

# UNIVERSITY SENATE AGENDA

## EBERLY AUDITORIUM

April 30, 2024

3:45 – 5:00 p.m.

### **Approval of Order**

- A. Approval of minutes from April 2, 2024 meeting
- B. Approval of current agenda items and order

### **Reports and Announcements**

**Appendix**

**Page(s)**

- A. President Driscoll
- B. Provost Luetkehans
- C. Chairperson Seal
- D. Vice Chairperson Becker-George

### **Standing Committee Reports**

#### **Chairperson**

- |                                                       |               |   |       |
|-------------------------------------------------------|---------------|---|-------|
| A. Rules Committee                                    | Decker        |   |       |
| B. University-Wide Undergraduate Curriculum Committee | Sechrist      |   |       |
| C. University-Wide Graduate Committee                 | Moore/Gossett | A | 2-11  |
| D. Student Affairs Committee                          | Benjamin      | B | 12-13 |
| E. University Development and Finance Committee       | McDaniel      |   |       |
| F. Academic Committee                                 | Dugan         | C | 14-17 |
| G. Awards Committee                                   | Paul          |   |       |
| H. Noncredit Committee                                | O'Neil        | D | 18    |
| I. Library and Education Services Committee           | Chadwick      |   |       |
| J. Research Committee                                 | Sciulli       | E | 19    |

### **Senate Representative Reports**

#### **Representative**

- |                                                 |        |   |       |
|-------------------------------------------------|--------|---|-------|
| A. University Planning Council                  | Moore  |   |       |
| B. Presidential Athletic Advisory Council       | Castle | F | 20-21 |
| C. Academic Computing Policy Advisory Committee |        |   |       |
| D. University Budget Advisory Committee         | Soni   |   |       |

### **New Business**

**Appendix A**  
**University-Wide Graduate Committee**  
**Chair Moore**

**FOR ACTION:**

**RATIONALE FOR PROPOSED REVISIONS:**

The following graduate policy changes are due to the restructuring of the Academic Affairs division. The School of Graduate Studies and Research has been dismantled and will become the Office of Graduate Education and Academic Planning; therefore, the change needs to be reflected in the graduate policies.

**CURRENT POLICY:**

**Academic Good Standing**

IUP master's students must maintain a minimum of 3.0 ("B") cumulative graduate quality point average to be in good standing academically. This policy remains the same for students pursuing a graduate degree at the doctoral level, except the required minimum grade point average is between 3.0 and 3.5, depending upon the program.

Students who fall below good standing are placed on probation for their next active term, during which the cumulative average must be raised to 3.0. Students who fail to raise their cumulative averages to at least 3.0 during their probation period will be dropped from their degree program as well as from the School of Graduate Studies and Research and will not be permitted to register for further courses. A student must be in good standing to be admitted to degree candidacy and to graduate.

Graduate students earning final grades of "F" and a 0.00 CGPA at the end of their first semester of enrollment will be dismissed from the University, except for graduate students enrolled in only one course (up to 4 credits), who may be placed on probation at the discretion of the SGSR Academic Standards officer.

**PROPOSED POLICY REVISION:**

**Academic Good Standing**

IUP master's students must maintain a minimum of 3.0 ("B") cumulative graduate quality point average to be in good standing **academically**. This policy remains the same for students pursuing a graduate degree at the doctoral level, except **if** the required minimum grade point average is between 3.0 and 3.5, depending upon the program.

Students who fall below good standing are placed on probation for their next active term, during which the cumulative average must be raised to **the minimum program requirement of 3.0 and 3.5**. Students who fail to

raise their cumulative averages to ~~at least 3.0~~ the program minimum during their probation period will be dropped from their degree program, ~~as well as from the School of Graduate Studies and Research~~ and will not be permitted to register for ~~further future~~ courses. A student must be in good standing to be admitted to degree candidacy and to graduate.

Graduate students ~~enrolled in more than one course~~ earning final grades of ~~“F” and F or N~~ and a 0.00 CGPA at the end of their first semester of enrollment will be dismissed from the University, ~~except for Graduate~~ students enrolled in only one course (up to 4 credits), ~~who~~ may be placed on probation at the discretion of the ~~SGSR Academic Standards officer~~ college dean or their designee.

## **CURRENT POLICY:**

### **Comprehensive/Candidacy Examinations**

This examination is given, usually upon the candidate's completion of course work, to determine the student's progress in the degree field and fields related to it and the student's likelihood of success in his/her research-dissertation phase. The examination may be written, oral, or both and is not necessarily limited to areas in which the candidate has taken course work. In addition to having written procedures for taking the comprehensive exam, departments must also have written procedures regarding providing feedback for comprehensive exams.

