Minutes

- The 11/5/04 minutes were distributed.

Announcements from the Chair

- Financial Aid update
  - Spring preparation and remaining Fall clean-up continues
  - Additional staff is being hired, but it will take some time before the impact of the new staff will be apparent
  - A team of Financial Aid specialists from the SIS project have recently spent time in Indianapolis reviewing business processes and calendars and help us both resolve remaining issues and assist in providing a better experience for the Spring term
- Bills for spring will go out next week. Some students will have Fall charges on their bills which they believe should be covered by Fall financial aid. In some cases that will be true. We plan to send e-mails to this population to alert to the Fall information and ask them to write to finaid@iupui.edu should they have questions. They will be asked to provide identifying information such as the university id number or the last four digits of the social security number. Copies of the Bursar Newsletter that is going out with the bills were distributed to members
- A message from Dean Plater to students will appear in the *Sagamore* next week. The message will include
  - An apology for the problems some students faced this term;
  - An explanation of the steps we are taking to improve processes for next semester;
  - Tips on how students can best prepare themselves for the start of the Spring semester, including regularly checking university e-mail accounts; and
  - An e-mail contact for complaints or questions. If students have specific issues about their enrollment or financial accounts, they will be acknowledged and their message forwarded to the appropriate office. Though this will be a communication option for students, if there are specific issues they are best handled by contacting the appropriate office directly rather then being routed though the general contact point.
- We will change the way in which we handle any short-term/emergency loans. Details on this and on any book loans/vouchers will be shared as they are finalized.
- We are reviewing processes to help reduce and otherwise address the lines at the start of the semester through triage and other activities. The long term plan is for Financial Aid staff who work at the counter to receive additional training and access to appropriate Bursar screens that should make it possible to answer more questions raised by students. Mary Beth Myers, Kathy Purvis, and Ingrid Toschlog will discuss options for collecting special credit fees as a way of helping those students to stay out of the line.
- In January, APPC will discuss a proposal for changing how fees are assessed based on a student’s class standing. There are implications for calculation of the grade point average. A copy of the proposal is attached below.
Academic Affairs Committee Report  Betty Jones, Chair

• A Town hall meeting on proposed changes to the Principles of Undergraduate Learning was held in November. Participants argued for keeping the Principles generally as they are, both in scope and in number.
• The Educational Policies Committee of the UFC is considering General Education at the different campuses. Some use a model similar to IUPUI’s Principles, while others are more directive and specify courses.
• EPC also is reviewing earlier work on the Master Course Inventory which was to begin with developing common course descriptions for 100- and 200-level courses. Should the campuses agree on descriptions, they could be added to the SIS Course Catalog and that functionality would be made available in the self-service environment. In the meantime, students and others are directed to on-line Bulletins from the campuses and to other course description tools at IUB and IUPUI.

Items for Review, Discussion, or Action
• Update on SIS/SES
  □ While the project official closes at some level December 31, work continues and involves staff working from both technical and functional perspectives working as the SIS/SES transition team.
  □ Consultants will be brought in during the Spring semester to review the proposed SES model
  □ The next major upgrade of PeopleSoft, version 8.9 will be released by PS in January. IU has not decided when the 8.9 upgrade will be implemented.
  □ As a result of the above it makes sense to hold off on pursuing most of the desired modifications or enhancements at this time. We should assume that the functionality we now have in place will remain unchanged through the 2005-06 academic year.
  □ Summer Session information

The following statements present how the summer term will be handled from the student's perspective.

Student registers for SSI only--billing and FA/loan disbursement will occur prior to the beginning of the term. This is the same pattern as in legacy.

Student registers for SSII only prior to the start of the summer term--billing will occur prior to the beginning of the term (i.e., the beginning of Summer I). Crediting anticipated aid against the amount owed will vary by campus, but IUPUI will deduct the anticipated aid from the amount due. (The actual disbursement of the refund to the student will occur no sooner than 10 days prior to the start of SSII. The student should not anticipate receiving funds until the start of the summer term.) Students not receiving financial aid/loans will figure out that it is better to wait to register for SSII classes until after the initial bills for the summer term have been generated.

Student registers for SSII only after the billing date for the start of the summer term--billing and FA/loan disbursement will occur prior to the beginning of SSII.

Student registers for SSI and SSII--billing and FA/loan disbursement for both sessions will occur prior to the beginning of the term.

