



Indiana State University

Board of Trustees Agenda Meeting

June 27, 2025

State Room, Tirey Hall



Board of Trustees Agenda June 27, 2025

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1.Call Meeting to Order – Board Chair Robert Casey

Roll Call:

Robert Casey
Rob Carter
Lori Danielson
Jon Ford
Cynthia Powers
John Pratt
Cheryl Roberson
Kate VanHyfte
Troy Woodruff

2a Minutes of May 9, 2025, Meeting and Certification of Executive Session

The Indiana State University Board of Trustees met in Executive Session at 10:00 a.m. on Friday, May 9, 2025.

The Indiana State University Board of Trustees hereby certifies that no subject matter was discussed in the Executive Session other than the subject matter specified in the public notice.

The Trustees met in a regularly scheduled meeting on Friday, May 9, 2025, at 1:30 p.m.

Trustees present: Robert Casey, Rob Carter, Lori Danielson, Jon Ford, Cynthia Powers, John Pratt, Cheryl Roberson, Kate VanHyfte, and Troy Woodruff.

Trustees absent: None.

Recommendation: Approve the Board Minutes from May 9, 2025, Meeting and Certification of Executive Session.

2b1 Student Academic Semester and Summer Term Fees for 2025-26 and 2026-27

Date Prepared: May 30, 2025
From: Dr. Mike Godard, President
Prepared by: Diann McKee, Senior Vice President for Finance and Administration/
University Treasurer
Presented by: Diann McKee, Senior Vice President for Finance and Administration/
University Treasurer
Presented at: June 27, 2025, Board of Trustees Meeting
Subject: 2025-27 Tuition and Mandatory Fees
Disposition: This item is for **Action**

Objective: Approval of the proposed tuition and mandatory student fees assessed undergraduate and graduate students for the upcoming two-year period.

Background of Issue: By statute (I.C. 21-14-2-12.5), the Indiana Commission for Higher Education is required to recommend “non-binding” tuition and mandatory fee increase targets for each state educational institution. The Commission must make recommendations no later than 30 days after the enactment of a state budget.

The official statutory authority to set tuition and mandatory student fees rests with the Board of Trustees of each Indiana public post-secondary institution. Institutions must conduct a public hearing no later than 30 days after the Commission sets non-binding tuition and mandatory fee targets. Tuition and mandatory fee rates are required to be established for the next two academic years.

On May 15, 2025, the Indiana Commission for Higher Education adopted a recommendation that tuition and mandatory fees remain flat with no increase for the 2025-26 and 2026-27 years. Management of Indiana State University recommends to the Board of Trustees no increase in resident undergraduate or graduate tuition for 2025-26 and 2026-27. It is also recommended that the additional non-resident tuition fee increase by 5.0 percent each year.

For undergraduate non-resident students enrolled in 12 to 18 credit hours per semester, the 5.0 percent increase in the non-resident fee for 2025-26 results in a \$302 per semester increase or a total 2.7 percent increase in the total cost of tuition over the 2024-25 academic year. For graduate non-resident students enrolled in 9 credit hours per semester, the additional cost is \$198 per semester.

Mandatory fees for the Student Recreation Center and the Student Health and Wellness Fee remain unchanged from prior years.

Funding Source: Tuition and mandatory fees paid by students.

Supporting Reasons and Timing for the Recommendation: Approval of the 2025-26 and 2026-27 tuition and mandatory student fee rates is needed to prepare and distribute student bills for the fall 2025 semester and comply with State statute.

Potential Concerns Arising from the Recommendation and Steps Needed to Address Them:
None.

Management Recommendation: Approval of the academic student fee schedule of tuition and mandatory fees beginning with Fall 2025 through Summer 2026 and Fall 2026 through Summer 2027 as presented in Exhibit I and Exhibit II.

SCHEDULE OF 2025-2026 ACADEMIC SEMESTER AND 2026 SUMMER TERM FEES

Semester Fees	Resident	Additional Non-Resident	Total For Non-Resident
Undergraduate			
above 18 hours	\$5,801.00	\$7,592.00	\$13,393.00
12 - 18 hours	\$4,989.00	\$6,334.00	\$11,323.00
0 - 11.99 per credit hour	\$361.00	\$439.00	\$800.00
Graduate			
Per Credit Hour	\$462.00	\$469.00	\$931.00
Other Fees			
Student Recreation Center Fee			
Fall/Spring (on-campus, enrolled in 6 or more hrs.)	\$100.00		\$100.00
Summer (on-campus, enrolled in 3 or more hrs.)	\$40.00		\$40.00
Student Health and Wellness Fee			
Fall/Spring (on-campus, enrolled in 6 or more hrs.)	\$40.00		\$40.00
Summer (on-campus, enrolled in 3 or more hrs.)	\$20.00		\$20.00

Charges Assessed Independently of Fees Shown Above

Distance Education - Resident	Charged Undergraduate or Graduate Resident Fees, plus distance delivery fees.
Distance Education - Non Resident	Charged Undergraduate or Graduate Resident Fees plus 30% of the Undergraduate or Graduate Non-Resident Fees, if designated as a distance program student in addition to distance delivery fees. BS Nursing (LPN/LVN Completion Track) distance program students charged full non-resident fees.
Midwest Student Exchange Fees	Charged Undergraduate or Graduate Resident Fees plus 30% of the Undergraduate or Graduate Non-Resident Fees.
Illinois/Kentucky/Ohio Student Scholarship Program Fees	Charged Undergraduate or Graduate Resident Fees plus 30% of the Undergraduate or Graduate Non-Resident Fees.
Late-Start Extension	Charged Undergraduate or Graduate Resident Fees only.
Travel Abroad Seminar	Charged Undergraduate or Graduate Resident Fees only.
International Student Fee	Charged \$200 per semester fee for Undergraduate or Graduate international students.
Credit by Examination/Assessment of Prior Learning and iCAP	Charged 25% of the Undergraduate or Graduate Resident Fees in effect at the time of exam/assessment. Credit may or may not be awarded, dependent upon the outcome.
Preferred Partners Program	Charged 85% of the Undergraduate or Graduate Resident Fees only.

SCHEDULE OF 2026-2027 ACADEMIC SEMESTER AND 2027 SUMMER TERM FEES

Semester Fees	Resident	Additional Non-Resident	Total For Non-Resident
Undergraduate			
above 18 hours	\$5,801.00	\$7,972.00	\$13,773.00
12 - 18 hours	\$4,989.00	\$6,652.00	\$11,641.00
0 - 11.99 per credit hour	\$361.00	\$461.00	\$822.00
Graduate			
Per Credit Hour	\$462.00	\$492.00	\$954.00
Other Fees			
Student Recreation Center Fee			
Fall/Spring (on-campus, enrolled in 6 or more hrs.)	\$100.00		\$100.00
Summer (on-campus, enrolled in 3 or more hrs.)	\$40.00		\$40.00
Student Health and Wellness Fee			
Fall/Spring (on-campus, enrolled in 6 or more hrs.)	\$40.00		\$40.00
Summer (on-campus, enrolled in 3 or more hrs.)	\$20.00		\$20.00

Charges Assessed Independently of Fees Shown Above

Distance Education - Resident	Charged Undergraduate or Graduate Resident Fees, plus distance delivery fees.
Distance Education - Non Resident	Charged Undergraduate or Graduate Resident Fees plus 30% of the Undergraduate or Graduate Non-Resident Fees, if designated as a distance program student in addition to distance delivery fees.
	BS Nursing (LPN/LVN Completion Track) distance program students charged full non-resident fees.
Midwest Student Exchange Fees	Charged Undergraduate or Graduate Resident Fees plus 30% of the Undergraduate or Graduate Non-Resident Fees.
Illinois/Kentucky/Ohio Student Scholarship Program Fees	Charged Undergraduate or Graduate Resident Fees plus 30% of the Undergraduate or Graduate Non-Resident Fees.
Late-Start Extension	Charged Undergraduate or Graduate Resident Fees only.
Travel Abroad Seminar	Charged Undergraduate or Graduate Resident Fees only.
International Student Fee	Charged \$200 per semester fee for Undergraduate or Graduate international students.
Credit by Examination/Assessment of Prior Learning and iCAP	Charged 25% of the Undergraduate or Graduate Resident Fees in effect at the time of exam/assessment. Credit may or may not be awarded, dependent upon the outcome.
Preferred Partners Program	Charged 85% of the Undergraduate or Graduate Resident Fees only.

2b2 2025-26 Operating Budgets

Date Prepared: May 30, 2025
From: Dr. Mike Godard, President
Prepared by: Diann McKee, Senior Vice President for Finance and Administration/
University Treasurer
Presented by: Diann McKee, Senior Vice President for Finance and Administration/
University Treasurer
Presented at: June 27, 2025, Board of Trustees Meeting
Subject: 2025-26 Operating Budgets
Disposition: This item is for **Action**

Objective: Approval of the proposed 2025-26 General Fund and Line-Item operating budgets and Student Activity allocations as shown in the attached Exhibits.

Background of Issue:

The General Fund operating budget includes all direct costs of instruction as well as most administrative functions, including salary and fringe benefits, utility costs, and university provided student aid. The General Fund budget is supported by two major revenue streams: state appropriations and student tuition.

The State of Indiana provides a separate appropriation - known as fee replacement- to offset the principal and interest on student fee bonds used to finance academic facility projects authorized by the General Assembly, reviewed by the Commission for Higher Education, and approved by the State Budget Committee. Institutions are required to issue debt associated with these facilities and pledge student tuition dollars as repayment. The State then replaces the pledged tuition through a fee replacement or debt service appropriation. The payment of fee-replaced and non-fee replaced academic debt service is included as a direct expense line in the General Fund budget offset by the Academic Debt Service appropriation and other income in the revenue section of the budget.

A portion of student tuition is allocated to operating units within Designated and Auxiliary fund groups to support activities and related programs. The funds are primarily used to offset operating costs for those units supported by these allocations.

Line-item appropriations and Dual Credit funding are received by the State of Indiana to support specific programs. Indiana State University has historically been responsible for three line-item appropriations: Degree Link, Nursing Support, and the Indiana Principal Leadership Institute (IPLI). The 2025-27 "as-passed" biennial budget (HEA 1001) discontinued funding for IPLI as of July 1, 2025. The Dual Credit appropriation is based on a State formula rather than a flat appropriated amount.

The proposed General Fund and Line-Item summary budgets and Student Activity allocations for 2025-26 are prepared with the following key planning assumptions:

- State Operating Appropriation – decrease of 5.0 percent (\$3,898,016) as contained in HEA 1001 (2025).
- Outcome Based Performance Funding – rolled into base operating appropriation.
- Fee Replacement Appropriation – decrease of (\$564,362) corresponding to the FY26 required payments for debt service on state funded capital projects.

- Student Tuition – no increase in resident undergraduate or graduate student tuition. A 5.0 percent increase in non-resident undergraduate and graduate student tuition.
- A \$200 per semester international undergraduate and graduate student fee.
- A \$100 per semester Honors College program fee for undergraduate students participating in the Honors College.
- No increase in salaries and wages.
- No increase in fringe benefits or health insurance.
- Utilities – increase of \$171,438 to cover increased utility cost.
- Other Committed Expense – increase in property and general liability insurance of \$129,077.
- Line-item appropriations – decrease of 5.0 percent as contained in HEA 1001 (2025).

The key budget planning assumptions are used to prepare detailed operating, designated, and auxiliary budgets.

Funding Source: The General Fund and Line-Item operating budgets are funded by appropriations from the State of Indiana, student tuition and fees, and miscellaneous revenue items.

Supporting Reasons and Timing for the Recommendation: Approval of the 2025-26 Operating Budgets is needed to begin financial operations, effective July 1, 2025.

Potential Concerns Arising from the Recommendation and Steps Needed to Address Them:
None

Management Recommendation: The 2025-26 General Fund and Line-Item operating budgets and Student Activity allocations be approved as presented.

**INDIANA STATE UNIVERSITY
GENERAL FUND BUDGET SUMMARY**

	Approved 2024-25 Budget	Budget Change	Proposed 2025-26 Budget
INCOME			
State Operating Appropriation	\$76,924,791	(\$2,862,481)	\$74,062,310
State Outcomes Based Performance Appropriation	\$1,035,535	(1,035,535)	\$0
State Academic Debt Service Appropriation *	11,062,732	(564,362)	10,498,370
Student Tuition	68,096,109	(664,918)	67,431,191
Other Fees and Charges	3,300,500	354,649	3,655,149
Other Income & Transfers	6,176,333	65,647	6,241,980
TOTAL	\$166,596,000	(\$4,707,000)	\$161,889,000
EXPENDITURES			
Salaries and Wages	\$78,160,003	(\$3,386,955)	\$74,773,048
Fringe Benefits	22,892,689	(783,671)	22,109,018
Supplies and Related Expenses	13,968,190	(326,857)	13,641,335
Repairs and Maintenance	5,557,140	19,920	5,577,060
Other Committed Expenses	1,721,539	129,077	1,850,616
Utilities and Related Expenses	9,964,556	171,438	10,135,994
Capital Improvements	4,000,000		4,000,000
Student Scholarship and Fee Remissions	16,361,149	34,410	16,395,559
Academic Debt Service *	11,670,732	(564,362)	11,106,370
Budget Reserve	2,300,000		2,300,000
TOTAL	\$166,596,000	(\$4,707,000)	\$161,889,000

Footnotes:

* Funding for Academic Debt Service payments.

**INDIANA STATE UNIVERSITY
Student Activity Allocations**

	<u>Approved 2024-25 Budget</u>	<u>Change</u>	<u>Proposed 2025-26 Budget</u>
Student Tuition and Activity Allocations			
Student Tuition Income	\$14,328,768	(\$107,218)	\$14,221,550
Total Student Tuition & Activity Allocations	<u>\$14,328,768</u>	<u>(\$107,218)</u>	<u>\$14,221,550</u>
Student Tuition Allocations			
Student Government	\$74,400		\$74,400
Graduate Student Association	3,000		3,000
Student Programming	95,722		95,722
Student Union Board	78,300		78,300
Identification Cards	42,062		42,062
Hulman Memorial Student Union	875,166	(\$136,384)	738,782
Intercollegiate Athletics	11,005,387		11,005,387
Student Media	144,956	(2,218)	142,738
Hulman Center	946,410	31,384	977,794
Auxiliary Capital Project Reserve	1,050,000		1,050,000
Student Alumni Association	3,365		3,365
ID Equipment Maintenance	10,000		10,000
Total Use of Student Tuition & Activity Allocations	<u>\$14,328,768</u>	<u>(\$107,218)</u>	<u>\$14,221,550</u>

INDIANA STATE UNIVERSITY
LINE-ITEM APPROPRIATIONS

	<u>Approved 2024-25 Budget</u>	<u>Change</u>	<u>Proposed 2025-26 Budget</u>
Degree Link			
Source of Funds			
Operating Appropriation	\$446,438	(\$22,322)	\$424,116
Total Source of Funds	<u>\$446,438</u>	<u>(\$22,322)</u>	<u>\$424,116</u>
Use of Funds			
Compensation	\$421,214	(\$11,062)	\$410,152
Supplies and Related Expense	8,764	200	8,964
Repairs and Maintenance	16,460	(11,460)	5,000
Total Use of Funds	<u>\$446,438</u>	<u>(\$22,322)</u>	<u>\$424,116</u>
Nursing Program			
Source of Funds			
Operating Appropriation	\$204,000	(\$10,200)	\$193,800
Total Source of Funds	<u>\$204,000</u>	<u>(\$10,200)</u>	<u>\$193,800</u>
Use of Funds			
Compensation	\$174,436	(\$39,851)	\$134,585
Supplies and Related Expense	29,564	27,452	57,016
Repairs and Maintenance	0	2,199	2,199
Total Use of Funds	<u>\$204,000</u>	<u>(\$10,200)</u>	<u>\$193,800</u>
Dual Credit			
Source of Funds			
Operating Appropriation	\$202,950	(\$10,147)	\$192,803
Total Source of Funds	<u>\$202,950</u>	<u>(\$10,147)</u>	<u>\$192,803</u>
Use of Funds			
Compensation	\$137,831	\$10,029	\$147,860
Supplies and Related Expense	37,619	(4,676)	32,943
Repairs and Maintenance	0		0
Scholarships	27,500	(15,500)	12,000
Total Use of Funds	<u>\$202,950</u>	<u>(\$10,147)</u>	<u>\$192,803</u>
Indiana Principal Leadership Institute			
Source of Funds			
Operating Appropriation	\$600,000	(\$600,000)	\$0
Total Source of Funds	<u>\$600,000</u>	<u>(\$600,000)</u>	<u>\$0</u>
Use of Funds			
Compensation	\$204,650	(\$204,650)	\$0
Supplies and Related Expense	395,350	(395,350)	0
Repairs and Maintenance	0		0
Total Use of Funds	<u>\$600,000</u>	<u>(\$600,000)</u>	<u>\$0</u>
Total Line-Item Appropriations			
Source of Funds			
Operating Appropriation	\$1,453,388	(\$642,669)	\$810,719
Total Source of Funds	<u>\$1,453,388</u>	<u>(\$642,669)</u>	<u>\$810,719</u>
Use of Funds			
Compensation	\$938,131	(\$245,534)	\$692,597
Supplies and Related Expense	\$471,297	(\$372,374)	\$98,923
Repairs and Maintenance	\$16,460	(\$9,261)	\$7,199
Scholarships	27,500	(15,500)	12,000
Total Use of Funds	<u>\$1,453,388</u>	<u>(\$642,669)</u>	<u>\$810,719</u>

2b3 2025-26 State Repair and Rehabilitation Request

Date Prepared: May 30, 2025
From: Dr. Mike Godard, President
Prepared by: Diann McKee, Senior Vice President Finance & Administration/Treasurer
Presented by: Diann McKee, Senior Vice President Finance & Administration/Treasurer
Presented at: June 27, 2025, Meeting of Board of Trustees
Subject: 2025-26 State Repair and Rehabilitation Request
Disposition: This item is for **Action**

Objective: Annually the Board of Trustees authorizes the Treasurer of the University to request drawdown of state appropriated Repair and Rehabilitation (R&R) funding.

