

IUPUI
Academic Policies and Procedures Committee
Minutes
Friday 5/2/03
1:00 – 3:00

Note Room Location—AO103

Minutes

- Approval of the 4/11/03 minutes

Announcements

- Items from the Chair

Academic Affairs Committee Report *Ken Rennels, Chair*

Items for Review, Discussion, or Action

- Update on SIS
- Update on SES
- Administrative Withdrawal (who will process the withdrawals for the fall semester)
 - Any unit who will be using Administrative withdrawal policy for the fall semester should contact Stephanie Osborne in University College. Her phone number is 274-8923 and her email address is sdosborn@iupui.edu
- Draft policy on demonstrations—John Jones
- Requiring writing component of ACT
- Financial Aid Satisfactory Academic Progress Policy
- Celebration of the end of year!!

Unit Updates

Admissions	<i>Mike Donahue</i>
Enrollment Center	<i>Jennifer Pease</i>
Bursar	<i>Ingrid Toschlog</i>
Registrar	<i>Mark Grove</i>
Student Life & Diversity	<i>John Jones</i>
Academic Units	<i>Unit Representatives</i>

Other Announcements

Future Agenda Items

DRAFT

Demonstrations/Rallies/Public Discussion/Parades

The freedoms of speech and assembly are basic and essential to intellectual growth and development. However, these activities are subject to the well-established right of colleges and universities to regulate time, place, and manner of expression so that the activities do not intrude upon or interfere with the academic programs and administrative processes of IUPUI. IUPUI may designate areas on the campus where students and or student-sponsored individuals may assemble and engage in speech activities without prior administrative approval. Other areas of the campus may be used with prior permission in accordance with institutional rules.

The sponsoring student individual, group, and/or organization should make clear that the organization itself is extending the invitation and that the views expressed by any speaker are not necessarily the position of IUPUI.

Requirements:

A basic general requirement for staging a demonstration, rally, public discussion, or parade is that the activity must not interfere with academic programs or other scheduled functions of IUPUI.

- Only IUPUI recognized students, student organizations or departments/agencies may present off-campus individuals to speak on campus.
- A student or student organization may use those areas, which have been previously designated for 1) public discussion without prior permission and 2) peaceful assembly or demonstration without prior permission.
- Sound equipment may be regulated to prevent interference with academic programs or other officially sponsored activities.
- For areas that require prior approval, demonstrations, rallies, public discussions, and parades must be registered through the Office of Student Life & Diversity Programs 7 days in advance of the event so that all departments of the University involved with the scheduling of such events can be properly notified. Groups and individuals must complete a special events notification form and pick up their event permit from SLDP on the day of the event. This form will notify departments across campus of your event and the permit will event approval to any concerned party.
- In the event that more than one demonstration or rally is planned for the same area, the one that is properly registered and is scheduled first will have priority.
- The area east of Wood Fountain is reserved for demonstrations and rallies. If a student group wishes to consider other areas of the campus for similar activities, a proposal must be discussed with the Office of Student Life & Diversity Programs or the Office of the Dean of Students.
- If demonstrations, rallies, public discussion, and parades are to be sponsored by student organizations off the campus, such plans should be discussed with the Office of Student Life & Diversity Programs or the Office of the Dean of Students, and proper arrangements must be made with the appropriate community or county officials.

Written Request

In order for IUPUI to accommodate a request for staging a demonstration, rally, public discussion, or parade a student, student group, or organization must submit a written request to the Office of Student Life & Diversity Programs.

- The request must contain the necessary information concerning the proposed use of the university facility/space and a certification that the organization will use the facility/space in accordance with the university's rules and regulations.
- The written request must state as accurately as possible the number of persons expected to participate in the proposed activity.

- The written request must contain a statement that the student group or organization will assume responsibility for the use and proper care of the university facility/space during the proposed activity.

Violation

The student, student group or organization and / or individual members may be subjected to disciplinary action pursuant to the Code of Student Rights, Responsibilities, and Conduct.