As long as the student completes one course in SSI, the student remains eligible for the full amount of the loans disbursed at the beginning of the term. If the student withdraws from
courses in SSII and had received Pell grants, the awards will be adjusted and the funds may need to be collected from the student.

We can anticipate that students who wish to enroll for Summer II will do so later so as to avoid earlier payment deadlines. As a result, schools will find managing and responding to Summer II enrollments more of a challenge and should anticipate a jump in Summer II enrollments after the start of Summer I. Reminders about this will be included with enrollment reports for the summer.

We will consult with the Bursar’s office about the impact of late-starting courses and late registration fees. This is especially an issue in the summer with multiple short-sessions. One goal will be to make the short-sessions as standard across the campus as possible to allow for easier management and use of automated fee assessment functionality.

- **Key Date Proposal**
  - See attached.
  - An overview of the need to establish formal dates for the start of classes because of the set-up time for the delivery of financial aid and other students services in SIS. There was understanding and support for this need.
  - Bill Wheeler and Betty Jones will draft a proposal for UFC-EPC to establish a policy that calendars should normally be set two years in advance but in no case less than 15 months in advance of the start of the succeeding academic years.
  - This is an example of an issue to be considered by the Academic Priorities Committee, a group established by UFC to consider and take action on an expedited basis.
  - We don’t anticipate this as being a significant issue for IUPUI given that semester dates are set many years in advance.

- **Spring Enrollment**
  - The following is a request send to members of last summer’s enrollment SWAT team.

  Last summer your efforts to reach out to individuals made an important difference in the number of students who enrolled for the fall. We need you to invest the same energy in reaching out to new admits and continuing students to assure that we meet our enrollment objectives for the spring semester. If you have been following the Point-In-Cycle updates (http://www.imir.iupui.edu/point_in_cycle/index.asp), you know that enrollments for the spring are significantly down. Detailed enrollment reports for Spring are available by visiting http://registrar.iupui.edu/enrollment/4052/cover4052.htm. IUPUI is down approximately 2900 heads (-14.7%) and 26,900 credits (-12.6%).

  The number of new and transfer admits for spring are down. We project that we will be down 200 to 300 freshman admits and approximately 200 transfer students.

  Orientation reports that last year 1004 individuals attended orientation sessions. So far, 546 students have scheduled or completed Orientation. We need 458 more reservations to achieve last year’s number.

  Orientation is making contacts with the individuals who have not yet scheduled a session. An updated list of direct admits will be sent to the academic units in the near future. It is important that the academic units contact these individuals to let them know that IUPUI wants them to attend.
The academic units have been sent a list of the continuing students who have not yet registered. An updated list will be available on December 8. These students need to be contacted by the academic units to encourage the students to register for spring classes. While our fall experience indicates that the students tend to delay registering, it is important that we reach out to spur them into action. In our summer Swat meetings, a number of schools reported that phone calls were the most effective and best received among the students who had not yet registered.

After you have received the information from Orientation and the Registrar, I will ask you to provide me with information on what actions you have taken so that I can catalog the activities for Dean Plater and Chancellor Bantz. These may include calls, e-mails, newsletters, or asking faculty to give general reminders in class that registration continues and that the earlier a student enrolls, the better the selection of courses.

- Fall 2005 Admissions update
  Mike Donahue noted that Fall 2005 Admissions numbers were strong and reminded the group that effective with January 2005 higher admissions requirements are in place. Processing of Fall 2005 is behind, but Admissions staff are working overtime to get applications loaded, in part to facilitate scholarship offerings. Mike reminded members that Admissions will post the first 90 credits of a transfer application as well as any courses in the student’s school. The schools have access to the imaged transcript from the former institution and can request posting of additional work as necessary.

- Entering fall semester grades
  - Mary Beth Myers gave a quick summary of efforts to-date on documentation and demonstrations of the new grade entry systems (through OnCourse and through OneStart). There are two levels of instructions for both methods and they will be available from [http://registrar.iupui.edu/facultyresources.html](http://registrar.iupui.edu/facultyresources.html).

  Mary Beth will send more information to APPC and to Faculty Council for dissemination on the list serves. Members were urged to get the mailings to their faculty. Rosalie Vermette also asked Mary Beth to be ready with a brief announcement at the December Faculty Council meeting and to share a handout there. Information is included on how to report FN grades and dates. This is of special importance this year due to the decision not to cancel students for non-payment. As a result, we may have more students still enrolled at the end of the term who did not attend or withdraw, despite communications to the students to take the necessary action.