Background of Issue: The State of Indiana in each biennial budget allocates funds for repair and rehabilitation to assist with the costs of maintaining academic and administrative facilities and related infrastructure. A formula is used by the State to determine the amount of funding for each institution based on the age of campus facilities, building square footage, and repair costs. The 2025 Indiana General Assembly appropriated \$4,058,497 for Repair and Rehabilitation projects at Indiana State University for the 2025-26 fiscal year. There is no additional allocation for the 2026-27 year.

Based on deferred renewal studies of campus buildings, Facilities Management Master Plans, and visual inspection, projects are prioritized within available funding. The highest priority for use of these funds is replacement of the existing roofing system covering Holmstedt Hall. Installed in 1987, an inspection of the roof has revealed it to be in poor condition with on-going leaks. The current roof has exceeded its useful life and is beyond repair. The remaining funds will be used to address various mechanical/HVAC, fire alarm, lighting, sidewalk, and electrical repairs as needed throughout the next two-year period.

Funding Source: Funding is appropriated by the State of Indiana as a part of the biennial budget process.

Supporting Reasons and Timing for the Recommendation: Authorization is needed to request drawdown of allocated R&R funding for the 2025-26 fiscal year.

Potential Concerns Arising from the Recommendation and Steps Needed to Address Them:
None

Management Recommendation: Management recommends authorization of the University Treasurer to proceed with a request to the Indiana Commission for Higher Education, the State Budget Committee, the State Budget Agency, and the Governor of the State of Indiana for the following projects totaling \$4,058,497 from Repair and Rehabilitation appropriation as shown below:

General Repair and Rehabilitation

Holmstedt Hall Reroof	\$1,600,000
Mechanical/HVAC Repairs/Replacement	\$608,497
Fire Alarm Network Upgrade	\$750,000
Exterior Site Lighting Replacements	\$500,000
Medium Voltage Repair/Replacement	\$500,000
Sidewalk Repairs	\$100,000
Total	\$4,058,497

2b4 Bank Account for Electronic Student Payment Processing

Date Prepared: May 30, 2025
From: Dr. Mike Godard
Prepared by: Diann McKee, Senior Vice President for Finance & Administration/
University Treasurer
Presented by: Diann McKee, Senior Vice President for Finance & Administration/
University Treasurer
Presented at: June 27, 2025, Board of Trustees Meeting
Subject: Bank Account for Electronic Student Payment Processing
Disposition: Item is for **Action**

Objective: The University has partnered with JP Morgan Chase to provide a digital payment method for accounts payable payments to students and to eliminate the need for cash travel disbursements. In order to facilitate these payments, the University must set up a bank account with JP Morgan Chase.

Background of Issue: Through the use of JP Morgan Chase “Concourse” a digital payment system, Indiana State University would be able to initiate secure electronic payments to students using an email or cell number. This is accomplished through a portal allowing the payee to choose their preferred method of settling payments to an account or debit card of their choice. This is done while reducing the burden of collecting and storing bank account information and eliminating distribution of cash for these types of payments.

Funding Source: No funding source is needed.

Supporting Reasons and Timing for the Recommendation: A digital payment method for cash travel disbursements will create greater efficiencies and better internal cash controls.

Potential Concerns Arising from the Recommendation and Steps Needed to Address Them: None

Management Recommendation: Authorization for the Senior Vice President for Finance & Administration/University Treasurer to establish a bank account with JP Morgan Chase for the purpose of processing payments to students and to designate individuals who will be authorized to make electronic transfers to and from these accounts.

2c Academic Program and Course-Specific Fees

Date Prepared: May 23, 2025
From: Faculty Senate
Prepared by: Susan Powers, Vice Provost Academic Affairs
Presented by: Diann McKee, Senior Vice President Finance & Administration/Treasurer
 Dr. Christopher Olsen, Provost and Vice President Academic Affairs
Presented at: June 27, 2025
Subject: Academic Program and Course-Specific Fees
Disposition: Item is for **Action**

Objective: The Board of Trustees approves any proposed changes in academic program and course-specific fees.

Background of Issue: For a number of programs and courses, the resources needed to run the program fully impacts the general fund at higher rates than other programs. These program and course fees are needed to be able to support these resources.

INDIANA STATE UNIVERSITY
Proposed Changes in Academic Program and Course-Specific Fees
Effective for the Fall Semester 2025

Revised Course Fees (Effective Fall 2025)

Course(s)	Current Fee	Additional Amount	Purpose
IS 398	\$100	\$100	Additional study abroad fee to cover costs with transcript reviews and processing (General Fund)

Recommendation: Approval of the proposed Academic Laboratory/Course Specific Fees, effective for the fall semester of 2025 unless otherwise stated.

New Program Fee (Effective Fall 2025). Program fee will support Honors programming and specialized curriculum

Honors	Students with the Honor Attribute	\$100/term
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Recommendation: Approval of the proposed Program Fees, effective for the fall 2025.

Funding Source: Academic course-specific and program fees are assessed on students enrolled in courses/programs associated with these additional fees.

Supporting Reasons and Timing for the Recommendation: Approval of proposed changes in academic program and course-specific fees is needed in order to make sure they are assessed with all other tuition and fees, effective with the fall 2025 semester.

Management Recommendation: Management supports the proposed changes in academic program and course-specific fees effective with the fall 2025 semester.

2d Revision to Policy 147 University Curriculum, Assessment, and Student Success Committees

Date Prepared: May 23, 2025
From: Faculty Senate
Prepared by: Susan Powers, Vice Provost Academic Affairs
Presented by: Christopher Olsen, Provost and Vice President Academic Affairs
Presented at: June 27, 2025
Subject: Revision to Policy 147 University Curriculum, Assessment, and Student Success Committees
Disposition: Item is for **Action**

Objective:

Expand Policy 147 to the committees that report to Faculty Senate and are established to deal with university-wide issues related to curriculum, assessment, and student success.

Background of Issue:

Following changes to the Foundational Studies Council this past year by the Foundational Studies Council and Faculty Senate, it was determined that it would better clarify those committees directly related to academics to be moved under a revised Section 147 and the committee's relationship to Faculty Governance.

Funding Source:

No additional funding is necessary.

Supporting Reasons and Timing for the Recommendation:

Done in conjunction with the modifications to Section 170 University Committees

Potential Concerns Arising from the Recommendation and Steps Needed to Address Them:

No concerns

Management Recommendation: Approval

147 **Foundational Studies** University Curriculum, Assessment, and Student Success Committees

These committees have been established to deal with university-wide issues related to curriculum, assessment, and student success. They are distinct from University Committees referenced in section 170 of the Policy Library. University Foundational Studies Council and assessment committees report to the Faculty Senate. Each committee is constituted through its own procedures outlined below.

147.12 Foundational Studies Council

The Foundational Studies Program is the single undergraduate program completed by every undergraduate student in some form, with courses spanning all academic colleges, with requirements to meet the Indiana College Core and facilitate transfer credits, as well as assessment obligations for the Higher Learning Commission. The program is administered through the Office of Foundational Studies by the Foundational Studies Council.

The Office of Foundational Studies (OFS) will house the Coordinator of the Foundational Studies Program and the Foundational Studies Council. The OFS will be the administrative office that carries out the administrative tasks and responsibilities required by the Foundational Studies Council (FSC) for managing the Foundational Studies Program (FS Program) at Indiana State University.

The Foundational Studies Council (FSC) has oversight of curriculum and assessment in the Foundational Studies Program and in matters related to the teaching of the Foundational Studies Program curriculum.

- **147.2 147.1.1 Membership.** All regular faculty at Indiana State University who teach at least one Foundational Studies course annually, or who are charged with oversight of Foundational Studies courses, shall constitute the faculty of the FS Program and are eligible to be nominated to serve on the Council. Two undergraduate students appointed by the Student Government Association will also be members.
- **147.2 147.1.2 Voting Members.** The FSC will be constituted by one regular faculty member who has taught or supervised at least one course in the category in the past year, elected to represent each of the curricular categories that comprise the FS Program from the FS Program faculty and as many elected faculty members at-large needed to ensure that each of the academic colleges is represented on the FSC by a voting member. In addition, the Student Government Association will appoint two undergraduate students who will serve as voting members of the FSC. The Coordinator of Foundational Studies shall serve as the Chair of the FSC and will be a voting member of the FSC.
- **147.2 147.1.3 Ex Officio Members.** The Dean (or designee) of each of the academic colleges, the FSC liaison to Academic Affairs, the Associate Provost for Student Success and Advising, the Director of the Faculty Center for Teaching Excellence, the Chair of Faculty Senate (or designee), and the Registrar (or designee) shall serve as ex officio members of the Council.
- **147.2 147.1.4 Nomination and Election.** The Executive Committee of the FSC will conduct elections annually in accordance with the terms stipulated in the procedures of the FSC.
- **147.2 147.1.5 Terms.** Voting members of the FSC (with the exception of the Coordinator of FS, the at-large members, and the student members) will serve 2-year terms. At-large and student members serve 1-year terms (as described in the Procedures).
- **147.2 147.1.6 Leadership and Oversight.** An Executive Committee composed of the Foundational Studies Coordinator as chair, a vice-chairperson, a secretary, and two additional members elected from the voting members of the Council will direct and facilitate the work of the FSC.
- **147.2 147.1.7 Reporting.** The FSC reports to the **Provost and Vice President for Academic Affairs Faculty Senate** and will provide an annual report to the **Provost Faculty Senate** by June 30th of each year detailing its meetings, attendance of members, and matters acted upon or considered during the year. The FSC will also provide an Assessment Report annually to the **Provost Faculty Senate** and the University Assessment Council.
- **147.1.1 147.1.8 Coordinator of Foundational Studies**
 - **147.1.4.8.1 Appointment.** The Coordinator shall be appointed by the Provost, following a campus-wide search and consultation with the FSC. The appointment will be for 3 years with the possibility of continuation.
 - **147.1.4. 8.2 Qualifications.** The Coordinator must be a member of the Foundational Studies faculty, having taught or teaching at least one course per year in the FS Program., as prescribed by 147.1.1.
 - **147.1.4. 8.3 Duties.** The Coordinator shall be responsible for the following administrative duties in support of the FS Program. Chair the FSC (see Procedures for duties of the chair of FSC), oversee the transfer of credit to the FS Program, ensure the integrity and the delivery of the academic program, support faculty who teach in the FS Program, ensure the Assessment Plan of the FS Program is carried out, facilitate communication to the University from the OFS about the FS Program.

- **147.1.2 147.1.9 Ex-Officio Representation of the Council.** The Coordinator will represent the FS Program and FSC at the following committees. Faculty Senate, CAAC, Provost's Advisory Committee, and other committees as deemed necessary by Academic Affairs to the effectiveness of the FSC.

147.2 Teacher Education Committee

The Teacher Education Committee (TEC) is charged with overall responsibility to assist in planning, approving, and coordinating the various changes in programs that prepare licensed educators for preschool through high school settings. The Committee shall make certain the University is in compliance with the regulations of the Indiana Department of Education and with the standards of the Council for the Accreditation of Educator Preparation and other relevant accrediting bodies. All curricular and other academic items which would have a modifying effect on educator preparation at the University are the purview of TEC.

- **147.2.1 Process for Modification of Educator Preparation Program.** Items which speak to a change in an educator preparation program offered by a specific department shall first be routed through the appropriate departmental and school committees and offices for action before they are forwarded to the Dean of the Bayh College of Education (BCOE) for submission to TEC. The Committee may also initiate proposals on behalf of interdepartmental and extra-departmental programs that prepare licensed educators and proposals on such matters as admission and retention standards and the evaluation of students in educator preparation programs.
- **147.2.2 Communication.** TEC shall also serve as a forum for the communication of information and the coordination of efforts related to educator preparation at the University whether or not policy decisions are involved.
- **147.2.3 Membership.** TEC includes twenty-two (22) voting members, nineteen (19) of whom are members of the Teacher Education Faculty, one (1) community member who is an elementary or secondary teacher or administrator, one (1) graduate student in a graduate program administered by the BCOE, and one (1) undergraduate student in a teacher education program. Ex officio members of the TEC will include the Dean of the BCOE, an Associate Dean of the College of Arts and Sciences, an Associate Dean of the College of Health and Human Services, an Associate Dean of the Bailey College of Engineering and Technology, the BCOE Accreditation and Assessment Director, and the Director of Education Student Services.
- **147.2.4 Nomination.** Voting Committee members shall be members of the Teacher Education Faculty, whether in the BCOE or in other Colleges' departments, and shall be selected by their local oversight body (department, council, etc.) to ensure broad representation as follows: Elementary Education (2), Special Education (2), Secondary Education (2), Student Support/Related Service Professions (ACES) (2), K-12 Administration (EDLR) (2), English Teaching (1), Math Education (1), Science Education (1), Social Studies Education (1), World Language Education (1), Art Education (1), Music Education (1), Technology Education (1), and Physical Education (1). The Dean of the BCOE shall also be designated as a voting member one (1) elementary or secondary teacher or school administrator. At the first TEC meeting of the fall, the Committee will also nominate one (1) undergraduate student who is in good standing in a teacher education program and one (1) graduate student who is in good standing in a graduate program coordinated by the BCOE for inclusion as voting members of the Committee for the remainder of the academic year. Votes to confirm these final two members will take place at the second Committee meeting of the academic year. If a voting member is not able to be selected in any area, the position will remain unfilled, and that unfilled membership will not count toward the total voting members of TEC for that academic year. In the event that a duly appointed Teacher Education faculty member is unable to serve for a year or part of a year, that faculty member's local oversight body will choose a temporary replacement from its faculty to serve on TEC until the original Teacher Education faculty member is able to return. (If a selection is not made, then the seat will go unfilled for the duration of the absence, and the total voting membership of TEC will be reduced by one during the absence.) When possible, care

should be taken in designating members to provide balanced representation in terms of race, sex, faculty rank, and experience.

- **147.2.5 Terms.** The faculty members of TEC shall serve three-year, staggered terms. The community representative and the students serve one-year terms. Faculty members may be reappointed for additional terms at the pleasure of their home departments.
- **147.2.6 Appointment.** The Faculty Senate shall confirm the membership of TEC.
- **147.2.7 Voting.** Ex officio members are non-voting members of the Committee.
- **147.2.8 Leadership and Oversight.** The Chairperson of TEC is elected at the last meeting of each academic year by the voting members of the TEC and serves for one academic year. The Vice-Chair (who also serves as Parliamentarian) and the Recording Secretary are elected by the voting members of TEC during the first meeting of the academic year and also serve for one academic year. These individuals make up the Executive Committee, the duly authorized standing committee of the TEC. At least one of these voting members of the Executive Committee shall be from outside of the BCOE. If all three members are from within the BCOE an additional member of the Executive Committee from outside of the BCOE may be elected from the voting members of the TEC. The Dean of the BCOE or her/his designee will serve as an ex officio, non-voting member of the Executive Committee. The Committee reports to the Faculty Senate and will provide an annual report by June 30th of each year detailing its meetings, attendance of members, and matters acted upon or considered during the year.

147.3 Assessment Council

Purpose. The mission of the University Assessment Council is to guide and support assessment activities that improve student learning and student support services and promote the continuous improvement of the university's programs. The Council is charged with identifying assessment issues, developing policy recommendations, facilitating and monitoring assessment activities, and promoting the adoption of best practices in assessment. It undertakes these responsibilities in recognition that the primary responsibility for academic assessment belongs to the faculty.