### **Program Level Examination Appeals**

Appeals for Program Level Exams such as, candidacy, comprehensive, or qualifying examinations, are made to the dean of School of Graduate Studies and Research (SGSR) based on policy and/or procedural violations. The appeal can be based only on policy and/or procedural violations; and not simply on the outcome of the examination. Procedural violations would be cases in which the program/department failed to follow program/department and/or University policies and/or procedures relating to the Education and/or evaluation of the exam.

The appeal must be made in writing to the dean of the School of Graduate Studies and Research. Documentation of the policy(ies)/procedures in question must be provided, along with a detailed description of the alleged violation(s). All evidence supporting the alleged violation should also be provided. The student must submit the written appeal to the dean of the SGSR within 30 days of receipt of the outcome of the examination.

Upon receipt of the written appeal to the dean of SGSR, the dean will conduct an investigation of the allegation, review the documentation and render a final decision which completes the appeal process. The final decision rendered by the dean of the SGSR may not be appealed.

If it is found that policy/and/or procedure has been violated, the dean of the SGSR will instruct the program/department to allow the student to retake the exam, fully adhering to policy and procedures. In the

event of a finding in support of the student allegation, the reexamination may not be counted as one of the attempts permitted under the University or Department's Reexamination Policy.

### **Reexamination Policy**

No student is permitted a "third" examination without a recommendation to that effect from the degree program's sponsoring department per their adopted written procedures and the approval of the School of Graduate Studies and Research dean (or designee). Exceptions to this policy for programs can be made only with the approval of the School of Graduate Studies and Research.

In the event a student does not successfully complete the comprehensive re-examination according to program requirements and the failure results in program dismissal, the program must notify the School of Graduate Studies and Research (SGSR) of the dismissal in writing. The SGSR will send an official notification of the dismissal to the student.

### **PROPOSED POLICY REVISION:**

#### **Comprehensive/Candidacy Examinations**

This examination is given, usually upon the candidate's completion of course work, to determine the student's progress in the degree field and fields related to it and the student's likelihood of success in his/her research-dissertation phase. The examination may be written, oral, or both and is not necessarily limited to areas in which the candidate has taken course work. In addition to having written procedures for taking the comprehensive exam, departments must also have written procedures regarding providing feedback for comprehensive exams.

#### **Program Level Examination Appeals**

Appeals for Program Level Exams such as, candidacy, comprehensive, **qualifying portfolio**, or qualifying examinations, are made to the ~~dean of School of Graduate Studies and Research (SGSR)~~ **Assistant/Associate Provost of the Office of Graduate Education and Academic Planning** based on policy and/or procedural violations. The appeal can be based only on policy and/or procedural violations, and not simply on the outcome of the examination. Procedural violations would be cases in which the program/department failed to follow program/department and/or University policies and/or procedures relating to the Education and/or evaluation of the exam.

The appeal must be made in writing to the ~~dean of the School of Graduate Studies and Research~~ **Assistant/Associate Provost of the Office of Graduate Education and Academic Planning**. Documentation of the policy(ies)/procedures in question must be provided, along with a detailed description of the alleged violation(s). All evidence supporting the alleged violation should also be provided. The student must submit the written

appeal to the ~~dean of the SGSR~~ Assistant/Associate Provost of the Office of Graduate Education and Academic Planning within 30 days of receipt of the outcome of the examination.

Upon receipt of the written appeal, ~~to the dean of SGSR, the dean~~ Assistant/Associate Provost of the Office of Graduate Education and Academic Planning will ~~conduct an investigation of~~ investigate the allegation, review the documentation and render a final decision which completes the appeal process. The final decision rendered by the ~~dean of the SGSR~~ Assistant/Associate Provost of the Office of Graduate Education and Academic Planning may not be appealed.

If it is found that policy/and/or procedure has been violated, the ~~dean of the SGSR~~ Assistant/Associate Provost of the Office of Graduate Education and Academic Planning will instruct the program/department to allow the student to retake the exam, fully adhering to policy and procedures. In the event of a finding in support of the student allegation, the reexamination may not be counted as one of the attempts permitted under the University or Department's Reexamination Policy.

