

Academic Affairs Committee:

Members Present (X)

Jen Kazmiecyrak.		jenkazm@iu.edu
Susan Moore	X	sulmoore@iusb.edu
Shanon Oldenburg.	X	soldenbu@iusb.edu
Jamie Smith.	X	jms21@iusb.edu
Kathy Sullivan	X	sullivka@iusb.edu
Denise Henderson.	X	dhhender@iu.edu

September 2021 Agenda

1. Vote on a chair
2. Address GPA faculty concerns (Faculty: Betsy Lucal)
3. Faculty Concerns: Term Dates (Faculty: Keith Dawson)
4. Grade appeals (Administrator: Doug McMillen)
5. Set monthly meetings for the academic year.

TOPIC	OUTCOME
Vote on Chair/co-chairs	Co Chairs: Denise Henderson and Jamie Smith Elain Roth will assign a new member as well as the Registrar liason.
Faculty Concern: Guided Pathways Academy	Jamie, Susan, and / or Kathy will reach out to Betsy to gather more information. The committee will submit the following proposal to the Senate Executive Board for voting: Faculty teaching in the Guided Pathways Academy will have the authority to process administrate withdrawals until the end of classes each semester of the 2021-2022 academic year for students who have stopped coming to class, and / or who have stopped communicating to the faculty through email/ SER.
Keith Dawson: Term Dates	Committee agreed that additional information is needed prior to submitting a proposal to the Senate Executive Board. Denise invited Keith to the next committee meeting. October 4 th from 3:15-3:30, waiting for his response.
Doug McMillen: Grade Appeals	Committee agreed that additional information is needed prior to submitting a proposal to the Senate Executive Board. Denise invited Doug to the next committee meeting. October 4 th from 3:30 – 3:45, waiting for his response.
Set Monthly Meetings	First Monday of each month at 3:00: zoom link: https://iu.zoom.us/j/85704908960

#2 Faculty Concerns Details:

I'm writing as Director of our Guided Pathways Academy, IUSB's program for students who struggled in high school, graduating with a GPA below 2.5. This is our second year offering GPA.

You may remember from serving on this committee last year that we requested and were granted the ability to administratively withdraw these students through the end of classes for the semester. We are renewing that request this year and, frankly, would like to see it approved for the life of the GPA program rather than requesting it each semester.

The rationale I provided last year is included below. Financial aid verifications should not be as much of an issue this year because of changes to those procedures at the federal level (basically, they are requiring few students to do such verifications this year). Otherwise, the issues we face with these students remain the same.

Thanks for your committee's consideration and please let me know if you have any questions. Bl

(This message was originally composed and sent last fall after a meeting with members of the enrollment management team. Numbers referenced below are from the last academic year, but we have no reason to expect much of a difference in numbers this year.)

We (Cathy Buckman, Erin Brown, Keith Dawson, Lorie Williams, Linda Lucas and I) were discussing ways to minimize the academic and financial damage to students who don't attend their classes. In particular, we are concerned about Guided Pathways Academy students, though we don't think they're the only ones being affected.

We are hoping we might be able to make an exception to the administrative withdrawal policy that would allow us to initiate withdrawals in cases where students are not responding to our outreach. In other words, we are hoping that non-responsive students can be administratively withdrawn from their classes even though the deadline for doing so has long since passed.

It has become obvious that there are a number of GPA students (approximately 15 out of 70 students) who have fallen very far behind in one or more of their courses (often, but not always, in all of them). In many cases, this pattern of behavior (not completing work for the class) was starting to be evidenced during the first month of classes. However, because they were new and at-risk students, we hoped they would get up to speed and complete the course after getting a slow start. But this hope was not realized.

In some cases, these students are not attending class, haven't attended class since the beginning of the semester and are not completing the work. They are also not responding to our outreach, which means that we cannot advise them to withdraw from their courses. We would like to be able to administratively withdraw these students.

In other cases, students are attending class, but not completing work. This complicates matters because it means that SER will not provide a date of last attendance that can be used to backdate a withdrawal. And, while they are attending classes, they, too, may not be responding to our outreach. Of course, attending class but not completing the work is going to result in Fs unless the student gets their act together quickly. While administrative withdrawal might not be an option for these students, this is another problematic pattern of behavior we're running into that is going to compromise their future attendance at IUSB.

We also have students who, because of the slow financial aid verification process, have been unable to do the work for a class. That is, because their financial aid took so long to get disbursed (or even still hasn't been disbursed), they were unable to purchase the book for a class and therefore unable to do the work for that class. Students new to IU who didn't know they could use their Crimson Card to get around the slow disbursement process didn't make that decision soon enough in some cases to avoid the September late fees on their unpaid Bursar bills. As soon as those bills became past due, they could no longer use their Crimson Card to access financial aid funds, leaving them with no way to purchase class materials. Again, administrative withdrawal may not be the answer here, but it is another obstacle these students are facing.

We know that there is only so much we can do to help minimize academic and financial damage to students. For financial aid in particular, federal and state laws often determine what we can do to help. But a W does give students grounds for Bursar appeals as appropriate, so an exception to the Admin Withdrawal policy may help them at least to some extent.

Would it be possible to grant an exception for the GPA students? We know that a longer-term solution to these challenges is also needed. And we know that a policy specifically for students in these sorts of programs may also be needed. [I would be happy to discuss both of those items with you in the future.](#) But, in the short run, granting an exception to the Admin W policy for GPA students would allow us to help some of them out of difficult situations.

#3 Background Information:

Would it be possible for me to join the AAC meeting at it's first in-person meeting? I would like to discuss the summer calendar. Recently, the UFC changed the amount of time an instructor can get their grades in, going from 2 days to 4 days. The regular term dates should not be a problem since we had already padded those dates with weekend dates (which we will now count); however, since summer ends so close to the start of fall, I would like to propose a change to the end of the term, specifically to summer session2 and the full term.

If it's possible to meet, please let me know. Terri Langel is our official person on the committee from the registrar's office, but I usually come along as well since this committee works so closely with our office.

#4 Grade Appeal – Background Information

I would like to be invited to one of its first two meetings of the Committee to discuss the Grade Appeal Process. I would need less than 15 minutes.