- **147.3.1 Membership and Nomination.** The Assessment Council will be composed of representatives of institutional units who will meet monthly during Fall and Spring semesters. A leadership team will serve as the executive group to provide general leadership to the Council as well as support and facilitate the work of the larger Council. The members of the Assessment Council will be appointed as follows:
 - a faculty representative selected by each college and the library;
 - two faculty-at-large, selected by Faculty Senate;
 - two Associate Deans, selected by the Council of Deans;
 - two representatives from Student Experience and Engagement, selected by the Vice President;
 - one representative from Enrollment Management, selected by the Vice President;
 - one representative from Student Experience and Engagement, selected by the Vice President;
 - two student representatives, one undergraduate and one graduate student, selected by the Student Government Association and the Office of Graduate Studies;
 - the Coordinator of Assessment and Accreditation; and
 - the Vice Provost for Academic Affairs as an ex-officio, non-voting member.
- Each unit may appoint ex-officio, non-voting members to the Council when those faculty/staff perform assessment duties for the unit as a primary part of their position.
- **147.3.1.1 Assessment Leadership Team.** The following members of the Assessment Council will be members of the Assessment Leadership Team: The faculty members selected from the Colleges and the Library; the Vice Provost for Academic Affairs; the Student Engagement and Experience representative; and the Coordinator of Assessment and Accreditation. The Assessment Leadership Team meets one to two times monthly, during Fall and Spring semesters.
- **147.3.1.2 Terms of Office.** Faculty and administrators will serve staggered, three-year terms. Those who have completed one term of service may be eligible to be selected for an additional

three-year term. Students serve one-year terms and are eligible to be selected for additional terms as long as they retain full-time status. Terms run July 1 through June 30.

- It is expected that members will attend and participate at meetings. Should other priorities regularly interfere with this commitment, the member is expected to consult with their representative body (e.g., college, division) to select a replacement. The Council chair may intervene with any member who is not fulfilling their commitment.
- **147.3.1.3 Voting.** Standing members of the Council may vote. A simple majority of members must be present to establish a quorum to vote on any matter presented to the Council. This does not include projects assigned to ad-hoc committees for which they have been given the authority to make decisions without a Council vote (e.g., Provost's Award Committee recipient selection).
- **147.3.1.4 Leadership and Oversight.** Members of the Assessment Leadership Team will select a chair, vice chair, and secretary annually. The Committee reports to the Faculty Senate and will provide them with an annual report of its meetings, attendance of members, agendas, and matters acted upon by June 30th of each year.

147.4 Student Success Council

Student success is a strategic priority of Indiana State University. Student retention and degree completion, while maintaining high academic standards and challenging classroom environments, serves our ultimate goals. To that end, the mission of the Student Success Council is (1) to focus attention and energy on key issues affecting undergraduate student success by raising and forwarding a thoughtful dialogue, (2) to provide oversight for and evaluation of the University's strategic retention and completion initiatives, (3) to advise and advocate regarding policy and resource allocation in support of student success, and (4) to expect the use of data in concert with a broad, university-wide perspective to inform decision making.

- **147.4.1 Membership.** The Student Success Council will be composed of 26 members. The members are: the Associate Provost for Student Success and Advising, the Dean (or their designee) of each College and the Library; a representative from the Center for Student Success appointed by the Associate Provost for Student Success and Advising, the Director of New Student Programs; the Associate Vice President and Assistant Treasurer; two undergraduate students appointed by the Student Government Association; the Director of the Charles E. Brown Cultural Center; the faculty chair (or his/her designee) of the governing bodies of each College and the Library, excluding the Graduate Council; the Associate Vice President for Student Experience and Engagement, the Executive Director of Financial Aid; the Registrar; the Director of Residential Education, and the Executive Director of Career Services.
- **147.4.2 Nomination and Appointments.** Appointments to the Student Success Council are primarily made based upon the position the member holds as an employee or as the leader of a governance unit. Therefore, a traditional nomination process is not utilized for the Council. All appointments will be confirmed by the Faculty Senate.
- **147.4.3 Terms.** Individuals who are appointed by position serve as long as they hold that position. Individuals who represent an area (Center for Student Success and Advising, and SGA) serve one-year terms and are eligible for additional one-year appointments.
- **147.4.4 Committees.** The Student Success Council may, at its discretion, establish committees. Committees will be populated with the faculty representatives and administrative representatives of the Council in a fashion that respects the roles and responsibilities each have in fostering student success.
- **147.4.5 Leadership and Oversight.** The Committee reports to the Faculty Senate and will provide an annual report by June 30th of each year detailing its meetings, attendance of members, and matters acted upon or considered during the year.

147.5 Credit for Prior Learning Council

The mission of the Credit for Prior Learning (CPL) Council is to create and maintain consistency, transparency, and accessibility of prior learning assessment (PLA) processes across the institution.

Specifically, the Council is charged to: establish baseline institutional procedures that create transparency and consistency for CPL; identify programs (current and proposed) that attract or have the potential to attract applicants seeking CPL; maintain a comprehensive list of established external credentials (licensures, certificates, etc.) and departmental examinations that count as CPL; establish and maintain the University standard for PLA by portfolio; regularly review best practices for fees associated with applications for PLA, compensation for reviewers, and administrative costs related to CPL; and ensure compliance with Indiana Commission for Higher Education (ICHE) policies on CPL.

- **147.5.1 Membership and Nomination.** The CPL Council will be composed of representatives of institutional units who will meet monthly during Fall and Spring semesters. A leadership team will serve as the executive group to provide general leadership to the Council as well as support and facilitate the work of the larger Council. The members of the CPL Council will be appointed as follows:

- a faculty representative selected by each academic college and the Honors College;
- two faculty-at-large, selected by Faculty Senate;
- two Associate Deans, selected by the Provost;
- one representative from Enrollment Management, selected by the Vice President for Enrollment Management;
- the Coordinator of Assessment and Accreditation; and
- the Vice Provost for Academics, or proxy, as an ex-officio, non-voting member.

Each unit must identify new representatives no later than September 1 each year.

- **147.5.1.1 CPL Leadership Team.** The following members of the CPL Council will be members of the CPL Leadership Team: the chair of the Degree Completion Council; the representative from Enrollment Management; one of the Associate Dean representatives; and the Coordinator of Assessment and Accreditation. The CPL Leadership Team meets one to two times monthly, during Fall and Spring semesters.
- **147.5.1.2 Terms of Office.** Faculty and administrators will serve staggered, three-year terms. Those who have completed one term of service may be eligible to be selected for an additional three-year term. Terms run July 1 through June 30. It is expected that members will attend and participate at meetings. Should other priorities regularly interfere with this commitment, the member is expected to consult with their representative body (e.g., college, division) to select a replacement. The Council chair may intervene with any member who is not fulfilling their commitment.
- **147.5.1.3 Voting.** Standing members of the Council may vote. A simple majority of members must be present to establish a quorum to vote on any matter presented to the Council. This does not include projects assigned to ad-hoc committees for which they have been given the authority to make decisions without a Council vote.
- **147.5.1.4 Leadership and Oversight.** Members of the CPL Leadership Team will select a chair, vice chair, and secretary annually. The Committee reports to the Faculty Senate and will provide them with an annual report of its meetings, attendance of members, agendas, and matters acted upon by June 30th of each year

2e Revision to Policy Library 170 University Committees

Date Prepared: June 9, 2025
From: Dr. Mike Godard, President
Prepared by: J.D. Lux, University Legal Counsel
Presented by: Rex Kendall, Chief of Staff
Presented at: June 27, 2025, Board of Trustees Meeting
Subject: Amendment to Policy Library 170 University Committees
Disposition: Item is for **Action**

Objective: Modification of Policy 170 University Committees to clarify the role of University President in establishing and managing University Committees.

Background of Issue: To clarify the role of University President in the administration and managerial functions of the University Committees.

Funding Source: No additional funding is necessary.

Supporting Reasons and Timing for the Recommendation: Provides University President the authority to establish, revise, and amend committees in a timely manner.

Potential Concerns Arising from the Recommendation and Steps Needed to Address Them: No concerns.

Management Recommendation: Approval of the following proposed changes to Policy 170:

Proposed Language

170 University Committees

University committees may be established by the University President to deal with administrative policies, procedures, and issues pertaining to a variety of university-wide activities, programs, and services. Committee members are appointed by the University President, often based on counsel and advice from the appropriate vice president, and report to the president through that vice president. The committee membership is composed of administrators, faculty, staff, and students. The University President may modify, change, or disband any university committee as needed to ensure effective and efficient operation of the University. The University President shall provide an annual update to the Board of Trustees on the established committees and at any other time as requested by the Board.

Current Language:

170 University Committees

Authority: Approved by the Board of Trustees

~~University committees have been established to deal with administrative policies, procedures, and issues pertaining to a variety of university-wide activities, programs, and services. Committee members are appointed by the University President, often based on counsel and advice from the appropriate vice president, and report to him through that vice president. The committee membership is composed of administrators, faculty, staff, and students.~~

Delete the following:

- ~~170.1 President's Council on Inclusive Excellence~~
- ~~170.2 University Conduct Board~~
- ~~170.3 Commencement Committee~~
- ~~170.4 Performing Arts Series Committee~~
- ~~170.5 Parking and Traffic Committee~~
- ~~170.6 Student Media Advisory Committee~~
- ~~170.7 Teach Education Committee~~
- ~~170.8 University Archives Committee~~
- ~~170.9 University Athletic Committee~~
- ~~170.10 Assessment Council~~
- ~~170.11 Student Success Council~~
- ~~170.12 Health Benefits Advisory Committee~~
- ~~170.13 University Budget Committee~~
- ~~170.14 University Speakers Series Committee~~
- ~~170.15 Student Grievance Committee~~
- ~~170.16 University Conduct Board~~
- ~~170.17 Credit for Prior Learning Council~~

2f Revision to Policy 215.5 Individual Transfer Course Equivalencies Requirements

Date Prepared: May 19, 2025
From: Faculty Senate
Prepared by: Susan Powers, Vice Provost Academic Affairs
Presented by: Christopher Olsen, Provost and Vice President Academic Affairs
Presented at: June 27, 2025
Subject: Revision to Policy 215.5 Individual Transfer Course Equivalencies Requirements
Disposition: Item is for **Action**

Objective:

To modify the policy to better attract transfer students.

215.5 Individual Transfer Course Equivalencies Requirements

Undergraduates who complete course work at another accredited college or university may be eligible for earned transfer credit at Indiana State University, if the following conditions are met:

- Course work must be completed at an accredited institution in the United States or at an officially recognized international institution.
- Course work must be college-level.
- Course work must reflect a final grade earned of a passing grade (D- or higher, or P, S, or CR) ~~C- or better (or equivalent)~~. Some academic programs may require a minimum grade to apply transfer courses. Course equivalency means that a transfer course is a discipline-specific equivalent to a specific Indiana State University course or Foundational Studies requirement. Elective credit is assigned for courses that meet transfer requirements, but for which no equivalency is determined. If a student changes their program, the new academic area will review transfer work that applies to the program. Academic deans have final approval of the applicability of transfer credits to requirements within their college.

Background of Issue:

After reviewing similar institutions, we believe one barrier to transfer student enrollment is our GPA expectations for transfer credit. When comparing with like institutions (Table 1), our standard is higher, which may be influencing our ability to attract transfer students.

Table 1.

School	Policy Overview
<i>Indiana State University</i>	Course work must reflect a final grade earned of C- or better (or equivalent).
University of North Texas at Dallas <i>(Social/Economic Mobility Focused)</i>	College-level courses completed with a grade of D or above at another accredited institution will normally be accepted for transfer. Specific transfer grade guidelines for some academic programs may exist. Courses completed with codes indicating no grade or credit will not be transferred. Transferability of courses will not be affected by a student's academic standing (i.e. probation, suspension).
Montana State University – Northern <i>(Social/Economic Mobility Focused)</i>	Transfer credit will be given for courses in which satisfactory grades were received. A satisfactory grade for transfer purposes is defined as A, A-, B+, B, B-, C+, C, C-, D+, D, D- or S.
Austin Peay University <i>(Regional Competitor – Out-of-State)</i>	Courses earned with grades of “A,” “B,” “C,” “D,” or “P” will be considered for applicability toward the APSU degree; only grades of “A,” “B,” or “C” will be accepted for ENGL 1010, and remedial courses. Grades of “F” earned at the transfer institution will be posted on the APSU academic record. Transfer grades are equated to the APSU grading system. Courses earned with grade of “I” will transfer to APSU as a grade of “F.” completion of an Associate of Science or Associate of Arts degree in a university parallel (transfer) program at any Tennessee State two-year institution satisfies the General Education core requirements for the baccalaureate degrees (with some exceptions, unrelated to GPA).
University of Southern Indiana <i>(Regional Competitor – In-State)</i>	Only courses with grades of C- or better will transfer. Exception: D grades (D-, D, D+) will transfer when the transcript indicates an associate degree (other than applied degrees) or baccalaureate degree has been awarded, or if the transcript indicates completion of the Indiana College Core (formerly known as the Statewide Transfer General Education Core-STGEC) and a course with a D grade was required for ICC. Some degree programs may require a higher minimum grade in certain courses.
Bowling Green State University <i>(IPEDS Peer)</i>	Awards transfer credit for formal coursework of baccalaureate level from an acceptable collegiate source as described in the "Acceptable collegiate sources for credit transfer" section of this catalog. All courses with passing grades, including grades of "D" that carry quality points of 1.0 or greater (on a 4.0 scale) will transfer. Individual degree or program requirements may demand a higher grade than "D" in selected courses. Those standards will apply equally to transfer courses and to courses taken at BGSU.
University of Akron <i>(IPEDS Peer)</i>	Awards transfer credit for non-remedial, non-developmental college-level coursework completed with earned grades of "D-" or better at an institution of higher learning in the United States which is fully accredited. No grade point value will appear on the record, and no grade point average will be calculated for the coursework listed. Transfer students shall be accorded the same class standing and other privileges as all other students on the basis of the number of credits earned. All residency requirements must be completed successfully at the receiving institution prior to the granting of a degree.
University of New Orleans <i>(IPEDS Peer)</i>	"D" grades transfer for general university purposes. Individual colleges may elect not to use "D" grades in a student's major or for specific college requirements.

When considering the impact of this policy, we reviewed Fall and Spring transfer applicants' grades for which this policy applied (Table 2) and identified 712 applicants could have been negatively impacted by this policy. Moreover, 60% of Fall (n=332/551) and 64% of Spring (n=104/161) applicants appraised with P/S/CR/D+/D-/ grades chose not to attend, which may have potentially impacted enrollment of these transfer students.

Grade	Number of Grades
<i>Fall 2024</i>	
P	527
S	283
CR	51
D+	111
D	816
D-	46
<i>Spring 2025</i>	
P	127
S	102
CR	27
D+	33
D	278
D-	18

Funding Source:

No additional funding is necessary.

Supporting Reasons and Timing for the Recommendation:

We would like this to be effective for Fall 2025 admissions

Potential Concerns Arising from the Recommendation and Steps Needed to Address Them:

No concerns

Management Recommendation: Approval

Credit for Prior Learning (Undergraduate Catalog)

The Credit for Prior Learning (CPL) program at Indiana State University is dedicated to recognizing and valuing the learning gained from students' diverse experiences outside the classroom. Through the University's commitment to excellence, we empower students, including those from professional and military backgrounds, to earn college-level academic credit toward their degree goals as they embrace lifelong learning.