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In the event a student does not successfully complete the comprehensive re-examination according to program requirements and the failure results in program dismissal, the program must notify the ~~School of Graduate Studies and Research (SGSR)~~ Office of Graduate Education and Academic Planning of the dismissal in writing. The ~~SGSR~~ Office of Graduate Education and Academic Planning will send an official notification of the dismissal to the student.

### **CURRENT POLICY:**

#### **Course Auditing**

Course auditing is not permitted in a graduate course unless the student has been admitted to the School of Graduate Studies and Research, has received permission to audit from the course's instructor, and has been approved for course enrollment by the dean of the School of Graduate Studies and Research.

Students must pay normal tuition and related fees. Students who audit courses will participate in class discussions, do practicum work, take examinations, and share generally in the privileges of a non-auditing class

member. If the student completes all course requirements, an “audit” notation is posted to the student’s academic record. Audited courses may not be included in the number of credits required for a student to complete a program of study.

## **PROPOSED REVISED POLICY:**

### **Course Auditing**

Course auditing is not permitted in a graduate course unless the student has been admitted to the School of Graduate Studies and Research, has received permission to audit from the course’s instructor, and has been approved for course enrollment by the ~~dean of the School of Graduate Studies and Research~~ college dean or their designee.

Students must pay normal tuition and related fees. Students who audit courses will participate in class discussions, do practicum work, take examinations, and share generally in the privileges of a non-auditing class member. If the student completes all course requirements, an “audit” notation is posted to the student’s academic record. Audited courses may not be included in the number of credits required for a student to complete a program of study.

## **CURRENT POLICY:**

### **Course Deactivation Policy**

Graduate courses that have not been taught within the past six (6) years will be automatically deactivated. They will still be officially approved courses, but not appear in the Graduate Catalog. The SGSR will notify programs of courses that have not been taught in five (5) years that they have one year to teach the class before automatic deactivation. This will help alleviate the “false advertising” issue and reduce the number of current students who feel misled by this.

The policy will be phased in by alerting all programs that have courses not taught in five or more years that they have one year to teach the class before automatic deactivation. Note: Please see [Course Deletion Policy](#) .

## **PROPOSED POLICY REVISION:**

### **Course Deactivation Policy**

Graduate courses that have not been taught within the past six (6) years will be automatically deactivated. They will still be officially approved courses, but not appear in the Graduate Catalog. The ~~SGSR~~ **Office of Graduate Education and Academic Planning** will notify programs of courses that have not been taught in five (5) years that they have one year to teach the class before automatic deactivation. This will help alleviate the “false advertising” issue and reduce the number of current students who feel misled by this.

The policy will be phased in by alerting all programs that have courses not taught in five or more years that they have one year to teach the class before automatic deactivation. Note: Please see [Course Deletion Policy](#) .

## **CURRENT POLICY:**

### **Course Overlap in Degree Programs**

With departmental and School of Graduate Studies and Research approval, a student may use the same course to count in two different IUP graduate degree programs, if the course meets the published graduation requirements in both programs.

However, the number of overlap credits counted toward a second graduate degree will be limited to a maximum of one third (1/3) of the credits, if department approved, in the second graduate degree program. Should credits be requested for use in a second degree program, they will be treated as transfer credits and will therefore count toward the one third (1/3) credit maximum permitted by the Transfer Credit Policy.

In order to receive the doctorate as a second degree, doctoral students using credits earned in a previous IUP graduate degree program must meet the minimum doctoral degree credit requirement of 60 graduate credits earned beyond the bachelor's degree, exclusive of dissertation credits and course overlap credits.

## **PROPOSED POLICY CHANGE:**

### **Course Overlap in Degree Programs**

With departmental ~~and School of Graduate Studies and Research~~ approval, a student may use the same course to count in two different IUP graduate degree programs, if the course meets the published graduation requirements in both programs.

However, the number of overlap credits counted toward a second graduate degree will be limited to a maximum of one third (1/3) of the credits, if department approved, in the second graduate degree program. Should credits be requested for use in a second degree program, they will be treated as transfer credits and will therefore count toward the one third (1/3) credit maximum permitted by the Transfer Credit Policy.

In order to receive the doctorate as a second degree, doctoral students using credits earned in a previous IUP graduate degree program must meet the minimum doctoral degree credit requirement of 60 graduate credits earned beyond the bachelor's degree, exclusive of dissertation credits and course overlap credits.