- Other items for today
  - A concern was raised about differences in major/plan codes across campuses and the problems that causes in reporting across the university. Members agreed this was, in part, the result of campuses operating quickly and fairly autonomously in compiling their academic structures. Mary Beth Myers will investigate options.
  - In response to a question about Spring enrollment totals, Mark Grove summarized the work of last summer’s Swat group and noted that a follow-up phone survey was recently completed. More information on the survey will be made available after the first of the year.
  - Cathy Buyarski noted that Orientation has been busy calling students, but only had 50 attend Orientation today rather than the usual 150.
Amanda Helman told the group that SCS is reviewing files for students who stopped out from SCS in recent years to look for any patterns as to why they may not have returned. One preliminary finding is that as soon as students were placed on probation they were more likely not to return. While poor academic performance is typically the reason for probation, Amanda was surprised by the number of students who apparently did not take further action after being placed on probation to continue their enrollment. More study is needed.

This past summer IMIR ran a list of students last enrolled at any IU campus between August 1999 and December 2002 who had not completed a baccalaureate degree. Working with an outside vendor, we identified approximately 3600 students who lived in the central-Indiana region. A letter from Chancellor Bantz was sent to these students to encourage them to return to school and to attend Explore IUPUI in September. A special Website and contact e-mail and phone number were provided.

Nancy Fitzgerald-Bellovary of the Enrollment Center handled the contacts from these students and is aware of approximately 27 contacts from this group. As of the end of November five of the students had enrolled for the Spring term. The list of 3600 students has been turned over to the School of Continuing Studies for review and possible follow-up.

Nancy reported that Enrollment Center staff had 154 students contact the Enrollment Center about re-entering the university. Note that these are self-identified and generally are separate from the group of 3600. Nancy recommended that the campus provide additional detailed instructions and resources for the returning student population. She noted that some of them have just been out for a term or two and probably can be handled fairly easily through a self-service activity (be term activated, etc.). The other students have been out longer and typically have a good number of questions such as whether their earlier credits are still good, etc. Nancy suggests we provide different information for the two groups and will work with Jennifer Pease and Mark Grove on this.

- The group recognized Joseph Kuczkowski on his retirement from the university after 38 years as he attended what he hopes will be his last APPC meeting.

**Future Agenda Items**

- New SAT Writing examination (Testing Center)
- Intercampus Transfer & Returning Student Processes (Enrollment Center)
- Telephone survey of students—Vic Borden
- International recruitment ‘scholarships’ proposal
- Nomenclature for experiential learning

**Meeting Dates and Locations**

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 7, 2005</td>
<td>UC 2110 **</td>
</tr>
<tr>
<td>February 4, 2005</td>
<td>CA 136</td>
</tr>
<tr>
<td>March 4, 2005</td>
<td>CA 136</td>
</tr>
<tr>
<td>April 1, 2005</td>
<td>CA 136</td>
</tr>
<tr>
<td>May 6, 2005</td>
<td>CA 136</td>
</tr>
</tbody>
</table>
SIS – Key Dates Proposal

Table Of Contents

SIS – Key Dates Proposal ......................................................................................................................................... 7
Table Of Contents ...................................................................................................................................................... 7
Issue Description: ...................................................................................................................................................... 7
Requirements: ........................................................................................................................................................... 7
Recommendation: ...................................................................................................................................................... 8
Next Steps: ................................................................................................................................................................ 8
Attachment A: ............................................................................................................................................................ 8

Issue Description

As the Student Information System (SIS) has rolled out over the last 18 months, we have discovered that there are several key dates within the Academic Structure tables that have significant impact not only to the Student Records area but to the Financial Aid and Student Financials area as well. While we may have understood the interdependencies of these dates early on, only recently have we become more aware that updates to these dates must be more closely managed. Timing of changes to these dates must be strictly coordinated. As a result, decisions about changes to these dates must be planned well in advance of their effective use. Once these dates are established, there will be little opportunity to change these dates.

Following is an example to help illustrate this issue:

The Term-Begin-Date not only controls when classes start for Student Records purposes but this date also controls when Financial Aid disbursements can begin (10 days from the start of classes). Additionally, the Term-Begin-Date is typically used as the ‘effective date’ for determining when to assess Late Registration and Late Program Change fees.

