

IUPUI
Academic Policies and Procedures Committee
Minutes
Friday 10/12/01
1 to 3 pm—CA 136

Minutes

- September minutes were accepted

Announcements

- Items from the Chair
 - Note change in meeting room beginning in December
 - Nov 9 1:00 - 3:00 CA136
 - Dec 7 1:00 - 3:00 UL 1126
 - Jan 18 1:00 - 3:00 UL 1126
 - Feb 8 1:00 - 3:00 UL 1126
 - Mar 8 1:00 - 3:00 UL 1126
 - Apr 12 1:00 - 3:00 UL 1126
 - May 3 1:00 - 3:00 UL 1126
 - Updates on Credit Transfer Issues
 - Intercampus transfer
 - (1) Kim Manlove has distributed information to the academic units to conduct the review of 300/400 level courses
 - (2) Deadline for return of materials is 12/1/01
 - Transfer of credits among state supported institutions
 - (1) Articulation grids with the CCI degree concentrations has been completed due to the diligent efforts of Miriam Langsam, Greg Fetterman, Joe Kuczkowski, and Mary Grove
 - (2) Transfer grids for 42 fall semester most frequently taken courses have been completed.
 - (3) At the November meeting of STAC (Statewide Transfer and Articulation Committee), the next set of courses to be considered will be discussed.
 - Proposed applicant fee structure for 2003
 - IUB and IUPUI are discussing establishing applicant fee rates that would be consistent on both campuses.
 - Domestic applications = \$45
 - International applications = \$55
 - The financial impact of these changes are under discussion

Academic Affairs Committee Report *Ken Rennels, Chair*

- UFC Educational Policies Committee recommended and UFC adopted revisions in the Policy on Release of Student Information to bring the policy into compliance with federal regulations.
- Some additional wording changes are required since the document contained sections that only referred to IUB offices.
- The School of Allied Health Sciences reorganization plan was reviewed

- AAC had no concerns from the academic affairs perspective
- Consideration of a policy to limit the number of credit hours that can transfer from a 2 year institution has been suspended. Academic unit residency requirements and the limit on the transfer of courses from 2 year institutions to 100/200 level equivalents has addressed the original concern that led to the proposal to limit the number of transfer hours.

Information Item

- SON undergraduate programming changes—*Donna Boland*
 - Indianapolis ASN program will suspend admissions after admitting students for the Spring 2003 semester

Items for Review, Discussion, or Action

- 2002 Admissions Standards will be implemented as adopted by APPC last spring.
- IUPUI Process for Development of Undergraduate Majors—*Kim Manlove*
 - Proposal distributed at the meeting was discussed and recommendations for changes made.
 - Revisions will be made and the document distributed via the listserv prior to the November meeting
 - A vote on the document is scheduled for the November meeting
- Process for Review of Variable Topic and Workshop Courses—*Kim Manlove*
 - Proposal distributed at the meeting was discussed and recommendations for changes made.
 - Revisions will be made and the document distributed via the listserv prior to the November meeting
 - A vote on the document is scheduled for the November meeting
- Admission of undocumented persons—*Sara Allaei*
 - Document (appended at the end of these minutes) was distributed and discussed.
 - Events since 9/11 were also discussed.
- Academic Unit policies on time limit for student requests for grade changes—*Mark Grove*
 - Proposal from Miriam Langsam was discussed.

Undergraduate units of IUPUI will not change grades that are older than 3 (or 5) (or less time) under normal circumstances. Individual schools may choose to use a shorter period than the campus limit.

Any student with serious medical or personal circumstances that can be documented who wishes to request grade changes older than the campus or school timelines must petition a campus-wide committee which will review the petitions before the appropriate administrator or school-based committee does so.