## **CURRENT POLICY:**

### **Degree Candidacy**

Each student admitted to a masters or doctoral program must receive degree candidacy after completing no less than nine to no more than eighteen credits, as specified by the program(s). Some departments have additional requirements for degree candidacy. Students must consult the program coordinator and the program handbook for a listing of these requirements. The student's minimum grade point average for degree candidacy may be set higher than an overall 3.0 by a program; however, it cannot be set lower than the overall 3.0 grade point average per requirement of the School of Graduate Studies and Research.

## **PROPOSED POLICY CHANGE:**

### **Degree Candidacy**

Each student admitted to a **master's** or doctoral program must receive degree candidacy after completing no less than nine to no more than eighteen credits, as specified by **their** program(s). Some departments have additional requirements for degree candidacy. Students must consult the program coordinator and the program handbook for a listing of these requirements. The student's minimum grade point average for degree candidacy may be set higher than ~~an~~ **the overall 3.0 minimum program required GPA** by a program; however, it cannot be set lower than the overall 3.0 grade point average per requirement of the ~~School of Graduate Studies and Research~~ **Office of Graduate Education and Academic Planning**.

## **CURRENT POLICY:**

### **Leave of Absence Policy**

The School of Graduate Studies and Research has developed a policy to allow graduate students to request time off from their academic studies for necessary medical care for a physical or emotional/psychological illness, to care for a family member, or bereavement for a spouse or child.

### **Policy**

Students who find it necessary to take a temporary break in their academic studies for a documented medical reason or need to provide care for a family member can request a Medical Leave of Absence (MLOA) or Family Leave of Absence (FLOA) through their Program Coordinator. The student must provide appropriate documentation in either case. Once a student receives approval for the leave of absence from the School of Graduate Studies and Research (SGSR), their time-to-degree will be suspended until they return to their program. Leaves of absence can be granted for up to one year at a time. If additional time is needed, it must be requested prior to the end of the approved leave.

Graduate students are not required to register for courses or extended thesis or dissertation credits during the established period of the leave of absence. All current university policies will be enforced regarding university total withdrawal as it concerns tuition and fee billing, financial aid, etc. Retroactive leave requests are not allowed and will not be considered.

### **Medical Leave of Absence**

A Medical Leave of Absence (MLOA) allows a graduate student to request time off or withdraw from all courses in which they are currently enrolled in order to receive necessary medical care for a physical or emotional/psychological illness. Supporting medical documentation is required from a medical or mental health provider, indicating the anticipated amount of time off and date of return. This information should be provided to the Assistant/Associate Dean for Administration in the SGSR.

### **Family Leave of Absence**



Family Leave of Absence (FLOA) allows a graduate student to request time off or withdraw from all courses in which they are currently enrolled in order to provide care and support for a family member. Supporting documentation is required from the family member's care provider, indicating the anticipated amount of time off and date of return. In the case of the bereavement time for a spouse or child, documentation that verifies the death (e.g., a funeral program, death notice, obituary, etc.) and the nature of the student's relationship to the deceased will be required. This information should be provided to the Assistant/Associate Dean for Administration in the SGSR.

### **Process to request a leave of absence**

Graduate students needing to request a medical or family leave of absence must do so through their Program Coordinator. The student must communicate with the Program Coordinator the anticipated amount of time off and return. The Program Coordinator must notify the Assistant/Associate Dean for Administration in the School of Graduate Studies and Research in writing that the student is requesting a leave of absence, including the anticipated period of time away from their studies.

### **PROPOSED POLICY REVISION:**

#### **Leave of Absence Policy**

~~The School of Graduate Studies and Research has developed a policy to allow graduate students to~~

~~Graduate students can~~ request time off from their academic studies for necessary medical care for a physical or emotional/psychological illness, to care for a family member, ~~or bereavement for a spouse or child~~ an immediate family member, or other reason supported by official documentation and approved by the Assistant/Associate Provost of Graduate Education and Academic Planning.

#### **Policy**

Students who find it necessary to take a temporary break in their academic studies for a documented ~~medical~~ reason ~~or need to provide care for a family member~~ can request a ~~Medical Leave of Absence (MLOA) or Family Leave of Absence (FLOA)~~ Leave of Absence by petition through their Program Coordinator. The student must provide appropriate documentation ~~in either case to accompany the request~~. Once a student receives approval for the leave of absence from the ~~School of Graduate Studies and Research (SGSR)~~ Assistant/Associate Provost of Graduate Education and Academic Planning, their time-to-degree will be suspended until they return to their program. Leaves of absence can be granted for up to one year at a time. If additional time is needed, it must be requested prior to the end of the approved leave. ~~Please note, the student is responsible for notifying the School of Graduate Studies and Research~~ the Office of Graduate Education and Academic Planning prior to the expiration of their leave if they plan to return or extend their leave. Failure to do so will result in the hold on their time-to-degree limit being lifted and resumed.