All of the dependent processes do not use the Term-Begin-Date per se, but rather the value of the Term-Begin-Date is used to establish several other dates that are stored in many other PeopleSoft tables.

Please refer to attachment A for a list of Academic Structure Key Dates that fall into this category.

Requirements

Coordination of Updates: Considering the example above, one can see that it is critical for IU administration to coordinate with all functional areas when these dates are initially established for each term. It is equally important to coordinate subsequent updates to these dates.

Institution of a Freeze: In addition to the need for coordination, we also have a need to freeze these critical dates for each term. Looking back at the example above, there is a point at which adjustments to the Term-Begin-Date will have a serious impact on Financial Aid. The impacts are not always apparent to Student Records Administrators and Faculty because they may not realize that the Financial Aid disbursement rules have already been established and are in use based on the current value. Furthermore, the point at which this happens is much earlier in the calendar year than when Student Records might expect. For example, in the case of Financial Aid many of their configuration tables must be established for the entire Academic Year whereas the other module areas are more term based.
Recommendation

**Recommended Notification Procedures:** Currently individual campus faculty governance groups are responsible for establishing many of the dates that are associated with the Academic Structure configuration. As each term’s dates are established and/or adjustments to these dates are requested, they will probably filter to the SIS functional staff either via the Control Table Maintenance representatives or the SES Academic Structure coordinators. We recommend that these requests be submitted to the Control Table Maintenance Lead. It will be the CTM Lead’s responsibility to notify the appropriate Business System Managers (Core Team Leads until the BSMs are established) and to obtain approval for these changes. If there is any conflict or disagreement about the request, the CTM Lead will be responsible for escalating the request to the SES Directors for discussion and final approval. If the approval requires any technical involvement, the CTM Lead will include the SIS Project Manager in the discussion.

**Recommended Data Change Policy (Freeze):** The SIS Core Team Leads have analyzed the interdependencies of these dates and have established that the latest possible date when adjustments can be made without having a negative impact on business is July for the next academic year. Therefore, these dates for academic year 2006-2007 must be frozen by the end of July 2005.

**Next Steps**

At this point, the SIS Core Team Leads believe that the Data Change Policy may represent a change to either faculty policy and/or standard practices. Therefore, we request that the SIS Executive Committee engage the individual campus faculty governance groups in a discussion about this issue to determine if the above Date Change Policy can be instituted for IU.

The SIS Core Team Leads also request that the SIS Executive Committee engage the SES Directors in a discussion about this issue to: 1) raise the awareness of these interdependencies and the Date Change Policy, and 2) solicit approval of the recommended notification procedures.