~~Indiana State University offers opportunities for non-traditional adult students to earn credit toward a degree for knowledge they have acquired outside of the college classroom that is equal to college-level learning. Credit may or may not be awarded, dependent upon the outcome. If you are looking for information about transfer credit from another college please go [here](#).~~

~~Through these opportunities,~~

~~Students can earn up to 63 credit hours towards the baccalaureate degree and **up to one third 25%** percent of an undergraduate certificate. Students should discuss the applicability of the options below CPL with their advisor.~~

~~Advanced Placement (AP)~~

~~College Level Examination Program (CLEP)~~

~~Department Exams/Credit for Prior Learning~~

~~Military Credit for Prior Learning~~

~~Portfolio Assessment~~

~~Dantes Standardized Subject Tests (DSST)~~

~~Dual Credit~~

~~Excelsior College~~

~~Cambridge Assessment International Education~~

~~International Baccalaureate~~

~~Non-Native (Foreign) Language Placement~~

~~FAA-Airman Knowledge Testing~~

~~Credit earned this way counts toward graduation requirements, but does not count towards resident credit. Students cannot receive additional credit, **beyond transferred credits, for CPL previously awarded by another university** for of these types for courses for which they have already received credit.~~

Advanced Placement

~~Students must participate in Advanced Placement (AP) courses and testing at their high schools. Students are responsible for designating their AP scores be reported to Indiana State University Admissions Office.~~

~~Additional Information:~~

- ~~• Cost is \$96 per exam~~
- ~~• Equivalencies —~~

College Level Examination Program (CLEP)

~~CLEP The College Level Examination Program® (CLEP®) gives you the opportunity to earn college credit for what you already know with qualifying scores on one or more CLEP examinations. These exams test your knowledge of introductory college-level subjects. Most CLEP exams are designed to correspond to one-semester courses, although some correspond to full-year or two-year courses.~~

~~Additional Information:~~

- ~~• To Register for a CLEP go to the College Board website.~~
- ~~• The cost is \$89 per test with time limits of 90-120 minutes depending on the test.~~
- ~~• Most tests are online multiple choice with some numeric answers.~~

- ~~Scores are immediately available at the testing site. Score reports are available within 1 business day with the exception of written essays which may take up to 2-3 weeks and are mailed to the tester.~~
- ~~Students may send their scores to colleges/universities free of charge at the time of registration. After testing, student can order an official transcript for \$20.~~
- ~~CLEP Equivalencies~~

Department Exams, ~~Credit for Prior Learning~~ and **Portfolios Assessments**

~~Departmental Exams and Prior Learning Portfolio Assessments are charged 25% of the Undergraduate or Graduate Resident Fees in effect at the time of the exam/assessment (except for Non-Native (Foreign) Language Placement). Prior Learning Credit CPL may be awarded using a variety of criteria, which may be different for each department.~~

~~Indiana State awards both g Graduate and undergraduate credit for prior learning can be earned through the following assessments methods:~~

~~American Council of Education (ACE) credit recommendations for military and industry training (not eligible for resident credit)~~

- ~~Departmental challenge exam~~
- ~~Assessment of certificates and licensures awarded by other entities (not eligible for resident credit)~~
- ~~Departmental challenge exam (eligible for resident credit)~~
- ~~Portfolio assessment through the **Prior Learning Assessment Form** (eligible for resident credit)~~

~~Departmental Exams and Prior Learning Assessments charge 25% of the Undergraduate or Graduate Resident Fees in effect at the time of the exam/assessment (except for Non-Native (Foreign) Language Placement). Prior Learning Credit may be awarded using a variety of criteria which may be different for each department.~~

~~Approved for Prior Learning~~

~~**Guidelines for Credit Transfer**~~

- ~~Students **must** obtain their academic advisor's approval prior to registering for any examination or submitting a portfolio to ensure departmental standards are satisfied.~~
- ~~Credit earned through the Credit by Exam Program may apply toward graduation or degree requirements or elective hours within individual programs.~~
- ~~Students do not receive a grade for credit earned through the exams and portfolio assessments inations (assessments).~~
- ~~No credit is awarded in a general examination/assessment area if the student has completed two or more college-level courses in that general examination/assessment area.~~
- ~~No credit is awarded in a subject examination/assessment area if the student has already earned college-level credit in that subject area.~~
- ~~Students cannot receive duplicate credit, either for prior formal coursework or for coursework scheduled at Indiana State University. Therefore, it is important for students to plan their CPL and academic schedule with an academic advisor.~~

~~**Prior Learning Assessment**~~

~~Indiana State awards both graduate and undergraduate credit for prior learning through the following assessments methods:~~

- American Council of Education (ACE) credit recommendations for military and industry training
- Departmental challenge exam
- Assessment of certificates and licensures

Get Started

- Contact your advisor as well as your department to find out if a Prior Learning Assessment is right for you.
- Complete the **Prior Learning Assessment Form** and follow the instructions on the form.
- Prepare for your department's method of assessment.

Examples of Prior Learning Documentation

Depending on the type of CPL Prior Learning Assessment your department requires, the following examples of Prior Learning documentation may be useful to gather for Portfolio assessment or assessment of certificates and licensures:

- Completion of recognized academic programs
- Certificates and other credentials with their fulfillment criteria
- Curriculum vitae or resume
- Documentation of project management skills
- Documentation of skills consistent with those expected in the course being reviewed (e.g., an animated short film, a mobile application, an e-commerce website)
- Job descriptions
- Passing a comprehensive examination on the contents of the course
- Service to a nongovernmental organization or the government (e.g., a volunteer organization, the military, diplomatic corps)
- Report on funded and unfunded research projects
- Syllabi of courses covering similar content
- Testimonials of course-related knowledge and skills acquisition
- Documentation of professional activities clarifying acquired knowledge and skills concerning the course's content and success criterias, such as developing a website for a community service organization, contributing to IT fair projects, mentorship, performance reviews, presenting or publishing scholarship, and producing a video

Military Credit for Prior Learning

Given the uniqueness of military training and occupations, credit can be awarded based upon what a student has learned within the military.

- Students must submit their Joint Services Transcript (JST) to the office of admissions
- Once the transcript is received and the student is admitted the military coursework is processed
 - The American Council on Education (ACE) Military Guide is used to help determine equivalencies for each course
 - The course evaluation will be conducted by each department involved
- If the student had any occupations in the military, the CPL Council taskforce will utilize the ACE Military Guide for assistance to determine if any CPL credit for prior learning will be assessed beyond the military courses listed on the JST.
 - If a determination is made that the student will receive credit for their occupation, it will be added to the student's record and documented in a Crosswalk Chart for future students

Portfolio Assessment

Bayh College of Education
College Equivalency Examinations

College Level Examination Program (CLEP)

CLEP The College-Level Examination Program® (CLEP®) gives you the opportunity to earn college credit for what you already know with qualifying scores on one or more CLEP examinations. These exams test your knowledge of introductory college-level subjects. Most CLEP exams are designed to correspond to one-semester courses, although some correspond to full-year or two-year courses.

Additional Information:

- To Register for a CLEP go to the College Board website.
- The cost is \$89 per test with time limits of 90-120 minutes depending on the test.
- Most tests are online multiple choice with some numeric answers.
- Scores are immediately available at the testing site. Score reports are available within 1 business day with the exception of written essays which may take up to 2-3 weeks and are mailed to the tester.
- Students may send their scores to colleges/universities free of charge at the time of registration. After testing, student can order an official transcript for \$20.
- CLEP Equivalencies

Students cannot receive residency credit for this type of CPL.

Dantes Standardized Subject Tests (DSST)

The DANTES Subject Standardized Tests (DSST) are standardized, college credit-granting exams maintained by Prometric. A form of prior learning assessment, DSSTs offer students a cost effective, time-saving way to use their knowledge acquired outside of the classroom (perhaps from reading, on-the-job training, or independent study) to accomplish their educational goals.

Additional Information:

- To Register for a DSST go to getcollegecredit.com
- The cost is \$120 per test. DSST time limits are 120 minutes per test.
- Most tests are online multiple choice with some numeric answers.
- Students may send their scores to colleges/universities by ordering an official transcript for \$30
- DSST Equivalencies

Students cannot receive residency credit for this type of CPL.

Cambridge Assessment International Education

Indiana State University accepts credit by exam from Cambridge Assessment International Education. Information about the Cambridge Assessment International Education exams can be found [here](#).

Additional Information

- Cost varies by exam.

Students cannot receive residency credit for this type of CPL.

College Course Work in High School

Advanced Placement

~~Students must participate in Advanced Placement (AP) courses and testing at their high schools.~~

Students are responsible for designating their Advanced Placement (AP) AP scores be reported to Indiana State University Admissions Office.

Additional Information:

- Cost is \$96 per exam
- Equivalencies

Students cannot receive residency credit for this type of CPL.

Dual Credit

Students who have earned dual credit from high school, another college or university must have a copy of their transcript sent to admissions@indstate.edu in order to receive credit. Dual credit is an excellent and affordable way for high school students to earn college credit that will count towards a degree and to experience college-level coursework. For more information about Indiana State's Dual Credit program, please visit ISU's College Challenge website.

Additional Information:

- Cost will vary by college attended
- Equivalencies can be found in Transferology

Students cannot receive residency credit for this type of CPL, unless courses were taken at Indiana State University.

International Baccalaureate Credit

The International Baccalaureate Program, or IB, is offered as a secondary program of study in high school throughout the United States and around the world in 150 countries. Upon completion of IB courses, students take written exams in each of the 6 major subject areas offered twice a year in November and May. Scores range from 1-7 in each subject area. Indiana State University accepts credit by exam from International Baccalaureate.

Additional Information

- Equivalencies
- Cost will vary by school

Students cannot receive residency credit for this type of CPL.

Excelsior College

~~Excelsior College will no longer offer UExcel exams after the Summer 2022 trimester. If you are interested in taking a UExcel exam(s), the deadline for registration is Thursday, June 30. The last day to take a UExcel exam is Sunday, August 21.~~

Cambridge Assessment International Education

~~Indiana State University accepts credit by exam from Cambridge Assessment International Education. Information about the Cambridge Assessment International Education exams can be found here.~~

~~Additional Information~~

- ~~• Cost varies by exam.~~

Non-Native (Foreign) Language Placement

~~Students who have satisfied the Foundational Studies non-native language requirement and who wish to take further course work in a language MUST take the **Language Placement Examination** in order to determine the level of language course work most appropriate for them. Depending upon the level of placement, students may receive credit for their knowledge of the language, some of which may count toward Foundational Studies Requirements. Indiana State University offers Language Placement Examinations in Latin, French, Japanese, German and Spanish. NOTE: The Language Placement Examination is NOT designed to be used as a test-out exam. The Language Placement Examination should be taken before attending State Orientation.~~

~~There is NO charge to take the Non-Native (Foreign) Language Placement. This is an online test which should take 30-60 minutes.~~

Instructions for Placement Test

Latin

~~To take the Latin Placement Test, [click here](#).~~

French, German, Spanish, and Japanese

- ~~• Instructions for French, German, Spanish, and Japanese Placement Test, [click here](#).~~
- ~~1. To get a test code and password to take the placement test, [click here](#).~~

2. After receiving your test code and password, take the placement test, [click here](#).

You may request a test code and password to take any of the language tests but are limited to taking each language test only once.

Students MUST take a Placement Exam in order to be eligible for the following credits.

- Student placed in 102 will be granted credit for 101 upon successful completion of 102, with C+ or better.
- Students placed into 201 who complete 201 with a C or better will earn 9 credits for 101, 102 and 201.
- Students placed into 202 who complete 202 with a C or better will earn 12 credits for 101, 102, 201 and 202
- Back credit will be processed the semester following completion of the course the student placed into via placement Test
- The student MUST take the placement exam and complete the course that the placement test recommends.

Avant PLACE SCORES FOR PLACEMENT IN FRENCH, GERMAN, SPANISH, and JAPANESE	SCORES FOR PLACEMENT IN LATIN
1 Place into 101	10-14 — place into 102
2-2* Place into 102	15-19 — place into 201
3-3* Place into 201	20-29 — place into 202
4-4* Place into 202	30 — place into 301
5 and above place into 300-level	-

FAA-Airman Knowledge Testing

University Testing Office offers a full range of Federal Aviation Administration Airman Knowledge Testing. FAA knowledge tests are available most days of the week to both ISU students and the general public.

To schedule an appointment for the Airman Knowledge Test, applicants must first establish an FAA Tracking Number (FTN) within IACRA before taking any FAA airman knowledge test. This identification number will be printed on the applicant's Airman Knowledge Test Report (AKTR) in replacement of the Applicant ID number. If you already have an FTN you may use it when registering. If you do not have an FTN, please register for an FTN in IACRA, applicants need to visit the IACRA Website by going [IACRA](#) and following the instructions provided.

You must register and schedule your exam thru PSI. Once you have your FAA Tracking Number (FTN), go to [PSI](#) to register and schedule your test or call toll free, to schedule with a customer service representative, at (800) 947-4228.

All FAA Exams are to be paid in advance of your scheduled appointment. To register and pay for your FAA exam.

Endorsements and Authorizations

It is the test candidates responsibility to have proper ID(s), authorizations, re-test authorizations, certificates, logbooks, and proof of residence if required. **Be sure to refer to your PSI instructions concerning specific requirements, and flight tools that you may bring to the testing site.** Before you schedule an exam, be sure to review the FAA guidelines for test authorization and be sure you have all the required documentation with you on your test date. Several exams require flight instructor endorsements. You can review the authorization requirements for your specific situation and exam by [viewing the FAA's official authorization requirements matrix](#).

NOTE: An applicant retesting AFTER FAILURE is required to submit the original failed test report indicating failure. Some tests require an endorsement from an authorized instructor who gave the

applicant the required additional training. The endorsement must certify the applicant is competent to pass the test. If you no longer possess the original test report, you may login to the PSI website to print a duplicate.

Candidates who do not meet authorization requirements will not be able to test and must reschedule. Before you make an appointment, please review the acceptable forms of identification below and be sure you have all the required documentation with you on your test date.

Acceptable forms of identification

ALL Applicants	U.S. Citizens and Resident Aliens	Non-U.S. Citizens
Identification information must be—	•Identification card issued by any U.S. state, territory or government entity	•Passport
•Valid	•(e.g. Driver permit or license, government identification card, or military identification card)	-
•Current	-	— AND
-	— OR	•Driver permit or license issued by a U.S. state or territory
Identification must include ALL of the following information	•Passport	-
•Photo	-	— OR
•Date of Birth	— OR	•Identification card issued by any government entity
•Signature	•Alien residency card	
•Physical residential address	-	

Get Started

- Contact your advisor as well as your department to find out if a Credit for Prior Learning CPL Assessment is right for you. They will inform you about the process and personnel who will support you in this appraisal of your prior learning.
- Complete the Prior Learning Assessment Form and follow the instructions on the form.
- Prepare for your department's method of assessment.

For more information on Credit for Prior Learning contact CreditforPriorLearning@indstate.edu or the Office of the Registrar at 812-237-2020 or registrar@indstate.edu.

Transfer and Award of Academic Credit (Undergraduate)

General Policy. Indiana State University acknowledges the importance of recognizing demonstrated student proficiencies. In addition to taking courses at Indiana State University, students may earn academic credits at another institution that may be applicable to degree requirements. Credits are awarded on a semester-hour basis and may be awarded by the following methods:

Advanced Placement and Prior Learning Credit Credit for Prior Learning. Indiana State University offers opportunities for students to earn credit toward a degree for knowledge and experience they have already acquired. Students can earn up to 63 credits towards a baccalaureate degree and up to one third 25% percent of an undergraduate certificate. Students can earn credit for prior learning through military and industry training, assessment of certificates and licensures awarded by other entities, departmental challenge exams, and portfolio assessment. Students may also be eligible for credit through college equivalency examinations and college coursework in high school. Credit earned this way counts toward graduation requirements but does not count towards resident credit. Students cannot receive this type of credit for courses where credit has already been earned. Fees associated with award of this credit are determined on a bi-annual basis by the Indiana State University Board of Trustees. The University Board of Trustees reserves the right to change fees at any time.

Placement Exam and Award of Back Credit. Indiana State University recognizes prior experiences in university-approved academic areas for students to earn back credit when exam results place them beyond the introductory level. Students must register for and pass the academic course with a specific letter grade for back credit to be awarded.

Non-Native (Foreign) Language Placement

Students who have satisfied the Foundational Studies non-native language requirement and who wish to take further course work in a language **MUST** take the **Language Placement Examination** in order to determine the level of language course work most appropriate for them. Depending upon the level of placement, students may receive credit for their knowledge of the language, some of which may count toward Foundational Studies Requirements. Indiana State University offers Language Placement Examinations in Latin, French, Japanese, German and Spanish. **NOTE:** The Language Placement Examination is **NOT** designed to be used as a test-out exam. The Language Placement Examination should be taken before attending State Orientation.

There is **NO** charge to take the Non-Native (Foreign) Language Placement. This is an online test which should take 30-60 minutes.

Instructions for Placement Test

Latin

To take the Latin Placement Test, **click here.**

French, German, Spanish, and Japanese

- Instructions for French, German, Spanish, and Japanese Placement Test, [click here.](#)
- 1. To get a test code and password to take the placement test, [click here.](#)
- 2. After receiving your test code and password, take the placement test, [click here.](#)

You may request a test code and password to take any of the language tests but are limited to taking each language test only once.

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3-3* Place into 201	20-29	place into 202
4-4* Place into 202	30	place into 301

5 and above place into 300-level

Associate Degree Waivers. Undergraduates who earn an Associate of Arts (A.A.), Associate of Science (A.S.), or Associate of Applied Science (A.A.S.) degree, or have 75 or more transferable credit hours from an accredited institution will be eligible for applicable waivers to Indiana State University's Foundational Studies requirements.