Graduate students are not required to register for courses, **thesis/dissertation credit**, or extended thesis ~~or~~ /dissertation credits during the established period of the leave of absence. All current university policies will be enforced regarding university total withdrawal as it **concerns relates to** tuition and fee billing, financial aid, etc. Retroactive leave requests are not allowed and will not be considered.

### **Medical Leave of Absence**

A Medical Leave of Absence (MLOA) allows a graduate student to request time off **and/or** withdraw from all courses in which they are currently enrolled in order to receive necessary medical care for a physical or emotional/psychological illness. Supporting medical documentation is required from a medical or mental health provider, indicating the anticipated amount of time off and date of return. This information should be provided to the **Assistant/Associate Provost of Graduate Education and Academic Planning. ~~Dean for Administration in the SGSR.~~**

### **Family Leave of Absence**

Family Leave of Absence (FLOA) allows a graduate student to request time off **and/or** withdraw from all courses in which they are currently enrolled in order to provide care and support for a family member. Supporting documentation is required from the family member's care provider, indicating the anticipated amount of time off and date of return. In the case of the bereavement time for a spouse or child, documentation that verifies the death (e.g., a funeral program, death notice, obituary, etc.) and the nature of the student's relationship to the deceased will be required. This information should be provided to the **Assistant/Associate Provost of Graduate Education and Academic Planning. ~~Dean for Administration in the SGSR.~~**

### **Other types of leaves of absence**

A graduate student can request time off **and/or** withdraw from all courses in which they are currently enrolled for a reason accompanied by official documentation and approved by the Graduate Coordinator and the Assistant/Associate Provost for Graduate Education and Academic Planning.

### **Process to request a leave of absence**

Graduate students needing to request a ~~medical or family~~ leave of absence must do so through their Program Coordinator. The student must communicate with the Program Coordinator the **reason for the request, the** anticipated amount of time off, and **the plan for** return. The Program Coordinator must notify the ~~Assistant/Associate Dean for Administration in the School of Graduate Studies and Research~~ Office of the Assistant/Associate Provost of Graduate Education and Academic Planning in writing that the student is requesting a leave of absence, including the anticipated period of time away from their studies, **and that they** support the leave request. **Once the leave request and accompanying documentation are received and reviewed by the Assistant/Associate Provost of Graduate Education and Academic Planning, the student will receive official notification of the decision from the Office of Graduate Education and Academic Planning.**

The student is responsible for notifying the ~~School of Graduate Studies and Research~~ the Office of Graduate Education and Academic Planning prior to the expiration of their leave if they plan to return or extend their leave and for how long. Updated medical documentation from the care provider is required. Failure to notify the Office of Graduate Education and Academic Planning after the expiration of the anticipated return date will result in the hold on the student's time-to-degree limit being lifted and resumed.

**Implementation:** All policies will be effective for the 2024/2025 academic year

**Appendix B**  
**Senate Committee on Student Affairs**  
**Chair Benjamin**

**FOR INFORMATION:**

**Meeting Minutes for April 9, 2024**

**Committee members present:** Mimi Benjamin, Koga Chilume, Regan Colatta-Rigney, Avery Gretz, Abigail Hancox, Sophia Simpson, Laura Krulikowski, Summer MacPherson, Jess Baum Mehus, Ava Moriarity, Jeremy Risinger, Tom Segar, Russell Stocker, and Leo Yan.

**Student Government Association**

- *Abby Hancox, Student Government Association President*
- SGA & GSA co-hosted the long-range facilities master plan open forum for students and had good attendance.
- Hosted a successful Chat with the Deans. This event will continue each semester.
- Voting is currently underway for 2024-2025 executive board positions. Students can vote via Crimson Connect.
- Hands on CPR/AED training will be offered on Thursday, April 18 at 7:00 PM. Pre-registration is required:  
[https://docs.google.com/forms/d/e/1FAIpQLSf\\_1LGs6CjNZuGgK8iTpyJuiuNdrUJlLjAOjMjUyz466cfew/viewform](https://docs.google.com/forms/d/e/1FAIpQLSf_1LGs6CjNZuGgK8iTpyJuiuNdrUJlLjAOjMjUyz466cfew/viewform)

**Graduate Student Assembly Remarks**

- *Koga Chilume, Graduate Student Assembly President*
- Dr. Creely attended the GSA meeting last week to discuss future changes.
- Elections for the new executive board are open until April 19.

