Minutes
- Approval of minutes
  - No corrections to the October minutes were noted.
- Development of website for minutes and other items
  - Mark Grove offered to oversee a website for posting of the APPC minutes. It was agreed that it would be beneficial to have a site that would provide access to past minutes. Caution was noted that the minutes would be available to a wide audience and that any material which should have a more limited distribution should not be included.

Announcements
- Any additions to the agenda?
  - Mark Grove asked to add some announcements (see below)

Items from the Chair
- Updates on Credit Transfer Issues
  - Intercampus transfer
    - (1) The UFC Educational Policies committee will present a revised policy and procedure to the UFC for adoption.
    - (2) See http://www.indiana.edu/~ufc/circulars/00-01/U5-2001.htm for the document (ed. note—the document was passed by the UFC on 11/14/00)
  - Transfer of credits from state supported institutions
    - (1) The ICHE committee is developing a method of collecting information on the transferability of the top enrolling courses at all state supported institutions.
    - (2) Four year degree institutions were asked to look at the AA/AS degrees being offered at CCI to determine the articulation with degrees at the four year institutions.
- Extended meeting today from 3-5 pm in CA 241—Joint meeting with Student Affairs Committee for presentation on SIS
- Policy on Captioning (to make videotapes, etc, useable by hearing impaired students) has been added as a future agenda item
- Change in meeting date
  - January 19 meeting cancelled
  - APPC will meet January 26 from 1-3 in CA 136

Announcements from Mark Grove
- Enrollment Services Consultant’s report
  - Mark Grove and Mike Donahue have been collecting comments from individuals on the consultant’s report
  - Revised recommendations are anticipated by December 1
- Review of NonAcademic Administrative Services for IUB and IUPUI
Review is looking at services such as Registrar, Bursar, Admissions, Financial Aid to determine if there are procedural or structural changes that can result in service improvements or cost savings.

- Any cost savings will remain on the campus and will be used to support academic initiatives
- Different models are being explored.
- (ed. note—A second open forum to discuss this topic with the consultants will be held on Wednesday, Dec 6 from 4 to 5:30 pm in Lecture Hall 102. This is an excellent opportunity to provide input.)

**Items from Dean Plater**

- Trustees acted positively on recommendations for new degrees
- APPC should look at Core 40 requirement for admission

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

- The AAC has recommended that the Faculty Council adopt the APPC generated amendment to the Grade Replacement Policy. The change was discussed at the November meeting and will voted on at the December meeting.

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

- Update on academic unit implementation of IUPUI Forgiveness Policy and Academic Bankruptcy Policy—*Mark Grove*
  - Information is still being gathered
- Update on collection of Probation and Dismissal Policies from each academic unit—*Mark Grove*
  - Information is still being gathered
- Use of administrative withdrawal as part of a learning contract—*John Kremer and Jeff Watt*
  - John Kremer reported on the use of the Structured Learning Assistance (SLA) section in conjunction with Psy B104. APPC had expressed concerns about the use of administrative withdrawal as a consequence of not attending the SLA meetings. The option was not used with students.
  - Jeff Watt reported that the analysis of the data collected in the introductory math courses indicates that attendance in the first weeks of the course is a predictor of successful completion of the course.
    - 70% of DWF students identified in first 3 weeks based on class attendance and completion of homework assignments
    - APPC supported the continuation of the use of administrative withdrawal as a component of the SLA while additional information is gather on the success of the approach.
- Faculty Disposition of a Case of Academic Misconduct (Reporting Form)—*Jeff Vessely*
  - The reporting form was revised based on discussion with the APPC subcommittee.
  - Additional recommendations were made.
  - The intent of the form is to provide the Dean of Students Office (UG students) or the Graduate School Office (grad students) of the actions taken on cases of academic misconduct. Academic units can use a school specific form if preferred with a copy sent to the appropriate office.
The reporting form will be distributed after changes are made based on the discussion. APPC will review the form in May to determine if additional revisions are recommended.

- Procedures for reviewing criminal activity disclosure—Mike Donahue
  - The revised document (11/7/00) was discussed.
  - Additional suggestions were made.
  - The revised document will be distributed to APPC members.