Foundational Studies Requirement	A.A. or A.S.	A.A.S	ICC/GEC C	75-89.9 Transfer Hours	90+ Transfer Hours
Freshman Composition	✓	✓	✓	✓	✓
Junior Composition					
Communication	✓	✓	✓	✓	✓
Quantitative Literacy	✓	✓	✓	✓	✓
Health and Wellness	✓	✓		✓	✓
Science and Laboratory	✓	✓	✓	✓	✓
Social and Behavioral Sciences	✓	✓	✓	✓	✓
Literary Studies	✓		✓	✓	✓
Fine and Performing Arts	✓		✓	✓	✓
Historical Perspectives	✓		✓	✓	✓
Global Perspectives and Cultural Diversity	✓		✓		✓
Ethics and Social Responsibility			✓		
Upper-Division Integrative Elective					
High Impact Practice		✓		✓	✓

Individual Transfer Course Equivalencies. Undergraduates who complete course work at another accredited college or university may be eligible for earned transfer credit at Indiana State University if the following conditions are met:

- Course work must be completed at an accredited institution (recognized by CHEA) in the United States or at an officially recognized international institution.
- Course work must be college-level.
- Course work must reflect a final grade earned of C- or better (or equivalent).

Course equivalency means that a transfer course is a discipline-specific equivalent to a specific Indiana State University course or Foundational Studies requirement. Elective credit is assigned for courses that meet transfer requirements, but for which no equivalency is determined. If a student changes their program, the new academic area will review transfer work that applies to the program. Academic deans have final approval of the applicability of transfer credits to requirements within their college.

Military Credit. Credit will be granted by Indiana State University according to the guidelines of the American Council of Education (ACE). If ACE guidelines conflict with Indiana State University policies, the latter takes precedence. Students who have successfully completed college-level studies or DANTES exams while in the military may be eligible to receive credit if their official military transcript indicates attainment of college-level equivalency. Credit for military training and experience is granted based on official Joint Services Transcripts and/or discharge form (DD214). All service members qualify for 8-14 credits, based on completion of basic training and length of service as indicated on the

DD214. ~~Three~~ credits are awarded for physical education along with CRIM 298 and CRIM 498 with completion of basic training. Additional elective credit is granted for service time as follows: 2 credits for 12-15 months service; 3 credits for 16-17 months service; 4 credits for 18-19 months service; 5 credits for 20-21 months service; 6 credits for 22 months or more of service. ~~A maximum of 63 credits may be granted based on a combination of service, training, and education while in the military.~~ Credit from the Community College of the Air Force (CCAF) is applied per Indiana State University's individual transfer course equivalencies guidelines.

Process: Students should submit their Joint Services Transcript and all other transcripts to the Admission's Office. Once the coursework is entered into the Student Information System, ~~departments are notified to~~ the Office of the Registrar evaluates the course and ACE Military Guide recommendations for credit. ~~Departments will make their decision on what course equivalencies are given.~~ The Registrar's Office will enter this information into the Student Information System. The equivalencies will then be shown on a student's MySAM account showing their degree progress. Students are notified via email once the process is complete.

Program Articulations. These are agreements between Indiana State University and the respective institutions on pathways for students to transfer to Indiana State University. Students must complete the degree and meet the requirements outlined in the agreement. The Provost and Vice President for Academic Affairs or designee is the final signatory for these types of agreements.

Statewide Indiana Transfer Initiatives. Indiana State University supports transfer students by supporting the following State of Indiana Transfer Initiatives.

- **Core Transfer Library (CTL).** Students who successfully complete CTL courses at Indiana public and participating private institutions can transfer those courses to Indiana State University to meet determined course equivalencies.
- **Indiana College Core.** Successful completion of the Indiana College Core, previously named Statewide Transfer General Education Core, at an Indiana public institution of higher education transfers as a block of 30 earned credits towards completion of the Foundational Studies requirements at Indiana State University.
- **Transfer Single Articulation Pathway.** Transfer students who complete an eligible Transfer Articulation Pathway (TSAP) program and have been admitted to the corresponding baccalaureate program at Indiana State University are granted a block of 60 earned credits from the respective associate degree. TSAP's are degree completion programs that enable students to earn a baccalaureate degree after completing an additional 60 credits as required by the respective major.

Academic deans have approval on the applicability of academic credits to requirements within their college. Credit identified and awarded in the transfer and award of academic credit policy are excluded and do not count toward the 30 required hours of residence credit for graduation.

2g Revision to Policy 305.21

Date Prepared: May 27, 2025
From: Faculty Senate
Prepared by: Susan Powers, Vice Provost Academic Affairs
Presented by: Christopher Olsen, Provost and Vice President Academic Affairs
Presented at: June 27, 2025
Subject: Revision of Policy 305.21
Disposition: Item is for **Action**

Objective:

Modify Policy 305.21 to reflect the changes required by the Indiana Legislature

Background of Issue:

Recent legislative changes require the inclusion of workload data into post-tenure review. The modifications to this policy include measures of performance and productivity.

Funding Source:

No additional funding is necessary.

Supporting Reasons and Timing for the Recommendation:

The new law goes into effective July 1, 2025

Potential Concerns Arising from the Recommendation and Steps Needed to Address Them:

No concerns

Management Recommendation: Approval

305.21 Post-Tenure Review and Continued Evaluation

305.21.1 Post-Tenure Review and Continued Evaluation of Faculty. In accordance with Policy 130.3.10, Certain Matters Regarding the Evaluation of the Faculty of the University, **the Board of Trustees has established, and** the Provost shall ensure that tenured faculty, post-probationary instructors, and senior instructors are evaluated for their performance **and productivity** no later than every five (5) years. ~~The Provost and the Faculty Senate shall establish a Faculty Performance Evaluation procedure document that provides how post-tenure review will be conducted.~~ The substantive evaluation criteria shall be consistent with those for the evaluation of non-tenured faculty, Policy 305.3.2, Consistent Evaluative Criteria. **Measures for satisfactory performance and productivity will respect the wide variety of teaching, scholarship, and service expectations and responsibilities across the University. These will include teaching workload at the undergraduate and graduate levels, the time spent on instructional assignments and overseeing graduate students, in addition to scholarship and service to the university, community, and academic discipline. Each year the Board of Trustees will receive a summary report of faculty evaluations.**

2h Revision to Policy 310.1.2

Date Prepared: May 27, 2025
From: Faculty Senate
Prepared by: Susan Powers, Vice Provost Academic Affairs
Presented by: Christopher Olsen, Provost and Vice President Academic Affairs
Presented at: June 27, 2025
Subject: Revision to Policy 310.1.2
Disposition: Item is for **Action**

Objective:

Modify Policy 310.1.2 to meet the requirements under HEA 1001

Background of Issue:

Changes to the policy will allow us to meet the posting of syllabi requirement.

Funding Source:

No additional funding is necessary.

Supporting Reasons and Timing for the Recommendation:

The new law goes into effective July 1, 2025

Potential Concerns Arising from the Recommendation and Steps Needed to Address Them:

No concerns

Management Recommendation: Approval

310.1.2 Course Syllabi and Course Schedules

Faculty members are required to prepare ~~course outlines and~~ syllabi and course schedules for their courses. Two (2) or more faculty teaching the same course may use the same ~~outline or~~ syllabus and course schedule. ~~An outline of each course shall be available to students from the beginning of each term.~~ The full schedule for each course will be available to students from the beginning of each term within the site designated in the Learning Management System. Course schedules should be published and accessible to students throughout the term and the schedule may be revised; assignments cannot be added or significantly revised after the term begins. Faculty are expected to inform students of revisions to the information provided in course ~~outlines and syllabi~~ schedules when they are made. A syllabus for each course will be made available on the University's public website; each syllabus will conform to the University's established template.

310.1.2.1 Required Elements for Syllabi. Each ~~outline and~~ syllabus ~~shall~~ will provide information that facilitates communication and promotes student success. This ~~shall~~ will include: University contact information for the faculty member and the department in which the course is offered; faculty office hours; a list of required course texts and materials ~~and how they will be used in the course~~; an explanation of how course grades will be determined; and ~~an explanation for assignments requiring more than two weeks for grading~~ the course learning objectives. ~~Faculty are encouraged to review department and College guidelines for preparation of course outlines and syllabi.~~ Each syllabus will be based on the template established by the University for consistency and for ease of review by students.

310.1.2.2 Required Elements for Course Schedules. Each Course Schedule will be available to students from the beginning of each term within the site designated in the Learning Management

System. The Schedule should include information specifically to facilitate student success and accountability, as well as required elements related to expectations for attendance, grade reporting, and accessibility resources. Course Schedules should also include an explanation of how required texts and materials will be used in the course and for any assignments requiring more than two weeks for grading.

310.1.2.2 3 College and Departmental Required Elements for Course Schedules. Colleges and/or departments may establish additional required elements ~~on outlines and syllabi~~ for Course Schedules through appropriate governance processes.

2i Amendment to Policy 923 Non-Discrimination and Anti-Harassment

Date Prepared: June 9, 2025
From: Mike Godard, President
Prepared by: J.D. Lux, General Counsel
Presented by: Chris Olsen, Vice President for Academic Affairs and Provost
Presented at: June 27, 2025
Subject: Amendment to Policy 923 Non-Discrimination and Anti-Harassment
Disposition: Item is for **Action**

Objective: Add to Policy 923 the definition of Antisemitism used by the International Holocaust Remembrance Alliance and explicitly prohibit acts of antisemitism on campus.

Background of Issue: Indiana State University policy does not define antisemitism. University policies prohibit behavior and conduct that could be considered antisemitic, if such behavior and conduct is directed toward members of the Jewish faith or nationality. Policy 923 applies to protecting members of a protected class from harassment directed towards those members of the protected class, which would include persons of the Jewish faith or nationality.

Funding Source: No additional funding is necessary.

Supporting Reasons and Timing for the Recommendation: Pursuant to Governor Braun's Executive Order 25-39, *Ensuring Student Safety at State Educational Institutions*, the Indiana Commission for Higher Education ("Commission") is surveying the state educational institutions to report to the Governor on how each institution defines antisemitism and responds to acts of antisemitism on its campuses. In EO 25-39 the Commission shall use the definition adopted on May 26, 2016, by the International Holocaust Remembrance Alliance ("IHRA") for the purposes of its report. Each institution is asked to provide the following to the Commission by June 30th:

- Share your institution's definition of *antisemitism* and the effective date.
- If the definition was changed on or after March 13, 2025, share your institution's previous definition and effective date, or note that no definition previously existed.
- Indicate whether the institution's definition matches the IHRA's definition. If not, explain why.
- Share your institution's policy on antisemitic actions and speech and the effective date.
- If the policy was changed on or after March 13, 2025, share your institution's previous policy and effective date, or note that no policy previously existed.

While there have been no substantiated acts of antisemitism at Indiana State, and current policy precludes discrimination on basis of race, national origin, religion and all other protected classes, having antisemitism defined and explicitly prohibited would inform the campus community that all acts of antisemitism are prohibited and will not be tolerated.

Potential Concerns Arising from the Recommendation and Steps Needed to Address Them:

No concerns.

Management Recommendation: Approval of the following proposed changes to Policy 923:

923.2 Definitions

a. Antisemitism: A certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.

923.3 Categories of Prohibited Conduct

923.3.2 Prohibited Harassment. Prohibited Harassment may be categorized as hostile environment harassment or *quid pro quo* harassment. Hostile environment harassment is defined as unwelcome verbal or physical conduct directed toward an individual because of their membership in a protected class (or a perception that someone is a member of a protected class) that has the purpose or effect of substantially interfering with the individual's educational or work performance, or creating an intimidating, hostile or offensive working or academic environment. A person's subjective belief that behavior is intimidating, hostile, or offensive does not make that behavior harassment. The behavior must create a hostile environment from both a subjective and objective perspective and must be so severe, persistent, or pervasive that it unreasonably interferes with, limits, or deprives a member of the community of the ability to participate in or to receive benefits, services, or opportunities from the University's education or employment programs and/or activities. In determining whether a hostile environment exists, the University examines the context, nature, scope, frequency, duration, and location of incidents, as well as the relationships of the persons involved. This includes, for example, conduct towards another person or identifiable group of persons that is determined to have been motivated by Antisemitism, or any other hatred, prejudice or discrimination against a particular religious belief.

2j Amendment to Policy 920 Equal Opportunity & Affirmative Action

Date Prepared: June 20, 2025
From: Mike Godard, President
Prepared by: J.D. Lux, General Counsel
Presented by: Diann McKee, Senior Vice President of Finance & Administration/Treasurer
Presented at: June 27, 2025, Meeting of Board of Trustees
Subject: Amendment to Policy 920 Equal Opportunity and Affirmative Action
Disposition: Item is for **Action**

Objective: Modify University Policy 920, Equal Opportunity and Affirmative Action to comply with Presidential Executive Order 14173, *Ending Illegal Discrimination and Restoring Merit-Based Opportunity* (“EO 14173”) and Senate Enrolled Act 289 (“SEA 289”).

Background of Issue: Policy 920 has been implemented to comply with Presidential Executive Order 11426 (“EO 11426”), which was first enacted by President Lyndon Johnson in 1965 to prevent discrimination by federal contractors based on race, color, religion, and national origin, and later included sex, sexual orientation, and gender identity. It also mandated affirmative action plans to promote equal employment opportunities. EO 14173 revoked EO 11426 thereby eliminating some of the requirements that had been incorporated into University Policy 920. Senate Enrolled Act 289 signed into law by Governor Braun makes it unlawful discrimination to take employment action based on a personal characteristic of an individual.

Funding Source: No additional funding necessary

Supporting Reasons and Timing for the Recommendation: Considering the repeal of EO 11426 and the enactment of SEA 289 into law, Policy 920 should be updated to reflect the most recent and current EO applicable to federal contractors and changes in Indiana law effective July 1, 2025.

Potential Concerns Arising from the Recommendation and Steps Needed to Address Them: No Concern.

Management Recommendation: Approval of the following proposed changes to Policy 920:

920 Equal Opportunity and Affirmative Action

920.1 Purpose

Indiana State University is committed to the principles of affirmative action and equal opportunity in its operations, ~~and in creating an inclusive environment such in diversity in all of its activities.~~

920.2 Equal Employment Opportunity

In this regard, Indiana State University will provide equal opportunity in the recruitment, hiring, promotion, and education of all individuals, regardless of age, disability, genetic profile, national origin,

pregnancy, race/color, religion, sex, gender, gender identity or expression, sexual orientation, veteran status, or any other class protected by federal and state statutes.

920.3 Non-Discrimination

Indiana State University prohibits discrimination of protected classes defined by federal and state statutes. on the basis of: age, disability, genetic information, national origin, pregnancy, race/color, religion, sex, gender, gender identity or expression, sexual orientation, veteran status, or any other class protected by federal and state statutes. Policy 923 Non-Discrimination and Anti-Harassment provides more specific information about ISU's commitment to ensuring that the university educational and employment environments are free from discrimination or harassment.

As identified in [Policy 923 Non-Discrimination and Anti-Harassment](#), all reports of discrimination should be directed to:

Equal Opportunity and Title IX Office
Rankin Hall, Room 426
Indiana State University
Terre Haute, Indiana 47809
(812) 237-8954
Equalopportunity-titleix@indstate.edu

920.4 Affirmative Action in Employment

Indiana State University will take affirmative action as required by applicable laws, ~~including Executive Order 11426~~, to ensure that ~~minority group individuals, women,~~ individuals with disabilities and protected veterans ~~have equal chances at joining are introduced into~~ our workforce and are equally considered for promotional opportunities.

920.5 Equal Employment Opportunity/Affirmative Action Clause

The "Equal Employment Opportunity/Affirmative Action Employer" clause will be included in all official University publications, purchase orders, leases, contracts and documents ~~covered by Executive Order 11246, as amended, and any implementing regulations~~ where necessary.

920.6 Responsibility for Implementation of Policy

The EEO Coordinator has primary responsibility and accountability for implementing, directing, and monitoring ISU's Affirmative Action Program. This policy will be communicated to current and prospective employees and students annually.

2k Proposed Modifications to Policy 410 Code of Student Conduct

Date Prepared: May 21, 2025
From: Dr. Heather Webb, Dean of Students
Prepared by: Dr. Heather Webb, Dean of Students
Mr. Craig Enyeart, Director of Student Support & Accountability
Presented by: Dr. Christopher Olsen, Provost & Vice President for Academic Affairs
Presented at: June 27, 2025
Subject: Proposed Modifications to Policy 410 Code of Student Conduct
Disposition: Item is for **Action**

Objective:

This modification to Policy 410 Code of Student Conduct would require future changes pertaining to the rights of students and policies for which a student may be found responsible go to the Board of Trustees for approval, while changes that are editorial or procedural be approved by the Provost. Additional modifications to Policy 410 include changes to align with the recent administrative reorganization, changes to definitions to align with the recent passage of the Stop Campus Hazing Act, changes to align with proposed modifications to Policy 923, and editorial/grammatical changes.