**Vice President for Student Affairs' Remarks**

- *Dr. Thomas Segar, Vice President for Student Affairs*
- Kudos to IT, Undergraduate Admissions, and Financial Aid for working through FAFSA changes. Working to get financial aid offers out mid-April. Students receiving IUP aid have already received notice.
- Hosted the first orientation session with the Experience IUP program last weekend (April 6).
- Upcoming Events
  - Excellence in Progress Conference, April 20, 9:00 AM-2:00 PM
  - De-Stress Fest, May 6 1:00-4:00 PM
  - Late Night Pancakes, May 6 10:30 PM-Midnight

## New Business

- Guest: Dr. Roger Briscoe II, Executive Director of Student Inclusion
  - Looking forward to the Excellence in Progress Conference and hoping to make it as fruitful as possible.
  - Focusing on non-residential affinity groups (graduate students, commuters, etc.).
    - Conducting outreach in August to encourage community building and connect them to resources.
  - Beginning a podcast to recognize monthly heritage groups and bring light to/highlight their stories.
    - 10-15 minutes
    - Focusing on their experience with academics right now, what led them to IUP/the United States, relevant topics.
  - MCSLE Trivia (find it on Instagram @iup\_mcsle)
    - Quick trivia challenges to highlight campus leaders (student/staff) and the events occurring on campus.
    - Surveying students seeking feedback and their opinions.
  - Provides leadership for the Crimson Scholars Circle, UBORA Men of IUP, the Folger Student Center, the IUP Food Pantry, the Frederick Douglas Institute Scholars, Diversity Peer Educators, Six O’Clock Series.
- SCOSA Article Discussions from 2023-2024 -- What are some things that have stuck with you from this semester?
  - Continued FAFSA issues.
  - Orientation and Welcome Week experiences.
  - Creating a culture of caring on campus.
  - Remembering to collaborate with others on campus.

## Forthcoming Business (Suggested *items of business to be addressed in 2023-2024*)

- Future changes to SCOSA to fulfill our mission to review policies that impact our students. We will create a schedule to review policies.
- Meetings in the future will return to face-to-face to allow for better review and adaptation of Community Standards policies.

**Appendix C  
Academic Committee  
Chair Dugan**

**FOR ACTION:**

**1) Re-enrollment/Readmission Policy**

**CURRENT**

**Re-enrollment/Readmission Policy (approved 4.5.2022)**

**1. For Students in Academic Good Standing**

- a. Previously matriculated undergraduate students who have registered for classes in at least one of the two previous regular academic semesters can re-enroll for courses by contacting their department for advising and an alternate PIN number.
- b. Undergraduate students who have withdrawn from the university voluntarily or who have not been enrolled in the previous two or more regular academic semesters must submit an online application for re-enrollment. Applications may be submitted up to one week prior to the start of the semester for which the student wishes to return. After processing the application, the student will be sent information regarding registration.

**2. For Students Not in Academic Good Standing**

Students not in academic good standing (regardless of whether the student was dismissed by the university or voluntarily withdrew) must submit an online application for re-enrollment consideration. Applications may be submitted up to two weeks prior to the start of the semester for which the student wishes to return. An Academic Standards Officer will review the application and make a decision on the student's eligibility to return. If approved, the student will be sent information regarding registration.

If the student is seeking admission to a new college, the Academic Standards Officer of the new college will consult the Academic Standards Officer of the former college before making a decision.

**3. For Students Who Have Been Involuntarily Withdrawn from the University**

Please see IUP's Involuntary Withdrawal Policy and its readmission process for information.

