

Academic Council Minutes

February 26, 2004

Present: Haffley, Green, Kintzele, T. Sehr, Cass, Pati, L. Henry, Roales, Giesecke, Bever, Anderson, Hakes, Aniskiewicz, Stroman

Guest: Hamilton, Hendrix

1. Sue Hendricks provided an update on issues about Human Subjects research. The main problem with committee procedures at IU Kokomo was record keeping. She distributed a handout with the interim process for requesting approval for human subjects research. It lists a website for information on IU and federal guidelines. The researcher must take and pass the test on the website to gain approval for any project involving human subjects.
2. Registration for Fall 04 will start March 22-25. Open registration will continue from March 26 through August 18. The schedule is available on line at the registrar's website. Appointment and test times for registration will be e-mailed to the students and will also be available on their one-start page by next week. The students must have a network ID or password to register. Students also need IU Kokomo e-mail accounts to receive communications from IU Kokomo. Stop-outs who do not have active network ID's will need to go to Computer Services Help Desk to renew or get ADS accounts. Students can register any time after their appointment time. KC222 will be staffed for the March 22-25 week from 9am to 4pm. There will be no automatic print-out of confirmation of schedule. Students can print their schedules from a computer lab or from home. Waitlist is now section by section. Students can not waitlist a group of sections with first available status. We now have the ability to enforce the pre-requisite and co-requisite courses during registration. Fees will be billed monthly starting in July and student can go on-line to check their charges. Graduate students will pay graduate fees for any course they take. We need to establish who will have the authority to override class limits, change service indicators and give class permission to enroll.
3. Hospitality - please plan ahead and estimate the amount of money that might be needed next year for hospitality costs. This will allow us to estimate the total call on foundation funds. Be prepared to report at your budget meeting.
4. Proposed agenda for future meetings indicated below. Other things will be added as needed.
 - a. March 11 - information literacy (Gail MacKay), budget presentations
 - b. March 23 - budget presentations
 - c. April 8 - NCA accreditation and RAP reports
 - d. April 22 - HRMS/SIS updates, new programs
 - e. May 6 - student life and academic program integration, strategic planning
 - f. May 20 - continuation of strategic planning discussion, initial discussion of goals for coming academic year.
5. No funds will be "rolled over" in budgets. Projects and travel that are planned or encumbered can be funded by year-end funds. If only planned, the funds must be requested before commitments are made.

– Let me add a comment on item #5, noting that I took this matter up with Bill Yost and Chancellor Person. Both of them agreed to join us at an upcoming meeting to discuss this issue further, perhaps at the April 8th meeting.