Background of Issue:

This change will allow more flexibility to meet the needs of our changing student population to provide a timely resolution process, as well as flexibility to align with changing legislation, such as the Stop Campus Hazing Act. Editorial changes aid in the readability of the document to enhance student understanding.

Funding Source:

No additional funding is necessary.

Supporting Reasons and Timing for the Recommendation:

Publication of updated Policy 410 Code of Student Conduct prior to the start of the 2025-26 Academic Year.

Potential Concerns Arising from the Recommendation and Steps Needed to Address Them:

No concerns

Management Recommendation: Approval

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INTRODUCTION

The Code of Student Conduct (Code) contains policies governing the behavior of all students and student organizations at Indiana State University. The Code outlines the rights and responsibilities of students, behavioral expectations, prohibited conduct, and an overview of the conduct process. Definitions for terminology as well as acronyms used throughout the Code may be found in Appendix A.

Indiana State University strives to foster an atmosphere of learning and informed decision-making wherein students can ~~be successful~~ ~~succeed~~ with an understanding of expectations, process, rights, consequences and opportunity for success. ~~One pathway to creating this atmosphere of learning is through educational reflection.~~

Students and student organizations are expected to conduct themselves in accordance with these policies while aspiring to the “Sycamore Standard” (Appendix B). Aside from personal responsibility, students and student organizations are responsible for the actions of their guests and/or associates.

This Code addresses prohibited conduct that takes place on University premises and addresses off-campus conduct when the behavior may have, or has had, an adverse impact upon the University community. This Code also applies to University sponsored events (e.g. Activities, trips, banquets), which may occur off campus.

The Board of Trustees has approved these regulations and has empowered the President of the University and ~~his/her~~ ~~their~~ designees to enforce the regulations, adjudicate allegations, and assign appropriate conduct resolution outcomes. The Code will be provided annually to all members of the University community via electronic means.

Amendments to ~~the~~ Code are outlined in University Policy Library 410: Code of Student Conduct.

Students agree to abide by these policies as a condition of admission and are expected to know the regulations of the University and conduct themselves in harmony with these regulations.

1.0 STUDENT RIGHTS, RESPONSIBILITIES, AND EXPECTATIONS

1.1 Student Rights

- All students have the same rights and responsibilities.
- A student has the right to participate in a free exchange of ideas and peaceful assembly in accordance with applicable federal, state, and local laws.
- Each student has the right to be free from discrimination; including but not limited to harassment, ~~on the basis of~~ ~~based on~~ race, sex, gender, religion, disability, age, national origin, sexual orientation, or veteran status.

- A student has the right to personal privacy except as otherwise provided by law and University policy/ procedure.
- The rights to fair and equitable procedures determining when and upon whom consequences for violation of campus policies should be imposed.

1.2 Student Conduct Procedural Rights

Students accused of a policy violation have the following rights:

- choose whether to attend or not attend any conduct process or submit a written presentation of their case prior to the schedule process (4.3.8).
- access a University Conduct Advisor (4.3.9);
- a fair, equitable, and timely process;
- provide witnesses (4.3.10);
- be presumed not responsible until the conclusion of the conduct process if the standard of proof is present; and,
- review – not receive – copies of all relevant information regarding their conduct case in order to prepare a defense.

See also 4.3.7

1.3 Student Responsibilities

- All students are responsible for conducting themselves in a manner that helps enhance an environment of learning in which the rights, dignity, worth, and freedom of each member of the University community are respected Upon acceptance of admission to ISU, each student agrees to abide by the policies of the University and to conduct her/himself on- and off-campus in a manner consistent with its educational mission.
- A student has the responsibility to be knowledgeable ~~with~~-about the published Code of Student Conduct in its entirety and to comply with the policies as well as all federal, state, and local laws.
- Academic units and administrative departments have policies specific to their areas. It is the responsibility of each student to be familiar with ~~his/her~~ their college's ~~or department's~~ ~~University~~-policies and procedures.
- Students are expected to have University-issued identification at all times.

1.4 Student's Relation to University Community

Indiana State University, as an institution of higher education, has rights and responsibilities of its own, including:

- To provide opportunities for students of the University to present and debate public issues
- To require persons on University-owned or -controlled property to present appropriate identification
- To establish reasonable standards of conduct for all persons on the campus in order to safeguard the educational process and to provide for the safety and welfare of its students, visitors, and University property
- To restrict students of the University from using its name, its finances, or its physical and operating facilities for commercial activities, except in cases involving University groups as provided for in policies governing the use of the campus facilities and fund-raising activities
- To provide, for registered student groups of the University, the use of campus facilities under the policies of the campus

1.5 Student Relation to External Community

Students attending the University take on responsibilities not only of campus citizenship, but also community citizenship. When community standards are not respected and upheld by students, conflicts between students and other community members may result. Such conflicts are destructive to relationships in the community and detrimental to the image of the University, as well as to the

reputation of the student body. Students shall **therefore** conduct themselves responsibly in the community, respecting the personal and property rights of all community members

1.6 Student Employee/Leader Responsibilities

When students commit acts that potentially violate this Code while in their capacity as employees, leaders, student athletes, or members of a recognized University group, the University reserves the right to review those potential conflicts with the standards outlined in the Code. When viewed as appropriate, the University may pursue resolution of those conflicts under this Code in addition to any other personnel action that may be taken against the student's other University roles.

*The ~~Vice President for Student Affairs~~ **Provost** or designee reserves the right to notify University employers of a student employee's disciplinary record. Further action may be warranted at the discretion of the employer

1.7 University E-Mail Communication and MyISU

The University will communicate important information to **you** students through **you** **their** University e-mail accounts and MyISU. ~~It is through MyISU that you~~ **Students** will view **you** **their** grades, update **you** **their** contact information, register for classes, and communicate with faculty and other University personnel **through MyISU**. It is **you** **the student's** responsibility to use and check this account to conduct **you** University business

1.8 Good Neighbor Exemption

Students are encouraged to call 911 (or X5555 on campus) for emergency assistance as needed, even at the risk of disciplinary action for ~~one's~~ **their** own conduct. The Good Neighbor Exemption provides students the opportunity of an exclusion from University disciplinary action if a student risked revealing one's own violation of the Code of Student Conduct in order to seek medical or other emergency assistance for another person in distress. The decision to provide the exception shall be at the discretion of the designated hearing officer. The Good Neighbor Exemption does not apply to any criminal charges that may be incurred as a result of an offense.

1.9 Medical Amnesty (Appendix C)

In 2013, the Indiana State University Student Government Association took the lead in creating a student approved response to the 2012 Indiana Lifeline Law (IC7 1-5-1-6 5). ~~In summary of To summarize~~ the Indiana State University Medical Amnesty, **both** a student who seeks **aid** for another and the student in need of medical assistance may be exempt from a University conduct process on the following conditions: 1) the student cooperates and provides detailed information regarding the incident and 2) the student successfully completes an alcohol education/ awareness program Repeat offenders are likely not eligible for this exemption. This exemption does not apply to any criminal charges that may be incurred as a result of an offense. **In April 2025, Indiana legislators and Student Government Association Presidents across the State of Indiana collaborated to extend protections of students through Senate Bill 74. The extension altered the 2012 Lifeline Law to align with university medical amnesty policies protecting both the person seeking assistance and the one needing medical assistance.**

2.0 ACADEMIC POLICIES

2.1 Defining Academic Integrity Misconduct

Academic integrity is a cornerstone of the University's commitment to the principles of free inquiry; students are responsible for learning and upholding professional standards in research, writing, assessment, and ethics. In the academic community, the high value of honesty mandates a corresponding intolerance of dishonesty. Written or other work which students submit must be the product of their own efforts and must be consistent with appropriate standards of professional ethics.

Any academic integrity violation(s), which includes cheating, plagiarism, and other forms of dishonest or unethical behavior, is prohibited.

A summary of behaviors that constitute academic integrity misconduct appears below. Examples of each policy can be found in the Faculty Guide to Academic Integrity as well as the Student Guide to Academic Integrity. Questions regarding these policies or requests for additional clarification should be directed to the Office of the Provost, [Student Affairs Dean of Students](#), or to the office of Student [Conduct and Integrity Support and Accountability \(SGI\) \(SSA\)](#).

2.1.1 Cheating

Cheating is using or attempting to use materials, information, notes, study aids, or other assistance not authorized by the instructor during an examination or evaluation.

2.1.2 Plagiarism

Plagiarism is intentionally or carelessly presenting the work of another as one's own. It includes submitting an assignment purporting to be the student's original work which has wholly or in part been created by another. This also includes the presentation of the work, ideas, representations, or words of another without customary and proper acknowledgment of sources. Students must consult instructors for clarification in any situation in which documentation is an issue. ~~Students will be considered to have plagiarized whenever their work is improperly cited.~~ Improper citation may also constitute plagiarism.

2.1.3 Falsification, Forgery, and Obstruction

Falsification is the intentional and unauthorized fabrication or invention of any information or citation in an academic exercise. Falsification includes knowingly reporting data, research, or reports so that the resulting process or product is different from what actually occurred.

Forgery is the imitating or counterfeiting of images, documents, signatures, class absence notes, attendance sign-in sheets and the like.

Obstruction is any behavior that limits the academic opportunities of other students by improperly impeding their work, their access to educational resources, or disrupting instruction.

2.1.4 Multiple Submission(s)

Multiple submissions are the submission of all or part of the same or substantially the same work for credit in two or more courses. Multiple submissions include the use of any academic work previously submitted for academic credit at this or another institution, including high school work. Multiple submissions shall not include those academic exercises when written approval by the current course instructor authorizes use of prior academic work. When multiple submissions are allowed, instructors will specify the expected academic effort applicable to their courses.

2.1.5 Facilitating Academic Dishonesty

Intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty are examples of facilitating academic dishonesty. Facilitating academic dishonesty also includes behavior that may not directly benefit the accused but assists another student in achieving an unfair academic advantage.

2.1.6 Violation of Professional Standards in Research and Creative Endeavors

Misconduct in research is a serious deviation from accepted professional practice within a discipline or from the policies of the University in carrying out, reporting, or exhibiting the results of research; or in publishing, exhibiting, or performing creative endeavors. It includes, but is not limited to, plagiarism, fabrication, or falsification of data as well as misrepresentation of scientific or creative works.

Misconduct in research does not include honest error or honest disagreement about interpretation of data.

2.1.7 Misuse of Academic Resources

Misuse of academic resources involves the intentional use, misuse, or alteration of University materials or resources to make them inaccessible to others. Such misuse includes the unauthorized or inappropriate use of computer accounts, alteration of passwords, violation of library procedures, other intentional misuse or destruction of educational materials, recording a lecture or other classroom interaction, selling class notes, or being paid for taking class notes, without the permission of the instructor or [Disability Services Accessibility & Advocacy Resource Office](#) staff.

2.1.8 Misuse of Intellectual Property

Misuse of intellectual property is the improper use of copyright materials, trademarks, trade secrets, or intellectual property (e.g. thoughts, ideas or works of another).

2.1.9 Violation of Ethical and Professional Standards

Students shall adhere to the standards, guidelines, and/or codes associated with the ethics and conduct established for academic programs and courses. This policy applies to all student experiences involving academic credit (e.g., on-campus and distance education courses, internships, practicum, and thesis/dissertation) and is one of the regulations for student ethical behavior referenced in the Indiana State University Code of Student Conduct.

3.0 NON-ACADEMIC POLICIES AND PROHIBITED CONDUCT

3.1 Misconduct against Persons

Students at Indiana State University are expected to conduct themselves in a respectful and civil manner. Personal conduct and communication, either directly or indirectly with other students as well as faculty and staff, should conform to the University's community values and standards. As members of the at-large community, students are encouraged to resolve disagreements through informal, frank, and open discussion. Often conflicts can be lessened, if not resolved, by clearing up misperceptions and misunderstandings. Students are strongly encouraged to resolve any related concerns in this manner. However, the University also recognizes that occasionally more formal processes are needed. All such activities, whether informal or formal, must be carried out by all participants within a framework of good faith and general respect for one another. Students are encouraged to contact [SCISSA](#) for assistance or guidance in resolving any concerns or conflicts. Conflicts may be resolved through established disciplinary procedures and/or conflict resolution strategies.

[Please refer to Policy 910 for matters pertaining to free speech and expressive activities on campus.](#)

Please refer to Policy 923 Sexual Misconduct for matters involving sexual misconduct, relationship violence, or stalking. Students are advised to contact the Equal Opportunity and Title IX Office for questions related to these matters

It is an expectation of the University that students have a reasonable knowledge of and adhere to the following prohibited conduct and policies:

3.1.1 Violent/Abusive Behavior

Violent/Abusive Behavior refers to physical abuse, violence, or conduct that threatens or endangers the health or safety of any person.

3.1.2 Harassing and Intimidating Behavior

Harassing and intimidating Behavior refers to unwelcome or unreasonable behavior that harasses or intimidates people either as individuals or as a group and is sufficiently severe **or** **and** pervasive. Harassing behavior is often persistent and part of a pattern, but it can also occur as a single incident. Harassment includes in-person verbal and non-verbal, written, and electronic conduct and behaviors. This behavior can be expressed or implied, creating and/or inciting a foreseeable hostile environment interfering with another person's personal safety,

safety of property, academic efforts, employment, or participation in the university community. This behavior may also include behavior that leads another to have a reasonable apprehension that such harm will occur. In no event shall this provision be used to discipline a student for speech protected by the first amendment of the United States Constitution.

Please refer to Policy 910 for matters pertaining to free speech and expressive activities on campus.

~~ISU values the principles of freedom of expression and academic freedom, even when speech or academic discourse is uncomfortable and challenging. However, speech that is discriminatory and harassing is not protected and will be subject to investigation and possible disciplinary action.~~

3.1.3 Hazing (Stop Hazing Act 2025)

Any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons regardless of the willingness of such other person or persons to participate, that—

1. is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and
2. causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury including--
 - a. whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body, or similar activity;
 - b. causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;
 - c. causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances;
 - d. causing, coercing, or otherwise inducing another person to perform sexual acts;
 - e. any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
 - f. any activity against another person that includes a criminal violation of local, State, Tribal, or Federal law; and
 - g. any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law.

3.1.3 Hazing

~~Hazing is prohibited in connection with the activities of students and student organizations. Hazing shall be defined as any conduct which subjects another person, whether physically, mentally, emotionally, or psychologically, to anything that may abuse, degrade, or intimidate the person as a condition of association with an organization or group (formal or informal), regardless of the person's consent or lack of consent.~~

3.1.4 Restricting Movement

Restricting Movement refers to any activity that limits or restricts a person(s) against ~~his/her~~ **their** own will and/or restricts ~~his/her~~ **their** freedom of movement.

3.2 Misconduct against the University Community

3.2.1 Disruption of University Business

Disruption of University Business includes disruption or obstruction of teaching, research, administration, or other University activities including public service functions.

3.2.2 Falsification

Falsification refers to furnishing false information to the University and/or the forgery, unauthorized alteration, or unauthorized use of any University document or instrument of identification

3.2.3 Failure to Comply

Failure to comply with verbal and/or written instructions of University officials acting in the performance of their duties and made within the scope of their authority, and/or failure to identify oneself to these persons when requested to do so. Students are expected to have University issued identification with them at all times and provide identification upon request.

3.2.4 Non-consensual Recording

Non-consensual Recording refers to videotaping, audiotaping, or photographing members of the University community without permission and/or when a reasonable expectation of privacy exists.

3.3 Misconduct Disrupting Order/Disregarding Health and Safety

3.3.1 Weapons (see also University Policy Library 725)

Weapons on University owned property are prohibited. Violation of the University Weapons Policy includes, but is not limited to the following:

- 3.3.1a Firearms such as handguns, shotguns, rifles, tasers or electronic stun guns, as well as airsoft, BB, pellet, paintball and/or items using compressed air;
- 3.3.1b Explosives such as bombs, grenades, blasting caps, fireworks, ammunition;
- 3.3.1c Other equipment, material, and devices (e.g. knives, metal knuckles, tear gas, chemical substances, replica, simulated, toy) that could be or have been used to cause harm or the fear of harm

3.3.2 False Reporting

False Reporting refers to intentionally initiating or causing to be initiated any false report, warning, or threat of fire, explosion, or other emergency.