Satisfactory Academic Progress

Federal regulation requires that universities establish and apply standards of satisfactory academic progress for students receiving financial assistance under the programs authorized by Title IV of the Higher Education Act. State and university programs administered by the IUPUI Office of Student Financial Aid Services (OSFAS) are also included in this requirement. Academic transcripts of all students are reviewed at least once a year to ensure compliance with these regulations which include:

- Grade Point Average
- Withdrawals
- Duration of Eligibility
- Repeating Courses

Minimum Grade Point Average (GPA) Requirements

A student is expected to have a minimum GPA of 2.0

Withdrawals

The student is expected to complete a minimum of 75% of the credit hours in which the student enrolls each semester. Indicators of Satisfactory Academic Progress are grades of A, B, C, D, and P (pass) or S (satisfactory). Grades that do not indicate course completion include W (withdrawal), F (failing), I (incomplete), or U (unsatisfactory).

If the student registers for classes but never attends or stops attending without following the official withdrawal process, the student will receive a grade of FN and may violate Satisfactory Academic Progress. Additionally, the student may be asked to return all or a portion of the financial aid the student received. The amount to be repaid is determined by the last date of attendance reported by the student's instructor as it relates to the federal repayment formula.

Duration of Eligibility

The student is expected to complete degree requirements within a reasonable period of time. The student could lose financial aid eligibility once the student attempts 150% of the published number of credit hours required for the desired degree. All transfer credits that appear on the student's academic transcript and all courses in which the student receives a grade of A, B, C, D, P, S, W, F, I, or U are counted.

This regulation applies to all credit hours attempted even though the student may not have been a financial aid recipient.

The duration of eligibility is divided into annual increments.

For a four-year degree program requiring 124 credit hours to graduate, the maximum credit hours attempted for which any student can receive assistance are:

Freshman	47 credit hours
Sophomore	93 credit hours
Junior	140 credit hours
Senior	186 credit hours

Failure to meet this schedule could result in the denial of financial assistance until the student can complete enough credit hours to advance to the next grade level. If the student approaches 130% of the "duration of eligibility" for his or her program, a warning letter will be sent from OSFAS explaining the student is nearing the 150% limit.

If the student is pursuing a second Bachelor's degree, only hours that apply toward the second degree are counted in determining the duration of eligibility. Eligibility following a change of major that necessitates taking additional courses will be reviewed on an individual basis.

Repeated Courses

All repeated courses will count towards duration of eligibility and will be reviewed during the appeals process.

Probation

If the student does not meet all requirements, the student may be placed on Satisfactory Academic Progress probation and required to complete an on-line Satisfactory Academic Progress Quiz and Agreement that outlines the expectations for the probationary status. If the student does not meet the terms of this agreement, the student might be denied financial aid for the following semester unless extenuating circumstances can be documented.

The SAP Agreement

The terms of the agreement state:

- The student should maintain at least a 2.00 GPA each semester for the duration of the agreement.
- The student should complete all courses in which he or she is enrolled at the end of the first week of classes with a grade of A, B, C, D, P, or S.
- The student should complete the semester without receiving a grade of W, F, FN, I, or U.
- The student should contact a Financial Aid Advisor prior to dropping any course(s) after the 100% refund period.
- It is the student's responsibility to read, retain, and comply with the Satisfactory Academic Progress Policy.
- The student should immediately update any change of address or telephone number with the Registrar.
- The student should maintain a current IUPUI email address and read all Satisfactory Academic Progress correspondence.

A student placed on Satisfactory Academic Probation is directed to complete the on-line Satisfactory Academic Probation Quiz and Agreement prior to receiving financial aid. Once the student has completed the Quiz and Agreement and all other eligibility requirements are met, the financial aid funds will be credited to the student's account and, if applicable, student loan processing will resume.

If the student fulfills the terms of the agreement, the student will be awarded aid in the following semester. The student's academic progress will continue to be monitored until completion of three consecutive semesters in compliance with the Satisfactory Academic Progress policy.

If the student does not fulfill the terms of the Satisfactory Academic Progress agreement, the student might be denied financial aid until Satisfactory Academic Progress is achieved. If the student feels extenuating circumstances affected academic progress, an appeal may be submitted.

Summer Satisfactory Academic Progress Policy

Since the summer sessions are conducted at an accelerated pace and in a condensed timeframe, financial aid usually is not awarded if the student is on Satisfactory Academic Probation. If the student's curriculum requires summer attendance to keep the student on track for graduation or if he or she has extenuating circumstances that warrant attendance, the on-line summer Satisfactory Academic Probation appeal form may be submitted.