**Attachment A**
# Key Academic Structure Dates
**Last Updated 10/27/04**

<table>
<thead>
<tr>
<th>Date Field</th>
<th>Student Financials</th>
<th>Financial Aid</th>
<th>Student Records Academic Advising Admissions</th>
<th>Self Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term Begin Date</td>
<td>Late Reg Fee grant begins, FA Disb. begins 10 days prior Optional Fees via SIS Reg ends Mandatory Fees not refundable after this date</td>
<td>Disbursement Data, Awarding, Packaging, and Loan Origination. If the Term Begin date changes once awarding, packaging, and Loan Origination has begun, the originated loan awards will have to be canceled and re-awarded to obtain the correct Loan Period dates for the loans.</td>
<td>Effective Dated Programs, Class Start</td>
<td></td>
</tr>
<tr>
<td>Term End Date</td>
<td></td>
<td>Affects Loan Periods data that are transmitted with Loans to Sallie Mae. FA Term and Budgets - this may actually be keyed in the weeks of Instruction as opposed to the actual Term End Date.</td>
<td>End of Classes, Exam Schedule, Grades</td>
<td></td>
</tr>
<tr>
<td>Session Begin Date</td>
<td>Adjustment calendars use this date to determine when to process refunds</td>
<td>For summer only: FA term, Packaging, and Disbursement.</td>
<td>Class Start</td>
<td></td>
</tr>
<tr>
<td>Session End Date</td>
<td>Fiscal Year (Summer)</td>
<td></td>
<td>End of Classes</td>
<td></td>
</tr>
<tr>
<td>Penalty Grade Begin Date(Term)</td>
<td>Late Program Change Fee begins</td>
<td>There are several FA business processes that revolve around this date, but no automated processes. FA needs to know about date changes but mostly for processes that are external to the SIS application. This date does display in FA Term, and if it is not pulled in because it isn’t there, it may impact IUE reporting.</td>
<td>Students begin receiving “W” for dis-activity or term withdrawals</td>
<td></td>
</tr>
<tr>
<td>Penalty Grade Begin Date(Session)</td>
<td>Late Program Change Fee begins</td>
<td>There are several FA business processes that revolve around this date, but no automated processes. FA needs to know about date changes but mostly for processes that are external to the SIS application. This date does display in FA Term, and if it is not pulled in because it isn’t there, it may impact IUE reporting.</td>
<td>Students begin receiving “W” for dis-activity or term withdrawals</td>
<td></td>
</tr>
<tr>
<td>First Date to Enroll</td>
<td>First batch assessment will run nightly for specific term begins</td>
<td></td>
<td>Enrollment opens for students with appointments and Administrative Users</td>
<td></td>
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<tr>
<td>Event Description</td>
<td>Details</td>
<td></td>
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<td>---------</td>
<td></td>
<td></td>
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<tr>
<td>End of Drop/Add **</td>
<td>FA was planning to use this date to determine when term withdrawals would be processed. But after further investigation, it was determined that this was not a reliable date to use for this purpose. Therefore, there is no FA dependency on this date at this time.</td>
<td></td>
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<tr>
<td>Student access to self-service for enrollment activity ends</td>
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<td></td>
</tr>
<tr>
<td>Student access to self-service for enrollment activity ends</td>
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<tr>
<td>Census Date</td>
<td>Term Cancellation (Wash) occurs a few days prior (varies by campus). FA uses a separate Census Date.</td>
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<tr>
<td>Weeks of Instruction</td>
<td>Weeks of instruction value is stored on the Student's FA-Term record. This data is subsequently used to calculate each student's budget. The implication is that if weeks of instruction change, the FA-Term needs to be rebuilt and budgets recalculated. If such packaging has occurred, there may be the need for some students to be re-packaged.</td>
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<tr>
<td>Weeks of Instruction</td>
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<tr>
<td>Open Enrollment Date</td>
<td>Currently IU is using the Dept of Ed software to calculate the 60% point. If IU chooses in the future to use FSA's delivered process, FAF would be dependent upon this date. It is at this point that a student is considered to have &quot;earned&quot; 100% of their aid and no recalculation is performed.</td>
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<tr>
<td>Open Enrollment Date</td>
<td>When students can get in to enroll without an appointment</td>
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<tr>
<td>50% Date in Time</td>
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<tr>
<td>Student Financials Assessment--Batch, nightly and auto call at least one wk before bills. Billing dates are not set until the academic calendar dates are set. Fall--around July, when we have the approved rates from the legislature. We need course/class fees by June.</td>
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<tr>
<td>Spring--As soon after registration as reasonably possible</td>
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<tr>
<td>Summer--In early April</td>
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<tr>
<td>Schedule Adjustment % (forfeited fees) % based on 1st wk, 2nd wk, etc. -- Setup through SF Adjustment Calendar</td>
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</tr>
<tr>
<td>Admissions Recruiting Minimum of six months before the term start date. Admissions would need to have term dates setup.</td>
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<tr>
<td>Student Records In addition to the fields identified above, the Academic Holiday Calendar should be sent out one year in advance.</td>
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<tr>
<td>Suggested that each year in July, all calendar dates are determined for the next academic year. (e.g. July 2005 for the 2006-2007 academic year)</td>
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</tr>
<tr>
<td>Financial Aid--Any Changes to key dates after February 1st will affect Financial Processing for the following Fall Term. (e.g. change to dates after Feb 1, 2005 will affect FA processing for Fall 2005 (Begin Date, End Date, Weeks of Instruction))</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Student Records--Term Begin/End, Session Begin/End and penalty grades must be finalized before the running of the Prior Term Ctg</td>
<td></td>
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</tr>
</tbody>
</table>
STUDENT ENROLLMENT
FEE ASSESSMENT AND GPA STATISTICS

BACKGROUND: Historically at IUPUI, students registered for classes were assessed fees based on the level of the classes in which they were registered rather than the student’s academic level. With this model, a student who had completed an Undergraduate degree but needed to take some number of UG courses to fulfill prerequisites for a graduate program could be registered as a Grad Continuing Non-degree student and assessed at the UG rate because of the classes being taken. If students were taking Graduate courses, they would be assessed at the Graduate rate. Similarly, students completing last courses toward an UG degree who decided to also take graduate courses during that term were assessed fees based on the coursework taken.

