

**IUPUI**  
**Academic Policies and Procedures Committee**  
**Minutes**  
**Friday 9/6/02**  
**1 to 3 pm**  
**UC 2110**

**Minutes**

- The 5/3/02 minutes were approved as distributed

**Introductions**

- The list of members was circulated for corrections.
- New members of the committee were introduced.

**Remarks by Executive Vice Chancellor William Plater**

Dean Plater was delayed by another commitment and joined toward the end of the meeting. He expressed his appreciation to the members of the committee for their service. APPC will have a variety of important issues to address this year including items related to the implementation of SIS and SES. He responded to several questions from members.

**Announcements**

- Items from the Chair
  - Updates on Credit Transfer Issues were deferred to next meeting.
  - Update on SIS/SES
    - SIS
      - (1) Currently in prototyping phase which should be in February. The roll out will begin in July 03.
      - (2) When the project is completed,
        - (a) we will do things differently than we are doing now.
        - (b) we will lose some of the functionality we have now, at least for awhile.
        - (c) the critical elements for the provision of services will be provided.
      - (3) The financial commitments, particularly the costs of making modifications and the ongoing costs of maintaining modifications with subsequent upgrades, are concerns.
      - (5) Website <http://www.indiana.edu/~hrsis>
        - (a) Timeline [http://www.indiana.edu/~hrsis/c\\_timelines.shtml](http://www.indiana.edu/~hrsis/c_timelines.shtml)
          - i. Select SIS implementation timeline
    - SES
      - (1) A meeting is schedule on Monday to move toward a document describing SES
      - (2) A 'Virtual' SES model is being developed with functions located on the Indianapolis and Bloomington campuses.
      - (3) Costs are an issue. During the implementation of the SIS project, we need personnel to maintain the legacy system, implement SIS, and develop the SES to take over PS support.

- Admission and Enrollment Update—*Mike Donahue and Mark Grove*
  - Information was distributed via email.
  - See appended information.
- Members were reminded that the October meeting is at Glendale Mall in the CLN classrooms from 2-4 pm.
- Chancellor's Search website-- <http://www.iupui.edu/chancellorsearch.htm> provides members of the campus with information about the process.
- Responsibilities of APPC members
  - Members are expected to be communications link to and from units—particularly academic units. It is important that information shared via the APPC is communicated to the appropriate individuals in the units, including the Dean.

#### **Academic Affairs Committee Report** *Ken Rennels, Chair*

- The committee has not had the opportunity to meet.

#### **Items for Review, Discussion, or Action**

- IUPUI Portfolio and preparation for Accreditation site visit—*Karen Black*
  - Accreditation visit will be November 18 and 19
  - The institutional portfolio can be reviewed at [www.iport.iupui.edu](http://www.iport.iupui.edu)
- The Student and Exchange Visitor Information System (SEVIS)—*Sara Allaei*
  - Information for implementation of the process may not be available with sufficient lead time to match the implementation date. The Office of International Affairs is continuing to monitor the federal regulations.
  - See appended information.
- Library of FOCUS programs— *Mark Grove*
  - Information will be presented at the October meeting.
- Changing time frame for adding courses during summer sessions—*Linda Haas, Mark Grove*
  - Item was deferred to next meeting.
- Common Liberal Arts, Science, UCOL probation, dismissal and readmission policy—*M Langsam, J Kuczkowski, C Buyarski*
  - APPC will look at this policy to determine if it could serve as the basis of a minimum standard policy for all units. The implementation of PeopleSoft will require us to look at policies that impact the student information system and develop commonalities among units on one campus and among the IU campuses.
- Administrative Withdrawal procedures
  - An increasing number of departments are using Administrative withdrawal in freshman level classes, particularly gateway courses. We need to develop standardizations in the procedures to support the process of implementing administrative withdrawal.
  - Subcommittee will develop procedures and report back to APPC this fall.
    - Gayle Williams will chair.

## 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

- Developing faculty understanding of FERPA—*Mark Grove--October*
- Financial Aid Satisfactory Academic Progress (SAP) process—*Barb Thompson--October*
  - Military transfer credit and SAP determination—*Barb Thompson--November*
- Credit transfer when originating course and IUPUI course have different credit hours—*Mike Donahue--October*
- School of Education evaluation of transcripts for licensure—*Linda Houser--November*
- Faculty Sponsorship of Student for Admission as a Beginning Freshman--*October*
- Proposed New Degree BS in Environmental Science
- Print version of schedule of classes

## Meeting Schedule

September 6, 2002	1:00 to 3:00	UC 2110
October 11, 2002	<b>2:00 to 4:00</b>	<b>CLN Glendale Mall</b>
November 8, 2002	1:00 to 3:00	AO 103
December 6, 2002	1:00 to 3:00	UL 1126
January 17, 2003	1:00 to 3:00	UC 2110
February 7, 2003	1:00 to 3:00	UC 2110
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

# MEMO

TO: Members of APPC

FROM: Mike Donahue, Admissions Office

Date: September 6, 2002

## ADMISSION DATA FOR FALL 2002

The attached Admissions Review provides a summary of Fall 2002 application activity.