**4. Additional Information**

- a. To return to the university, log into MyIUP and select “Academics.” You will find “Apply for Re-enrollment to IUP” in the “Academic Record” portlet. Complete and submit the form. If you do not have a MyIUP account, claim your account to get MyIUP access. For more information on IUP’s re-enrollment/readmission procedures, please access the Registrar’s website at: [www.iup.edu/registrar/policies/readmission-procedures/](http://www.iup.edu/registrar/policies/readmission-procedures/)
- b. Separate from the re-enrollment/readmission process, a returning student may be required to address outstanding holds of any kind before being allowed to register for classes.
- c. Some programs may have enrollment restrictions that affect re-entry. Check with the dean’s office of the college housing the major.
- d. Applications for students seeking to change their major will be forwarded to the Academic Standards Officer of the college of the requested major. A change of major request will be initiated on the student’s behalf. If approved, the Office of the Registrar will officially change the major while reactivating the student account for registration.
- e. Students who want to be considered for financial aid must complete the Free Application for Federal Student Aid (FAFSA) to determine their financial aid eligibility. Eligibility will be based on financial need, as determined by the FAFSA, and on prior academic record.
- f. Returning students who have not been enrolled for two years or more may petition their college dean for application of the Cancelled Semester Policy, which provides for cancellation from the cumulative record of the effects of one semester below a GPA of 2.0. Students who have been separated from the university for two consecutive calendar years may petition their college dean to return under the Fresh Start Policy. Students must pay fees and attend classes before a designated semester will be cancelled or the Fresh Start Policy will take effect. Details regarding these policies can also be found in the Academic Policies section in the Undergraduate Catalog.
- g. A student whose education is interrupted by two or more calendar years will be governed by the requirements in effect at the time of re-enrollment to the university. The re-enrollment may carry specific requirements/substitutions necessary to provide for program integrity.
- h. The applicability of course work completed more than 10 years before the degree date is subject to review by the dean or designee for evaluation on a course-by-course basis.

**REVISED**

## Re-enrollment/Readmission Policy

### 1. For Students in Academic Good Standing

- a. Previously enrolled undergraduate students who have registered for classes in at least one of the two previous regular academic semesters can re-enroll for courses by contacting their department for advising and an alternate PIN number.
- b. Undergraduate students who have withdrawn from the university voluntarily or who have not been enrolled in the previous two or more regular academic semesters must submit an online application for re-enrollment. Applications may be submitted up to one week prior to the start of the semester for which the student wishes to return. After processing the application, the student will be sent information regarding registration.
- c. Applications for students seeking to change their major will be forwarded to the Academic Standards Officer of the college of the requested major. A change of major request will be initiated on the student's behalf. If approved, the Office of the Registrar will officially change the major while reactivating the student account for registration.

### 2. For Students Not in Academic Good Standing

Students not in academic good standing (regardless of whether the student was dismissed by the university or voluntarily withdrew) must submit an online application for re-enrollment consideration. Applications may be submitted up to two weeks prior to the start of the semester for which the student wishes to return. An Academic Standards Officer will review the application and make a decision on the student's eligibility to return. If approved, the student will be sent information regarding registration.

Other policies that may impact re-enrollment include Canceled Semester, Fresh Start, IUP Student Billing Financial Terms and Conditions, program enrollment restrictions, and Undergraduate Catalog Applicability Time Frame.

### 3. For Students Who Have Been Involuntarily Withdrawn from the University

Please see IUP's Involuntary Withdrawal Policy and its readmission process for information.

## RATIONALE

This policy was reviewed for accuracy and areas that were more process than policy were updated and changed. References that are already contained in other policies were removed.



## **2) Placement Policy**

### **CURRENT POLICY**

#### **Placement Testing (2015)**

Entering students are required to complete placement tests before course registration. Based on their placement results, students may be required by departments to take one or more additional courses in preparation for their courses. These courses may be in addition to course prerequisites and the minimum requirements for the students' program of study. Students who have prepared as directed, taken testing seriously, and still believe their test scores do not accurately reflect their abilities should appeal their placement by contacting the [Office of New Student Orientation](#).

### **REVISIED POLICY**

#### **Placement Testing**

Entering students, and students changing majors, may be required to complete placement tests before course registration. Based on their placement results, students may be required by departments to take one or more prerequisite courses. These courses may be in addition to the minimum requirements for the students' program of study.

#### **Rationale**

Cyclic review – revised to indicate current practices.

**Appendix D  
Noncredit Committee  
Senator O'Neil**

**FOR INFORMATION:**

**IUP Academy of Culinary Arts**

**Meeting via zoom:** Monday, April 1, 2024

**Attendance:** Chair: Tess O'Neil, Members: Lynn Pike, Rich Muth, Joshua Castle and Thomas Barnes

**Judging competitions**

Chefs have been taking part in judging opportunities with Pennsylvania Pro-Start, as well as other Pro-start competitions in the surrounding states. The Chef's visited West Virginia, New York, Ohio, and Pennsylvania. Chef's Nutter and Reed will be participating as judges, in the National ProStart finals held in Washington DC in May.