TWO ISSUES:

Fees: In the new SIS system, because of the nature of the PS design for fee assessment, in the scenarios described above the student will be assessed either graduate or undergraduate fees based on their Program of enrollment, irrespective of the level of registered courses. There is interest in identifying a possible workaround so that students continue to be assessed based on level of the classes taken.

GPA Stats: If a student is enrolled as a Graduate students, irrespective of the level of courses in which they are enrolled, their GPA statistics will be accumulated as part of the Graduate summary. In the first case discussed here, if the student enrolled through the Grad non-degree program is enrolled in UG classes, that UG coursework will be the beginning of their Graduate GPA statistics on their official transcript.

OPTIONS:

1. Continue assessing students based on the level of their academic program, regardless of the level of registered courses.

   Student Fees: Students will be assessed at the Graduate rate, even for Undergraduate courses. UG students would be able to take Graduate classes while being assessed the UG rate.

   Grad School Income: Grad School will suffer no loss of revenue.

   Transcript Statistics: No change here. We would continue to include the coursework in the enrolled program summary on the official transcript, irrespective of the level of coursework being taken.

2. Continue current registration practice but have Bursar make adjustments to assess per class level.

   This would require a modification to the system. It should be pointed out that this was presented to the SIS Exec Committee and, given the nature and scope of other requested modifications, the decision was made not to approve a system modification to assess students by their course level. (Projected cost of modification: $ ). Instead, a change in the fee policy for IUPUI and the regional campuses was recommended. That recommendation went forward and was approved for all seven campuses at the
university level. This is our current state. Note also that this fix would address the fee issue only, having no effect on the current status of the GPA statistics on the transcript.

3. **Adjust the student’s Program/Plan to reflect the level of coursework**

Allow students who are completing UG prerequisites (either for admission to a second UG program or for admission to a Grad degree program) to enroll in courses for a single term as an UG, non-degree student. If they have recently graduated with an UG degree, for example, they may continue for one semester in a non-degree program in the school from which they recently graduated. Those taking Grad prerequisite courses would continue to go through the Grad non-degree program.

**Student Fees**: Students will be assessed correct fees, based on their UG or Grad program.

**Grad School Income**: Grad School app fee income will decrease (by the number of students currently enrolled as Grad non-degree students taking only UG courses who would, under the new plan, be enrolled in an UG program).

**Transcript Statistics**: GPA statistics will be accumulated based on the program (level of coursework being taken).

Option #3 could be enforced in two ways:
- Schools should process potential degree recipients prior to priority registration for the next term. This will prevent term activation into that “soon-to-be completed” program. If that student wants to register for the upcoming term, they would see an advisor who could then take the correct action.
- Could set career pointers so that UG students could register ONLY in UG courses

Note that the Career Pointer could be overridden at appropriate times and the individual taking that action would just need to be aware of the loss of income which would result from that action.

For the students enrolled in both Grad and UG classes, while they could maintain two Program/Plan stacks on the Student Records side, that would cause problems for fee assessment per Student Financials. If there are issues with assessment, there will also be FA implications. As a result, the recommendation would be that this “mixed” group be enrolled and assessed as Grad CND students (36 affected for Fall 2004). To assure just treatment of this smaller number of students, we could investigate the possibility of having the GND Coordinator award fellowships to these students to offset the overcharge; this award would only be possible if the recommendation at the end of this proposal is adopted, as no funds currently exist to allow this adjustment.

Data from Fall 2004

<table>
<thead>
<tr>
<th>Total GCND9 students term activated for</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>IUNIA 4048</td>
<td>1737</td>
</tr>
<tr>
<td>Enrolled in both grad and ugrad courses</td>
<td>36</td>
</tr>
<tr>
<td>Enrolled in grad courses only</td>
<td>398</td>
</tr>
<tr>
<td>Enrolled in ugrad courses only</td>
<td>509</td>
</tr>
<tr>
<td>Not enrolled</td>
<td>794</td>
</tr>
</tbody>
</table>
Ramifications:
Lost income for Graduate School = 509 x $50 = $25,450
Would require increased advising at UG level as many students would be contacting their UG school/department.

Recommendation:
Proceed with Option #3. To offset loss of income to the Graduate School, a portion of the Graduate application fee from all graduate and professional students could be appropriated to the Graduate Office, to link income to the real work of the Office.