3.3.3 Drug Related Behavior

Drug Related Behavior refers to drug violations, including, but is not limited to being in the presence of, under the influence of, possessing, manufacturing, exchanging, distributing, purchasing, using, or selling unlawful drugs or any controlled substance/narcotic, such as, but not limited to, marijuana, synthetic cannabinoids, inhalants and intoxicants, misuse of over-the-counter drugs and/or prescription drugs, or possessing paraphernalia for drug related use on University premises

- 3.3.3a In the Presence of/Failure to Report
 - 3.3.3b Possession of unlawful drug or controlled substance(s);
 - 3.3.3c Possession of drug paraphernalia;
 - 3.3.3d Use of unlawful drug or controlled substance(s);
 - 3.3.3e Purchase of unlawful drug or controlled substance(s);
 - 3.3.3f Misuse of over-the-counter drugs or prescription drugs;
 - 3.3.3g Manufacturing of unlawful drug or controlled substance(s);
 - 3.3.3h Distribution and/or sale and/or delivery of unlawful drug or controlled substance(s)
 - 3.3.3i Reasonable suspicion of unlawful drug use (odor); and/or
 - 3.3.3j Behavior while under the influence of any item covered under this section
- *See Appendix D-F for Parental Notification related to behavior associated with this policy.*

3.3.4 Alcohol Related Behavior

Alcohol Related Behavior refers to any violation of the University Alcoholic Beverage Policy:

3.3.4a Sale, purchase, consumption, or possession of alcoholic beverages by persons who are younger than 21 years of age;

3.3.4b Sale, purchase, consumption, or possession of alcoholic beverages by persons of legal age in a manner inconsistent with University policy;

3.3.4c Furnishing alcoholic beverages to persons younger than 21 years of age; and/or

3.3.4d Behavior while under the influence of an alcoholic beverage

**See Appendix DF for Parental Notification related to behavior associated with this policy.*

3.3.5 Arson

Arson refers to igniting or burning materials in a manner that reasonably could or actually does cause a fire.

3.3.6 Fire and Emergency Safety

Fire and Emergency Safety refers to unauthorized use, activation, or alteration of firefighting equipment, fire safety, or other emergency equipment Failure to comply with the instructions of emergency personnel and/ or established emergency protocol (e.g. failure to leave a building during an active fire alarm).

3.3.7 Gambling

Gambling refers to engaging in gambling, wagering, or other games of chance in violation of the law.

3.3.8 Disorderly Conduct

Disorderly Conduct refers to disrespectful, lewd, indecent, or obscene acts are considered disorderly under any circumstance in which the conduct tends to cause or provoke a disturbance or disrupts the normal operations of the University **as well as community environment.**

~~3.3.9 Sales and Solicitation Violation~~

~~Sales and Solicitation Violation refers to engaging in solicitation of any type on University property without appropriate authorization (See Appendix D).~~

3.4 Misconduct against Property

3.4.1 Theft

Theft of property or services or knowingly possessing stolen property as well as wrongful taking and/or use of others' property.

3.4.2 Vandalism

Vandalism is the intentional and/or reckless destruction or damage of University property or the property of others.

3.4.3 Unauthorized Use/Entry

Unauthorized Use/Entry refers to the unauthorized use, entry, occupancy, or possession of University or private facilities, structure, or property.

3.4.4 Unauthorized Use of Access Device

Unauthorized Use of Access Device refers to unauthorized possession, duplication, or use of keys, entry codes or devices to any University premises.

3.4.5 University Computing Policies

Theft or other abuse of University computer facilities and resources, including but not limited to:

- 3.4.5a Unauthorized entry into a file to use, read, or change the contents, or for any other purpose;
- 3.4.5b Unauthorized transfer of a file;
- 3.4.5c Use of another individual's identification and/ or password. This includes, but not limited to, use of technology to obtain passwords or private information (e.g. use of specialized keyboards to obtain faculty specific information or passwords);
- 3.4.5d Use of computing facilities and resources to interfere with the work of others;
- 3.4.5e Use of computing facilities and resources to send obscene or abusive messages;
- 3.4.5f Use of computing facilities and resources to interfere with normal operation of the Indiana State University computing system;
- 3.4.5g Use of computing facilities or resources in violation of copyright laws **and/or other illegal activities;**
- 3.4.5h Violation of **University Policy 810 Acceptable Use of Information Technology** ~~All university community members are expected to adhere to all aspects of this policy and may be held accountable for violations via established procedures. For specific information, please refer to University Policy 822 in the policy libra~~
- 3.4.5i Violation of all other University Computer policies not specifically described in the Code. ([University Policy Library 800](#))

3.5 Violation of State, Federal, or Local Laws Not Specifically Identified in the Code

Violation of any State, Federal, and/or Local law not described in this Code and identified by proper authority. A finding will be based on university standard and presumption of not responsible unless found otherwise during university proceeding. The outcome of a criminal matter will not impact the outcome of a conduct case and vice versa.

3.6 Disruption of the Conduct Process

3.6.1 Interference

Interference refers to attempts to discourage a person's proper participation in, or use of, the conduct process including harassment or intimidation of a University official, witness, complainant, or member of a conduct committee.

3.6.2 Failure to Comply with Sanction

Failure to Comply with Sanction refers to a student's failure to successfully complete any sanction(s) imposed under the Code. Upon notification of any incomplete sanction, a conduct hold may be placed on the student's record.

3.7 Policy on Guests and/or Associates or Passive Participation

3.7.1 Guests/Associates

Students are responsible for the actions of their guests and/or associates while on University premises and at functions sponsored by the University and/or a registered student organization. Students are expected to educate their associates on University policies and encourage all associates to interact positively with all members of the University community.

3.7.2 Passive Participation

Passive participation refers to a student's reasonable knowledge of and presence during acts of another prohibited by the University and outlined in the Code Students willingly participating, present, encouraging, condoning, and/or assisting others in committing acts prohibited by the University may be sanctioned to the same extent as if one had committed the prohibited act

Intent, control over **the** environment and/or items, and ability to seek assistance for or report a violation will be considered in determining a finding of responsible/not responsible.

Students are encouraged to communicate reasonable expectations of a combined living environment with roommates.

Students are strongly encouraged to seek assistance from a University official if they suspect prohibited behavior may or has occurred.

3.8 Violations of Residential Life Community Standards and Policies

Students provided University housing are expected to have knowledge of and adhere to all policies outlined in the Residence Hall Handbook Student and nonstudent guests are expected to follow these policies under the guidance of their host (See 3.2.7 Policy on Guests and/or Associates or Passive Participation).

3.9 Other University Policies

Violation of other published University policies not specifically described in this Code including but not limited to traffic and parking regulations, Residential Life housing contract, University Handbook, published academic departmental policies, employment guides.

4.0 STUDENT RIGHTS AND COMPLAINT RESOLUTION PROCEDURES

4.1 Purpose

This section establishes complaint resolution procedures (CRP) in order to better serve students, faculty, and staff. The established complaint resolution processes and rights are afforded to students and student organizations involved in conduct complaints. The purposes of the complaint resolution procedures include:

- To provide for the education and personal growth of the student;
- To provide fair inquiries concerning alleged violations of the Code;
- To determine whether any individual student is responsible or not responsible for violation(s) outlined in the Code as well as the possibility charges are unfounded;
- To allow for consideration of extenuating or mitigating factors where a violation has been found to exist; and
- To determine an outcome that will be appropriate for the university community, and student success.

4.2 Conduct Authority

4.2.1 Authority

The Board of Trustees of Indiana State University is empowered by the Indiana General Assembly to manage, control, and operate the institution and to promulgate rules and regulations to carry out its responsibilities. Indiana statutes provide that the Board of Trustees may delegate this authority to its officers, faculty, employees, and others. The statutory authority conferred upon the Board of Trustees includes the specific authority under Indiana Code 21-39-2 to regulate the conduct of students and others as follows:

- a. To govern, by regulation and other means, the conduct of students, faculty, employees, and others while upon the property owned, used, or occupied by the institution.
- b. To govern, by lawful means, the conduct of its students, faculty, and employees, wherever the conduct might occur to prevent unlawful or objectionable acts that: (1) seriously threaten the ability of the institution to maintain its facilities; or (2) violate the reasonable rules and standards of the institution designed to protect the academic community from unlawful conduct or conduct presenting a serious threat to person or property of the academic community.

- c. To dismiss, suspend, or otherwise punish any student, faculty member, or employee of the institution who violates the institution's rules or standards of conduct, after determination of guilt by lawful proceedings.

The Board of Trustees has delegated its authority to regulate the conduct of students to the President and to the ~~Vice President for Student Affairs~~ Provost, who in turn have further delegated to other personnel the authority to the Office of Student ~~Conduct and Integrity~~ Support and Accountability (SCI SSA). Whenever an action is permitted or required to be taken under this Code by a university official or other employee, the action may be taken by that person's designee.

The Director of SCI SSA is charged with the development and administration of the Indiana State University CRP. The Director of SCI SSA or designee is responsible for the training of University Conduct Officers (UCO). The following individuals have been granted authority as University Conduct Officers over the execution of conduct proceedings:

- Office of Student ~~Conduct and Integrity~~ Support and Accountability Staff;
- ~~Department of Residential Life~~ Staff;
- Additional staff members in the University community as deemed appropriate and as trained by the Director of SCI SSA or designee; and
- University Conduct Board

The aforementioned individuals may conduct administrative conferences with students who may have violated any University policy, including those found in the Code of Student Conduct, ISU Residence Hall Handbook and ISU student organization policies.

4.2.2 Application

This Code and all university policies apply to students and student organizations for conduct that occurs either on or off campus [see section 2.1(b) above], especially when such conduct affects the interests of the university. The university may take disciplinary action in cases concerning a student's actions or offenses occurring within or affecting people on property within the physical boundaries of Indiana State University, on or affecting university-owned or controlled property, or when the student is in attendance at a university-sponsored event, or when the interests of the university as a community are clearly involved. The interests of the university off-campus include the following:

- a. Conduct that causes or threatens harm to the health or safety to the person or damage or destruction to the property of a member of the university community;
- b. Conduct in connection with an academic course assignment, internship, practicum, field trip, student teaching, research or other university activity;
- c. Conduct in connection with any activity sponsored, conducted, or authorized by the university or by a student organization;
- d. Conduct involving serious crimes including but not limited to all crimes of violence, felonies, and the sale or distribution of illegal drugs or controlled substances, or if a police report has been filed, if a summons or indictment has been issued, if an arrest has occurred, or an agreement entered into with the court;
- e. Conduct adversely affecting the university community or indicating that the continued presence of a student on campus poses a threat to the student's well-being or the well-being of other members of the university community; or
- f. Students charged with or convicted of a violation of federal, state, or local law may be subject to university sanctions for the same conduct, in accord with established policies and procedures, when the conduct is in violation of a university rule which is important to the continuing protection of other members of the university or to the safeguarding of the educational process. At the discretion of university officials, conduct action under this Code may proceed in advance of or during criminal proceedings. Determinations made or sanctions imposed under this Code shall not be subject to change because criminal

charges arising out of the same set of facts giving rise to university rules were dismissed, reduced, or resolved in favor of or against the criminal law defendant.

4.3 General Conduct Procedures, Rights and Exemptions

4.3.1 Reporting an Incident/Filing a Complaint and Initial Review

All alleged violations should be reported as soon as possible following the discovery of the alleged inappropriate behavior. Any individual (student, employee of the university, or other person) who believes a student or student organization may have committed a violation of the Code published above, may file a report with University police, contact the Office of Student ~~Conduct~~ **Support and Accountability** and Integrity, and/or complete an incident report using one of the following ~~Student Conduct~~ reporting forms below:

- General Incident Report Form
(<http://publicdocs.maxient.com/incidentreport.php?IndianaStateUniv>)
- Academic Misconduct Report Form
(http://publicdocs.maxient.com/reportingform.php?IndianaStateUniv&layout_id=2)

Complaint Resolution proceedings are initiated by the Office of Student ~~Conduct and Integrity~~ **Support and Accountability** under the guidance of the Director ~~of Student Conduct~~ and/or designee. Upon receiving a complaint of student/student organization behavior, the Office of Student ~~Conduct and Integrity~~ **Support and Accountability** will conduct an initial review to determine:

- Validity of the report and credibility of information submitted;
- If additional investigation/information is necessary;
- Potential policy violations when reviewed against the Code;
- Most appropriate conduct process or dismissal of report.

4.3.2 Right to a Complaint Resolution Procedures

Students and Student Organizations alleged to have violated the Code will be afforded the opportunity to resolve the allegation within the established CRPs (See Section 4.4—Individual, Non-Academic Student Misconduct Procedures; Section 4.5—Student Organization Misconduct Procedures).

4.3.3 Equitable Procedures

All students at Indiana State University have a right to fair and equitable procedures for determining the validity of charges of violating university policy.

- These procedures shall be structured so as to facilitate a reliable determination of the truth or falsity of charges and to meet the fundamental requirements of fairness (i.e., right to notice of charge in advance, right to a hearing, right to examine evidence, right to prepare defense, right to appeal, and right to an advisor of the student's choice but not representation by counsel or other advisor).
- Students have the right to know in advance the range of penalties for violations of campus regulations (Section 5: Conduct Process Outcomes). Upon request students have the right to obtain copies of all specific policies of the university (e.g., routine administrative policies, Faculty and Professional Personnel Handbook, etc.).
- Charges of minor violations (those violations, by their nature, not warranting suspension or expulsion and not repeated) of regulations, for which a student is sanctioned by reprimands, restrictions, or requirements, may be handled efficiently by the appropriate individual or committee. Students sanctioned in this manner have the right to appeal to the next higher level of administration or to an established appeals committee.
- In cases involving charges of violations that may result in suspension or expulsion from the university, students have a right to an Administrative Conference or University Conduct Board hearing and procedures which include right of appeal. In cases where a

University Conduct Board is an option or required, a pre-hearing conference will be scheduled to ensure the student understands their rights and resolution options. Any person penalized for a serious infraction of established university regulations or policies has the right to appeal, either to the next higher administrator or to an established appeals committee.

4.3.4 Notification of Charges

Notwithstanding uncontrollable circumstances, the Director of ~~SCI-SSA~~ or their designee will notify the accused student within ten (10) working days of receipt of the complaint. This notification will include:

- The nature of the alleged inappropriate behavior,
- The date, time, and place of the alleged inappropriate behavior,
- The process in which to review all information relevant to the situation,
- The date, time, and place of the hearing,
- The rights a student has during the complaint resolution process, The sanction(s) applicable if found responsible for a violation of the Code (See Section 5),
- A description of the preservation and the release of information from the conduct record, and
- A notice that a decision will be made in the student's absence, if the student chooses not to appear at the hearing. Failure to appear may be a factor when determining conduct process outcomes.

4.3.5 Conduct Process Environment

All hearings are closed to the public. Only individuals involved in the situation may be present. Involved individuals may include:

- Conduct officers and/or conduct board members,
- Student accused of violating University policy,
- University Conduct Advisor,
- Legal Counsel (if applicable and serve as a non-participating observer),
- Complainant, and
- Witnesses (witnesses will remain only for the duration of their own statement).

4.3.6 Recording of Conduct Processes

There shall be a single verbatim record, such as an audio recording, of all University Conduct Board (UCB) Hearings. Deliberations shall not be recorded. No other recording shall be made. The accused student and complaining witness may review the recording in the Office of Student ~~Conduct and Integrity~~ ~~Support and Accountability~~ upon request, for any reason but typically to prepare for an appeal. The recording shall be the property of Indiana State University and shall be maintained by the Office of Student ~~Conduct and Integrity~~ ~~Support and Accountability~~ until the conclusion of all appeal proceedings, until the appeal deadline has surpassed, or as required by law. Preliminary meetings, witness and other interviews, or administrative hearings also may be recorded by Office of Student ~~Conduct and Integrity~~ ~~Support and Accountability~~ staff members only. Recording these processes without permission may constitute a violation of the Code policy 3.2.4.

4.3.7 Student Conduct Procedural Rights

Students accused of a policy violation have the following rights:

- choose whether to attend or not attend any conduct process or submit a written presentation of their case prior to the schedule process (4.3.8).
- access to a University Conduct Advisor (4.3.9);

- a fair, equitable, and timely process;
- provide witnesses (4.3.10);
- be presumed not responsible until the conclusion of the conduct process if the standard of proof is present; and,
- review, not receive copies of, all relevant information regarding their conduct case in order to prepare a defense.

4.3.8 Students Right to Participate

Accused students/respondents have the right to choose whether to attend, or not attend, any conduct process. Accused students/respondents may submit a written presentation of their case prior to the scheduled process. The university does not compel an accused student/respondent to attend the hearing; however, the hearing may continue in the absence of the student with a finding and outcomes assigned. By such absence, or non-receipt of written material, the accused student/respondent forfeit their right to question witnesses or respond to material presented to the hearing officer for consideration. An accused student/respondent lack of participation will not be viewed as an admission of responsibility, and the case will be decided upon available documentation, witness testimony, and/or available information.

