

Admissions and Academic Affairs Committee Annual Report AY 2004/05

Members of Committee:

Lora Baldwin (Library), Denise Bullock (BSS), Michele Curry (Nursing), Margaret Thomas Evans (HFA), Laverne Nishihara (HFA), Cheryl Stolle (Education), Markus Pomper (NSM), Chair.

Meetings:

August 16, 17, 31, Sept, 14, 28, October 13, 28, November 10, 30, December 7, 2004
January 10, 28, February 23, April 6, 28, June 2, 2005.

Charge for 2004-05

1. Finalizing the Admissions Policy.

The committee has a draft of the revised admissions policy. The policy is currently being polished and we hope to bring it to the Faculty Senate for a vote in October.

2. Student Code of Conduct.

The AAA committee will work on drafting the revised Student Code of Conduct. This work will be in collaboration with the UFC Student Affairs Committee. One of AAA's members will serve on this UFC committee and be our liaison. The purpose of revising the Code of Conduct is to make the code more contemporary and shorter.

3. Academic Forgiveness Policy.

The AAA committee is currently investigating whether IU East should offer academic forgiveness to certain groups of students. This type of policy would afford students who had previously done poorly at any IU campus, but who have not taken classes at IU for a certain period of time, a similar status as we afford to incoming transfer students.

4. Review accuracy of policies in Academic Handbook

The AAA committee will review those policies of the academic handbook that pertain to student or academic affairs. The committee will evaluate which policies are outdated, have fallen out of use, or have been replaced by newer policies. We will also identify those policies that need clarified and draft a replacement policy if needed.

5. Review the policy and procedure for handling grade appeals.

The current policy for grade appeals specifies a procedure how grade appeals are handled. It does not specify what constitutes a valid appeal, whether there is a time limit for appealing a grade. Further, a student appealing a grade is left with little guidance.

A similar review might be necessary for grade changes. Some instructors have changed F's into passing grades, after giving students the opportunity to make up missed work. AAA should investigate whether a review of the policy is needed.

Progress of Committee

Student Appeals of Suspension and Petitions for Reinstatement

The committee considered student's appeals of suspension and petitions for reinstatement in its meetings on August 16, 17, 31; December 7, January 10, April 28, and June 2. For Fall 2004, 33 students' petitions were considered. 31 were approved, and two were denied. For Spring 2005, the committee considered 33 appeals in its meetings on November 30, December 12, January 10. The committee approved 29 appeals and denied 4. For Fall 2005, the committee considered 9 appeals in its meetings on April 28 and June 2. Of these, 8 were approved and one was denied.

Grade Appeals and Related Petitions

The committee received one petition of a student to "erase" several grades from her transcript. This petition was discussed on April 28 and was denied.

Admissions Policy (Charge to Committee, Item 1)

The committee discussed and drafted a new admissions policy during its meetings on August 31, September 14, October 13, October 26 and November 10. The proposed policy was presented to the faculty senate for a first reading in November and was approved in December.

University-wide Admissions Policy

The committee considered a draft of the university-wide admissions policy (proposed by the UFC Educational Policies committee) in its meeting on April 6. The committee communicated a response to the UFC-EPC.

Grade Appeals Policy

The committee discussed and drafted a revision of the grade appeals process during its meetings on August 31, October 26 and November 10. This grade appeals policy was

presented to the Faculty Senate in December and passed.

Academic Forgiveness Policy (Charge to Committee, Item 3)

The committee discussed and drafted an academic forgiveness policy during its meetings on August 31 and September 28. The committee drafted a policy but was informed that SIS is currently not able to handle this policy. The committee decided to shelve the policy until it can be implemented. During the Spring 2005 semester, the committee reiterated its desire for this policy to the SIS implementation team and was assured that implementation would be made at some time. The committee reported on its decision in the February Faculty Senate meeting.

Student Code of Conduct (Charge to Committee, Item 2)

The committee considered the proposed revisions to the student code of conduct. These changes were proposed and discussed by the UFC Student Affairs Committee. Denise Bullock was a member of both AAA and the SAC and routinely informed AAA about the progress on the student code of conduct. The committee discussed the code of conduct on October 13, November 10, November 30, January 28 and February 23. The committee communicated several concerns to the UFC-SAC. During its February meeting, it drafted a resolution for the Faculty Senate urging the UFC-SAC to adapt specific language in the code of conduct. The resolution was discussed in the March and April Faculty Senate meetings; an amended version of the resolution was passed. The UFC-SAC chose to adapt the language AAA had originally proposed. The student code of conduct was passed by the UFC in its April meeting.

Review of Academic Handbook Policies (Charge to Committee, Item 4)

The chair of the committee reviewed the student related policies of the Academic Handbook and returned them with comments to the Faculty Affairs Committee.

Suggestions for charges to AAA during AY 2005/06

1. Consider Student Appeals of Suspension, Petitions for Reinstatement, and other Appeals, as needed.
2. Stay informed of implementations of SIS. Propose Academic Forgiveness policy when the system is available.
3. Draft the procedural guidelines for the Student Code of Conduct.
4. Stay informed about possible changes in university-wide admissions policy.
5. Consider whether Athletic Clubs at Indiana University East constitute Athletic Teams as described in the IU Academic Handbook.