### Freshman applicants

- A. Fewer freshmen applied for admission. We believe two factors contributed to this decline. (1) Many high school seniors have learned that we have higher admissions standards and those students are applying directly to the Community College. (2) We moved from an on-line application that did not require a fee payment to submit to an on-line application that required payment at the time of submission. In past year's as many as twenty five percent of on-line applicants never completed the application by submitting the fee or credentials. With the new on-line application, fewer than five percent fail to submit credentials.
- B. Percentage of Admitted students declined. Five percent fewer applicants were admitted than last year. With our new admission standards this decline was expected.
- C. Percentage of Admitted students who enrolled declined. Three percent fewer students admitted chose IUPUI as their school to attend. This "yield rate" decline was also anticipated. Students with stronger records typically apply to more than one school. These students always have several choices as to where to enroll. This is still a strong yield rate. For comparison consider the following private colleges have about a 27% yield. Based on most recent data from 1992 College Board Handbook-----Purdue has about 42%; IU has about 45%; Wayne State has about 50%;. Univ of Mo at Kansas City has about 28%; Univ of Cincinnati has 41%. Univ of Wisconsin Milwaukee has 53%. As we raise our admissions criteria we must actively pursue those students we admit!
- D. Class rank rose. Average SAT rose.

### Transfer applicants

- A. More transfer students applied. This difference sliced the decline in freshman application by 50%.
- B. A greater percentage of transfer students were admitted. The percentage of students admitted rose six percentage points. The greatest contributing factor was the new on-line application. As noted above for freshman, students using the on-line application were required to pay the application fee at the time of submission.
- C. A lower percentage of transfer students enrolled. The percentage dropped 2.5%.
- D. The average GPA rose.

## Implementation of the Student and Exchange Visitor Information System (SEVIS)

- The data that must be reported in SEVIS applies only to those international students for whom we are issuing student visa documentation. It includes:
  1. The start date of the student's next term or session;
  2. A student's failure to enroll;
  3. **A student dropping below a full course of study without prior authorization;**
  4. Any other failure to maintain status or complete the program;
  5. A change of the student's **or dependent's** legal name or address;
  6. Any disciplinary action taken by the school against the student as a result of the student being convicted of a crime; and
  7. A student's graduation prior to the expected program end date.
- The USA Patriot Act mandated participation in SEVIS by **January 30, 2003**.
- SEVIS impacts both admissions processing and services to enrolled students, but has greater impact on enrolled students.

## IUPUI Readiness for SEVIS Compliance

- The above is based on INS *proposed* regulations; to date INS has not published final regulations. We find ourselves in the situation of having to plan for an extremely difficult implementation schedule without knowing what the final rules of the game will be.
- An Indiana University SEVIS Implementation Team has been established to develop University policy and procedures for SEVIS compliance. IUPUI International Affairs will participate actively.
- Voluntary enrollment in the current Real Time Interface SEVIS system began on July 1, 2002. Batch processing—essential for managing the numbers of international students at IUPUI and across all Indiana University campuses—will not be available until later this fall.
- The Indiana University international offices have jointly purchased VisaManager, software that will deliver the capability for batch interface with the INS SEVIS system. An interface between SIS and VisaManager is already in place, with data residing on a secure server maintained by UITS. The upgrade enabling batch processing is not yet available and still needs to be purchased and integrated with existing systems.

## Interim Reporting Requirements

- The Enhanced Border Security and Visa Entry Reform Act (May 2002) established interim reporting requirements until SEVIS is fully operational worldwide.
- Beginning 9/11/02, information about all students for whom visa documents have been issued must be entered into a web-based State Department web site before a visa will be issued. The State Department has not yet launched the web site or issued regulations for how this reporting requirement is to be met.

Summary prepared for APPC by  
IUPUI Office of International Affairs  
9/6/02



### FALL - Degree-Seeking

		Year	Applied	Admitted	Enrolled	% of Applied Admitted	% of Admitted Enrolled
Beginners		2002	5306	3931	2332	74.10%	59.30%
		2001	5628	4446	2767	79.00%	62.20%
		2000	5320	4517	2912	84.90%	64.50%
		1999	5108	4402	2957	86.20%	67.20%
		1998	4423	3906	2488	88.30%	63.70%
		1997	4531	3974	2530	87.70%	63.70%
		1996	4021	3507	2252	87.22%	64.21%
	Transfers	2002	2917	2470	1607	84.70%	65.10%
		2001	2778	2190	1478	78.80%	67.50%
		2000	2464	1926	1280	78.20%	66.50%
		1999	2410	1864	1302	77.30%	69.80%
		1998	2518	1996	1370	79.30%	68.60%
		1997	2443	1981	1339	81.10%	67.60%
		1996	2347	1926	1284	82.06%	66.67%

### TRANSFER INFORMATION

#### Ivy Tech-Community College (Passport)

1301 students enrolled at the Indianapolis campus of IUPUI this term previously attended Ivy Tech-Indianapolis. This number is all students and not just first time enrollees.

#### Average Transfer GPA

2001

2002

2.59

2.68

GPA from the student's former institution

### FRESHMAN INFORMATION

#### Percentage Distribution of Beginner Admits with High School Rank



	2001	2002
Top 10%	9.9%	10.0%
Top 1/3	44.0%	44.9%
Middle 1/3	43.1%	43.8%
Bottom 1/3	12.9%	11.3%
No rank given	15.0%	16.7%

Average H.S. Rank		up 1 to 61
Average SAT		up 9 to 988

Percentages is of the admitted students with class rank

Top 10% also included in top 1/3

"No rank" percentage is of the entire admitted cohort

Up 5 from Fall 2000

Up 28 from Fall 2000

#### **Ivy Tech-Community College (Partners Program)**

During the 2001-02 academic year, 1490 students were referred to the Partners program.  
 An additional 500 applicants were denied admission who live outside Central Indiana  
 Upon successful completion of stipulated courses, students are guaranteed admission to IUPUI