The campus committee will consider 3 factors: the extent and appropriateness of the documentation, the degree to which the grades interfere the accomplishment of the student's academic goals, and alternate approaches which are consistent with the student's academic goal (FX, forgiveness, school's policies in calculating graduation GPAs, etc.) The committee may also consider probationary readmission to allow a student to establish a track record prior to action on the petition.

- Miriam Langsam and Mark Grove will assemble a group to develop a proposed policy that/ will be distributed to APCC prior to the next meeting.

Unit Updates

Admissions

Mike Donahue

- Cutoff dates for Spring applications
 - See appended information

Enrollment Center

Jennifer Pease

Bursar

Michael Cozmanoff

Registrar

Mark Grove

- Information on holiday office closings will be gathered and placed on the registrar's web site by the end of October
- Contact the Registrar if you need Bulletins
- A tutorial on FERPA will be available on the Registrar website by the end of October

Student Life & Diversity

John Jones

Academic Units

Unit Representatives

Other Announcements

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Future Agenda Items

- Ways to Distribute Information about Courses Related to Majors But Not in School—*Cathy Buyarski*-- November
- Common Liberal Arts, Science, UCOL probation, dismissal and readmission policy—*M Langsam, J Kuczkowski, C Buyarski*-- November
- Intercampus transfer and re-entering student procedures—*Jennifer Pease* -- November
- Report on actions on applicants reporting criminal or disciplinary history—*Mike Donahue*—November
- Symposium on Academic Misconduct—*John Jones*—November
- Administrative Withdrawal--January

Access of Undocumented Persons to Higher Education/IUPUI Practice

- ❖ The term “undocumented” covers a wide range of circumstances. A person who is “illegal” today could be “legal” tomorrow due to a change in immigration law or personal circumstance.
- ❖ There are no federal or state laws prohibiting the admission of undocumented persons to degree programs.
- ❖ Undocumented persons who meet IUPUI admissions standards are offered admission. Since they are non-immigrants, applications are processed by the Office of International Affairs, but domestic criteria are applied for persons who have completed at least the last two years of high school in the U.S.
- ❖ Undocumented persons are classified as nonresidents for tuition purposes. They are not eligible for in-state tuition because they do not have the “legal capacity to remain permanently in the United States.”
- ❖ Undocumented persons are not eligible for federal and state financial aid programs.
- ❖ Undocumented persons are not authorized for employment and cannot legally accept on-campus employment. Therefore, study at the graduate level by means of an assistantship would not be possible.
- ❖ Undocumented persons can receive privately-funded scholarships that do not require US residence or a service component back to the University that might be construed as “employment” under INS employment definitions.
- ❖ Indiana University is in compliance with all IRS tax withholding requirements for nonimmigrants. Therefore, scholarships received by undocumented persons may be subject to withholding and reporting to the IRS.
- ❖ At this time, there are no federal laws requiring schools to report the enrollment of undocumented persons to the INS. In the absence of such laws, these students are granted the same rights to privacy under FERPA as any other student.

In summary, IUPUI practice is to provide access to all qualified applicants within the framework of existing laws and regulations and not to create barriers beyond those that already exist.

Timeline for 201 applications
IUPUI Admissions Office

Nov 9 - Last day to mail beginning applications

Nov 16 - Last day to accept web applications from beginners

Nov 30 - Conditional Admissions Closes

- Last day to mail transfer applications

- Last day to mail visiting student applications

Dec 3 - Walk-in admissions for B9 applicants begins

Dec 7 - Regular admission closes for beginners

- Last day to accept web applications for transfers

- Last day to accept web applications for visiting students.

Dec 10 - Withdraw all incomplete beginners

Dec 28 - Transfer admissions closes

Jan 5 - Last day to admit visiting students (noon)

Jan 7 - Withdraw all incomplete transfer and visiting files

Jan 23 - Cancel no shows

Jan 25 - Contact all A/f enrolled students. (A/f = transferred students who were admitted, but enrolled elsewhere during the fall semester. Students are contacted so they will provide the fall transcript.)

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