- Success of students transferring to IUPUI—Vic Borden
  - There was not sufficient time for the presentation on the success of students transferring to IUPUI. The powerpoint presentation was sent to the APPC list serve to provide individuals with the information. An update on the information may be presented in the spring.

**Unit Updates**

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<thead>
<tr>
<th>Admissions</th>
<th>Mark Donahue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrollment Center</td>
<td>Jennifer Pease</td>
</tr>
<tr>
<td>Bursar</td>
<td>Michael Cozmanoff</td>
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<tr>
<td>Registrar</td>
<td>Mark Grove</td>
</tr>
<tr>
<td>Student Life &amp; Diversity/Dean of Students</td>
<td>Jeff Vessely</td>
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<tr>
<td>Academic Units</td>
<td>Unit Representatives</td>
</tr>
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**New Business and Future Agenda Items**

- Contact hour rules/credit hour for web bases courses (at AAC for policy)
- Proposed assessment plan for writing across the curriculum—Sharon Hamilton
- Posting of evacuation route information in all campus buildings—Miriam Langsam
- Guidelines for development of new majors within existing degrees—Kim Manlove
- Policy on Captioning—Adaptive Educational Services
- Reflections on changes in role of APPC and what important conversations are not occurring with the suspension of CUL—March/April

Next Meeting is 12/8/00 from 1 to 3 pm

Attachments
MEMO

To: Members of APPC

From: Mike Donahue, Director of Admissions

Date: September 8, 2000
Revised Nov 7, 2000

Proposed procedures for review of cases involving disclosure of past criminal and disciplinary activity

As you remember we have been mandated by President Brand to ask freshmen applicants to IUPUI to inform us if they have a previous criminal history. In addition we were to ask transfer students if they have a previous criminal and/or disciplinary history. (See attachment a and b for statements in application packet and application)

We must now put review procedures in place.

Our office proposes the following:

When a prospective student provides a letter describing past criminal or disciplinary history, the Director of Admissions will review the letter and consult with the Bursar and the Registrar serving as a fact-finding committee. Within 5 working days, this fact-finding committee will decide that (a) the facts presented are not significant to cause further review and therefore there is no cause for concern or (b) the facts presented require review by a review committee. In either case, the Director of Admissions will notify the student of the review of the fact-finding committee.

In instances where this fact-finding committee determines a review is necessary, the Director of Admissions will notify the prospective student that the case is being referred to a review committee and the student may provide additional written information if he or she so desires.

The review committee shall consist of an Academic Department Chair, a senior member of the Student Affairs division, and a professional staff
member from Enrollment Services who is not a member of the Admissions Staff. If needed the Director of Admissions will obtain additional information from IUPD or the college/university Student Services offices where the student previously attended.

Within 14 working days the committee will have the authority to make one of the following admission decisions:

1. Deny admission
2. Grant Unconditional admission
3. Admit without privileges of living on campus
4. Grant conditional admission with stipulations restricting access to specific areas of the campus. This may include the freedom to attend specific events and activities or to join certain organizations on campus. These conditions could be applied for time periods ranging from one semester to until the student graduates.

In all instances where a student is admitted with such conditions, any violation of the campus disciplinary code after matriculation could lead to immediate disciplinary action including suspension and expulsion from IUPUI.

Should an applicant wish to appeal the decision of the review committee, he or she can file a formal appeal in writing to the Director of Admissions. This appeal must be filed within 10 calendar days of the mailing of the letter. When the appeal is submitted the Director will send the appeal and all documents to the Vice Chancellor for Student Life and Diversity (or designee), an IUPUI school associate dean for student services (the IUPUI school for which the student is a candidate for admission), and the IUPUI Registrar (or designee). Those members will review the case and make a final decision regarding the appeal. The Appeal Committee will send a letter of notification to the student of the final decision. Copies will be sent to the Director of Admissions.

The Registrar will keep a list of all students admitted by the Review Committee. This list will be available to the schools through their APPC representatives.

The Director of Admissions will prepare an annual report to be presented to APPC. The report will summarize the nature of the offenses.