

IUPUI
Academic Policies and Procedures Committee
Agenda
Friday May 2, 2008

Minutes--The minutes of the April 4 meeting were distributed electronically.

Announcements from the Chair

- SAP workshops for academic advisors
 - Approximately 50 individuals attended the 2 SAP workshops. Plans are being made for workshops next fall and spring. Potential topics were solicited from the workshop participants.
- Direct Lending
 - IUPUI will move from FFELP to Direct Lending for fall 08. Students will be contacted to sign new Master Promissory notes beginning in June. The processes within Direct Lending should facilitate getting funds to the students with a shorter turnaround time.
 - The current instability with lending institutions will make it more difficult for students with poor or no credit history to obtain private loans.
 - Financial Aid will continue to explore options.
- TransferIN has a target date of 12/1 for the implementation of the degree audit process within the TransferIN site. This will permit perspective transfer students to determine how the courses they have completed at other institutions will apply to a specific degree at the transfer institution. Due to the software currently used at Ball State and Indiana State, this will be a robust process for these institutions. If IUPUI is to provide comparable information to individuals considering transfer to our campus, we need to increase the number of degree audits that have been completed by the academic units.
 - Degree audit training (both basic and advanced) is available over the summer. If interested, go to <http://ses.indiana.edu/campusServices/sisTraining/registration/listclasses.cfm> and sign up for either/both the Basics/Advanced class.
 - The basic training class will also address the new fields that will be required when IU moves to the new Academic Advising Reports (AAR) – no timeline yet established.
 - The Registrar's Office will provide a resource to answer questions from the degree audit coders. For more information, contact Kari Fisher (kdickers@iupui.edu).
- Development of an online course approval form—*Mary Beth*
 - E-doc lite workflow development being started for the course approval form. More information will be provided as the development process proceeds.
- To be added to the remonstrance notification list, individuals should contact Tom May.
 - The website which lists the courses can be found at <http://www.iupui.edu/~crsremo/>.
- Transient post-baccalaureate students
 - The application for these students explains that they can only take UG courses. If they wish to take a combination of UG and Grad courses they are directed to apply as Grad Non-degree.
 - These students should be limited to registering for undergraduate courses because students in this category will be billed at the undergraduate rate.
 - Some units have granted permission for these UG post-bacc students to enroll in Graduate courses. The result is that the unit is receiving UG tuition from that student though delivering a Grad course.
 - Academic units are responsible for monitoring the enrollment on transient post-baccalaureate students.

Academic Affairs Committee Report *Kathleen Marrs, Chair*
No report

Items for Review, Discussion, or Action

- Certificate in Human Communication in a Mediate World—*Jennifer Cochran*



APPC Review of Proposed Certificate | online_certificate_fin
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A revised version of the certificate proposal was distributed at the meeting and is attached. After a few wording suggestions and discussion of the proposal, APPC members recommended that the proposal move forward to Dean Sukhatme.

- Addressing the overuse of surveys of students and faculty—*Gary Pike*



NDIR - Over
Surveying.pdf

- After discussing a number of the issues that result in the generation of multiple surveys and the difficulty with the response rate, it was decided that a small group would work with Gary Pike to develop an appropriate approach to address the issues.
- Gary is looking for individuals to volunteer for the work group.

Future Agenda Items-

- Review of SAP processes—*Kathy Purvis*
- CAD Certificate—*William Conrad*
- BA in African and African American Diaspora Studies--*SLA*
- How to handle registrations blocks when the prerequisite course requirement is fulfilled by a transferred course with undistributed credit—*Admissions/Registrar*
- Information on the functions of the Bursar Appeals Committee—*Ingrid Toschlog & Rick Ward*
 - An observation was that when a student registers for classes and doesn't attend, the paper bill was sent to the student only after the student bill had moved on to the collection agency.

Meeting Dates and Locations for 08-09

<i>Date</i>	<i>Time</i>	<i>Location</i>
September 5, 2008	1:00 – 3:00	CE 268
October 3, 2008	1:00 – 3:00	CE 268
November 7, 2008	1:00 – 3:00	CE 268
December 5, 2008	1:00 – 3:00	CE 268
January 9, 2009 *	1:00 – 3:00	CE 268
February 6, 2009	1:00 – 3:00	TBD
March 6, 2009	1:00 – 3:00	TBD
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 new Campus Center building

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