfer and returning students were not included in the review for criminal activity.

Table 1: 2008 Criminal Disclosures by Application Type

	Spring 2008	Summer 2008	Fall 2008	2008 Total
Second Bachelor's Degree	1	3	1	5
Freshman	3	4	2	9
Intercampus Transfer	2	3	9	14
Returning Student	21	11	29	61
External Transfer	8	4	16	28
Visiting Student	2	3	1	6
2008 Total	37	28	58	123

¹ Only disclosures related to applications process by the Office of Undergraduate Admissions are included in this report.

Table 2: 2008 Criminal Disclosures by Action

	Spring 2008	Summer 2008	Fall 2008	2008 Total
Admitted	25	12	35	72
Admissions Revoked			1	1
Incomplete	1	5		6
Denied	2	3		5
Administratively Withdrawn	8	8	21	37
Withdrawn	1		1	2
2008 Total	37	28	58	123

Table 3: 2008 Criminal Disclosures by Offense (Applicants may have committed multiple offenses)

Offense	# of Cases
Undisclosed	31
Drug (possession or sales)	27
DUI/OWI	19
Theft/Aiding in Theft	7
Other	7
Battery	6
Robbery & Larceny	5
Burglary	5
Fraud	5
Forgery	4
Criminal Mischief	4
Armed Robbery	4
Arson	4
Alcohol (Minor in Possession)	3
University Discipline	3
Public Intoxication	2
Resisting Arrest	2
Invasion of Privacy	2
Child Molestation	2
Criminal Recklessness	2
Sexual Misconduct with a Minor	2
Driving Suspended License	1
Criminal Confinement	1
Assault	1
Attempted Murder	1
Indecent Exposure	1
Criminal Deviate Conduct	1
Rape	1