**Professional Development**

In March we welcomed Family and Consumer Science teachers from around the state and Vo-Tech instructors for a professional development day. Chef Reed ran this year's seminar with the help of student volunteers and Chef Barnes.

**Curriculum Updates**

The Culinary faculty have been working towards rewriting our current curriculum to be a two-year associate degree program. We feel it is the best move forward for our future students. This would shift our program from a clock-hour based program to credit-bearing.

**Student Externships**

The Employment Strategies class ended on March 22<sup>nd</sup>, where we had visiting sites come to interview our students for potential externships. This year we had 13 properties attend to present to the students in person and via Zoom. We have also had many students interviewing with properties that were not able to make it for presentations. Offers are currently being issued and being accepted by the students.

**Appendix E  
Research Committee  
Chair Sciulli**

**FOR INFORMATION:**

**Meeting Minutes – April 9, 2024**

Members Present: Lorraine Guth, Lisa Sciulli, Todd Van Wieren, Valerie Gunter, Andrada Maicaneanu

There were 12 small grants proposals and the decision was made to fund 11 proposals totaling \$28,262.65.

- Julie Ankrum
- Jill Brady
- Ivan Fortushniak
- Lorraine Guth
- Richard Kemp
- Megan Knoch
- Robert Major
- Lisa Newell
- Andrea Palmiotto
- Ronald See
- Zachary Stiegler

**Meeting Minutes – March 19, 2024**

Members Present: Lorraine Guth, Lisa Sciulli, Todd Van Wieren, Valerie Gunter, Andrada Maicaneanu, Bethany Jackson

There were 11 small grants proposals and the decision was made to fund 7 proposals totaling \$10,573.

- David Janetski
- Kelli Jo Kerry-Moran
- Paul Nealen
- Matthew Nice
- Luz Stella Marin Ramirez
- Michael Schwartz
- Russell Stocker

**Appendix F**  
**Presidential Athletic Advisory Council**  
**Senator Castle**

**FOR INFORMATION:**

Welcome and Remarks – Dr. Joshua Castle, Chair

- Briefed the Committee on AGECE and IACC Progress

Remarks from Dr. Michael Driscoll

- Acknowledged baseball for hosting the Indiana special needs programs on 4/16
- May the Board will address Mercyhurst to Division I

Remarks from Dr. Tom Segar

- Talked about Ethan Porterfield invited to participate in the Reese's Division II All-Star Tournament
- Erik Moyer was selected to the SAAC Leadership Forum.

Report from Athletic Administration – Todd Garzarelli

- Pushing SA for academic success as we get to the end the semester
- Provided a spring sports update-Tennis, Golf, Baseball, Softball, Lacrosse, and Track & Field
- 2024 Hall of Fame class was announced.
- Summer camps are starting to get registered open

Report from Athletic Compliance – Samantha Goettman

- Transfer rules and regulations should be changing in the next year due to an NCAA lawsuit. This may impact graduation rates and progress toward degree requirements.

Report from Faculty Athletics' Representative – Dr. Jim Racchini

- Updated the committee on academic awards
- Luke Mikesell, Men's Swimming, earned a PSAC Top 10 Academic Award
- All District Team selections
  - Men's Basketball-KJ Rhodes
  - Women's Basketball-Kiera Baughman, Maria Cerro, & Rahmena Henderson
  - Men' Swimming-Luke Mikesell, Nicholas Roddy, & Christopher Scoboria
  - Women's Swimming-Jordyn Burkey, Parker Fanella, & Olivia Santee
- College Swimming and Diving Coaches Association of America (CSCAA) Scholar All-America Team (Fall)
  - Men – 3.31
  - Women – 3.05

- Seven 4.0 GPAs (Blake Hendricks, Luke Scoboria, Chris Scoboria, Cooper Stiles, Summer Esson, Catrina Miller and Oliva Santee)
- 2024 National Football Foundation (NFF) Hampshire Honor Society
  - A senior player, who will graduate this spring/summer, and just completed his final year of playing eligibility in 2023; or a graduated player, who has been out of high school at least (3) years;
  - Minimum undergraduate cumulative GPA of 3.2 (4.0 scale); and been starters or contributors throughout the 2023 season.
  - Drew DiNunzio-Biss and Quinn Zinobile

-Updated the committee on semester academic feedback from faculty (901 reports submitted).  
-Discussed the OneSIS challenge of collecting this data.

Report from Student Athletic Advisory Committee – Erik Moyer

-Briefed the committee on the work and issues that were discussed at the NCAA SAAC Leadership Forum.