4.3.9 University Conduct Advisor

All involved students have the right to a University Conduct Advisor. The conduct advisor must be a member of the University community (student, faculty, administrator, staff, coach, recognized University affiliate). The advisor must have experience or knowledge of the University conduct system. The role of the advisor is to provide support and to assist in preparing for the hearing. Since the complaint resolution process is not a civil or criminal court hearing, the advisor's role is not that of an attorney. This person may not address the hearing officer or hearing board or ask questions of any witnesses. For assistance in securing an advisor, contact **SGI SSA**.

4.3.10 Witnesses

The accused student/respondent, complainant, and **SGI SSA** staff have the opportunity to present witnesses. Witnesses are permitted to participate in the CRP. A list of witnesses must be submitted to the appropriate conduct officer no later than two (2) days prior to the administrative conference. Witnesses may be questioned by the conduct officer or conduct board members, by the complainant, and by the accused student. Witnesses will be asked to provide information concerning only the violation(s) being adjudicated.

Since the complaint resolution process does not have the authority to subpoena, witness statements may be submitted in the place of having witnesses present during the hearing. Witness statements should be submitted to **SGI SSA** no later than two (2) business days prior to the hearing for consideration by the board members and should be delivered directly from the witnessing party via in person or university provided electronic mail account. Witnesses should contact the Office of Student ~~Conduct and Integrity~~ **Support and Accountability** should they have questions.

Character witnesses will not be provided an opportunity to address the hearing officer or University Conduct Board; however they may provide a written statement to be considered during the sanctioning phase of deliberations.

4.3.11 Standard of Proof

The Standard of Proof is "more likely than not" that University policy has been violated (also referred to as preponderance of the evidence). Proof needs to show that the facts are more likely to be so than not so. Evidence, when considered and compared with that opposed to it,

has more convincing force and produces in the hearing officer's mind the belief that what is sought is more likely true than not true (Journal of College and University Law).

4.3.12 Presumptions of Responsibility/Innocence

The university does not presume a student's responsibility, or lack of responsibility, for a violation until a complaint against the student has been resolved through an adjudication process outlined in this Code or related policies.

4.3.13 Violation of Policy

- A student is considered to have violated the Code when the student admits responsibility for a violation, and/or
- Is found responsible for one or more violations of the Code determined by the University standard of proof

4.3.14 Persons with Disabilities

Reasonable accommodations will be provided in conduct procedures for persons with disabilities on an individualized and flexible basis. Students may seek assistance from the ~~Office of Disability Services~~ Accessibility & Advocacy Resource Office in making a request for accommodations.

4.3.15 Conflict of Interest

No member of the conduct board nor conduct officer who has a conflicting interest in a particular case may participate in a conduct hearing for said situation. Conduct board members and conduct officers with conflicting interests must recuse themselves from the proceedings. Either the student or the complainant may challenge a member of the University Conduct Board or University Conduct Officer in writing with the Director of ~~SCI SSA~~. In cases where the Director of ~~SCI SSA~~'s involvement is questioned, the challenge would be forwarded to the ~~Vice President for Student Affairs~~ Provost or designee.

4.4 Complaint Resolution for Non-Academic Misconduct

4.4.1 Administrative Conference

All incidents will be addressed via Administrative Conference. The Director ~~or Student Conduct of Student Support and Accountability~~ reserves the right to move a hearing from Administrative Conference to University Conduct Board as appropriate (conflict of interest, potential bias, prior action requiring interim measures, etc.). In cases where separation is a possibility, the student will be given the option to proceed with an Administrative Conference or request a hearing with the University Conduct Board. An Administrative Conference (AC) is intended to enhance a student's awareness of University expectations; although educational, formative and/or disciplinary action may be a necessary result.

- An Administrative Conference is a meeting with one or more staff members of the Office of Student ~~Conduct and Integrity~~ Support and Accountability.
- During an Administrative Conference, the UCO will discuss the alleged violation(s), documentation, and witness statements relevant to the complaint. The UCO may also discuss relevant conduct history, academic progress, extracurricular activities, prior community service, and relevant criminal proceedings.
- The student will be informed that at the conclusion of the Administrative Conference that a decision letter will be sent within five days notwithstanding unforeseen circumstances.
- The decision will be based solely on the information available from the initial report/complaint, conference conversation, investigation, and available testimony. Responsibility is determined on the standard of proof as outlined in the Code (4.3.11)
- The decision letter will include the finding for each violation for which the student was charged, list of assigned outcomes and appropriate deadlines, and appeal opportunity information as appropriate (See also Section 6).

4.4.3 Pre-Hearing Conference

~~In cases where a University Conduct Board is offered or assigned, an informal pre-hearing conference will be scheduled. The pre-hearing conference will be held to ensure the student fully understands the following:~~

- ~~• Student's rights (witnesses, university conduct advisor, etc.);~~
- ~~• Review case details (student will not be provided copies);~~
- ~~• Opportunity to ask questions about the procedures and possible consequences; and,~~
- ~~• Review Case Resolution options if the student is provided an opportunity to request a hearing with the University Conduct Board rather than Administrative Conference.~~

~~Students have the option of scheduling a pre-hearing conference with a representative of the Office of Student Conduct and Integrity Support and Accountability either before or after receipt of a notice of charge(s).~~

4.4.2 Informal Resolution

Informal resolution involves action taken by the University in response to a situation or report of violation of University policy when formal resolution is not desired by the complainant or when there is not enough information to proceed with a formal resolution process. An informal resolution is a final resolution. Informal resolution does not result in findings related to responsibility or in sanctions. Options for informal resolution include, but are not limited to:

- A no contact directive placed between students or between a student and another member of the University community
- Changes in academic, work, or living arrangements
- An educational meeting with a student or community
- A formal advisory letter and/or request that a student cease current behaviors

Students have the option of scheduling a meeting with a representative of the Office of Student Support and Accountability to discuss the informal resolution.

4.4.3 University Conduct Board (UCB)

The University Conduct Board (UCB) is organized by the Office of Student ~~Conduct and Integrity Support and Accountability~~ as a formal hearing opportunity ~~of~~ in which students may choose when the student conduct case may result in separation from the university. Cases that may not result in separation from the university may also be referred to the UCB under the discretion of ~~SGI SSA~~. The UCB membership is composed of a pool of panelists representing students, staff, and faculty appointed, who have voluntarily applied, then selected by the President of the university, and trained by ~~SGI SSA~~. UCB members are trained to function as a team, to ask clear, sensitive and relevant questions designed to determine the facts of the case, and to consider the facts carefully and make recommendations for fair sanctions. The UCB is comprised of one student in good standing with ISU, one University faculty member, one University staff member, and the Director of ~~SGI SSA~~ or their designee who shall serve as a non-voting advisor to the board. When the UCB is convened, the Director of ~~SGI SSA~~ or their designee will, at random, populate the board as stated above by members of the University hearing board pool and a presiding hearing officer will be selected from amongst the Board.

4.4.3.1 Procedures for UCB hearings

- Notice will be sent to the accused student/respondent (4.3.4);
- As appropriate, the complainant and/or a member of ~~SGI SSA~~ will be provided the opportunity to attend and present information to the UCB;
- All rights reserved for conduct proceedings (4.3.7) will be observed;
- The hearing will provide the accused student/respondent, as well as the

complainant and ~~SGI~~ SSA staff, the opportunity to present information/witnesses and respond to all information available to the UCB for consideration;

- At the conclusion of the UCB hearing, all parties and non-voting members will leave the room for deliberations.

4.4.3.2 Deliberations and Finding

- The UCB will review all information to determine an appropriate finding. The decision will be based solely on the information available from the initial report/complaint, conference conversation, investigation, and available testimony. Responsibility is determined on the standard of proof as outlined in the Code (4.3.11)
- The UCB will write a rationale for each find/charge of which the accused student/respondent is responsible or not.
- Once the panel has determined finding, they will notify the Director of ~~SGI~~ SSA to rejoin their deliberation for sanctioning. The Director will determine the appropriate outcome based on the UCB panel recommendation and relevant facts of the case. Once the deliberation of sanctions has concluded, the panel is dismissed;
- Within 5-days of the UCB hearing, a formal decision notification will be sent to the accused student/respondent's university-provided electronic mail account. The decision letter will include the finding for each violation for which the student was charged, list of assigned outcomes and appropriate deadlines, and appeal opportunity information as appropriate (See also Section 6).

4.5 Complaint Resolution Procedures for Student Organizations

Student organizations are responsible for abiding by University policy, the Code of Student Conduct (Code), and all other agreements between the University and the student organization. Complaints involving a registered student organization will be addressed using the procedures described below. Complaints against individual members of a student organization may also be addressed under the appropriate University policies and procedures (4.5).

The standard of proof used when determining whether a student organization is responsible for a violation of the Code will be the preponderance of evidence, or a 'more likely than not' standard. If it is determined that a violation of the Code is more likely than not to have occurred, appropriate educational and disciplinary sanctions will be assigned. If it is determined that it is more likely than not that no violation of the Code occurred, the case will be dismissed.

The Office of Student ~~Conduct and Integrity~~ Support and Accountability (~~SGI~~) (SSA) investigates, hears, and makes the decisions for all allegations of misconduct regardless of group involvement or affiliation. The determination of whether a case concerns individual or organizational misconduct will be determined on a case by case basis by ~~OSC~~ SSA. Allegations of organizational misconduct may be adjudicated before, at the same time as, or following related cases of individual misconduct.

Upon receipt of a complaint or other information indicating that a student organization may have engaged in misconduct, ~~SGI~~ SSA will assess the initial report and communicate with the Office of ~~Fraternity and Sorority Life (FSL) and/or Campus Life (CL)~~ Student Activities and Organizations (SAO). All reports of misconduct received by other offices, including ~~FSL/CL~~ CAO, should immediately be forwarded to ~~SGI~~ SSA for review and possible adjudication. ~~SGI~~ SSA will investigate the student organization's involvement in the alleged misconduct. An Inter/National Headquarters will have the opportunity to co-investigate any alleged misconduct in partnership with ~~SGI~~ SSA when/as appropriate. Membership reviews conducted by Inter/National Headquarters may occur at any time during an

investigation. **SGI SSA** will be in communication with **FSL/CL SAO** regarding status of investigation and complaint as appropriate.

4.5.1 Notice and Investigation

A Notice of Investigation will be sent notifying the President, Primary Advisor, and Inter/National Headquarters Representative, if applicable, during an investigation. If appropriate, interim and remedial protective measures may be put in place during the investigation process, including a notice to cease and desist organizational operations and activities. In cases of alleged hazing, or as appropriate, University Police will be notified. Interim and/or remedial measures, including but not limited to a cease and desist of organizational operations and activities, may be imposed at any time as appropriate and communicated by the ~~Associate Vice President for Student Affairs~~ **Dean of Students** or their designee.

The investigation may include, but is not limited to, interviews with any complainants and other witnesses identified as having information relevant to the allegations made, as well as the examination of relevant documents and other information. Information for the investigation may be provided by complainants, the student organization, witnesses identified by any party, or the University. Any person believed to have information relevant to an investigation may be contacted and requested to make an appointment to discuss the matter.

Following the investigation, the investigator will prepare a report of investigative findings, which **SGI SSA** and **FSL/CL CAO** will then review. The investigative report will be made accessible to the organization, their primary advisor, and their Inter/National Headquarters Representative, if applicable. The organization and their Inter/National Headquarters, if applicable, will have two weeks to assess the information presented in the investigative report, communicate with members, self-investigate, and/or take appropriate action. Within two weeks of receiving the investigative summary, organizations must submit a response to **SGI SSA** detailing information learned by the organization and any actions taken.

4.5.2 Finding Determination and Sanctions

The Director of Student ~~Conduct and Integrity~~ **Support and Accountability**, or designee, will review the response to the investigative report as well as the organization response prior to making a finding determination. Within 5-days of receiving the organization response, **SGI SSA** will either request a meeting to clarify any information in the investigative summary and/or organization response, or notify the organization of a finding. **SGI SSA** will notify **FSL/CL CAO** of the finding and recommend appropriate sanctions (Section 6).

Upon receiving the recommendation, **FSL/CL CAO** will communication with the organizational leadership the outcome of the case as determined by Indiana State University and consider creating a collaborative action plan. The collaborative action plan will consist of input from the organization, **SGI SSA** recommended outcomes, and Indiana State University administration. Ultimately, Indiana State University will determine the final outcome; however, collaboration will be strongly pursued as appropriate. A final outcome and sanctioning letter will be prepared by **SGI SSA** and provided to all applicable parties within a reasonable timeframe.

The final outcome letter will include the finding, final sanctions, and any appeal opportunity as appropriate as well as all deadlines applicable within the notice.

4.6 Complaint Resolution for Academic Misconduct refer to Guide for Academic Integrity

Students involved in alleged acts of Academic Misconduct are provided the same rights under Section 4.3 of the Code and held to the same standard of proof. Students will be notified of any allegation, allowed an opportunity to be heard, and provided information on the process. Questions regarding this process may be directed to the Office of Student Support and Accountability and/or the Dean of Students Office.

5.0 Emergency Action

The University has identified two types of Emergency Action: **Emergency University Separation and Emergency Housing Separation**. The Director of SSA or designee has been granted the authority by the University to remove a student from the University for a temporary period pending complaint resolution or other formal proceedings.

5.1 Emergency University Separation. The student is denied access to all property owned, operated, or controlled by the University; is denied attendance and/or participation in classes; and is banned from attendance and/or use of University activities and facilities while under this status. If the student violates these conditions, they will be subject to arrest and prosecution for criminal trespass.

5.2 Emergency Housing Separation removes the student from all residential facilities; however, they student will continue to have access to all other areas of the University The decision to pursue an Emergency Housing Separation involves a collaborative conversation between SSA and the Office of Residential Life. Appeals for Emergency Housing Separation must be directed to the office responsible for imposing this action for consideration

5.3 Emergency Action Procedures

Either Emergency Action shall become immediately effective without prior notice whenever there is evidence that the continued presence of the student at the University poses a substantial and immediate threat to others or to the stability and continuance of University functions

Emergency Action may be lifted by the University at any time should information become available demonstrating the specific student is no longer considered a continued risk

Under this action, a student(s) shall be given a prompt opportunity to appear personally before the Director of SSA or a designee in order to discuss the following issues only:

- The reliability of the information concerning the student's conduct, including the matter of his or her identity, and/or
- Whether the conduct and surrounding circumstances reasonably indicate that the continued presence of the student on University premises poses a substantial and immediate threat to others or the stability and continuance

A hearing with the University Conduct Board will be conducted no later than ten (10) business days from the imposition of this action. The student will be allowed to attend this hearing and is afforded the process established by the University for formal adjudication of alleged violations.

6.0 CONDUCT PROCESS OUTCOMES

Conduct process outcomes are meant to be educational and positively influence the decision-making skills of a student by creating awareness of consequences and the potential for higher-level sanctions should future violations occur Conduct process outcomes that may be taken when a student is found in violation of University regulations range from charges dropped up to and including permanent separation from the University The conduct process outcome(s) assigned will be based upon the student/student organization being found responsible for violation(s), the severity of the violation, the degree of involvement of the student, the individual circumstances of each case, prior conduct history, and academic progress.

6.1 Formative Outcomes

- Conversation with University Partner
- Meeting with University Administrator

- Written Assignments
- Letter of Apology
- Hall/Floor Programs
- Workshops

6.2 Referral Outcomes

- Alcohol Education
- Drug/Substance Education
- Voluntary Counseling
- Psychological Assessment

6.3 Administrative Outcomes

- Conduct Discussion
- Conduct Warning (No more than two)
- Housing Relocation
- On-Campus Housing Probation
- Account Hold

6.4 Loss of Privilege Outcomes

- Loss of Extra-Curricular Privileges
- Separation from Campus Housing
- Ban from an Area of Campus
- Trespass from University Property
- No Contact Order

6.5 DISCIPLINARY STATUS OUTCOMES APPLIED TO STUDENTS

- **Conduct Probation** is defined as a specified period of observation and evaluation of a student's conduct. Any violation of University or residence hall policy committed by a student on Conduct Probation is a serious violation and may result in separation from the University. Failure to complete discretionary sanctions while on Conduct Probation may result in separation from the University. No more than one Conduct Probation status shall be imposed on a student prior to the student being removed from the University community. While a student is serving a Conduct Probation, ~~he/she is~~ they are not in good conduct standing with the University, may not be permitted to hold elected office, nor represent the University in an official capacity.
- **Temporary Separation (Suspension)** involves removal of the student from the University for a definite period of time (minimum of one semester), after which the student is eligible to return, and a permanent notation on one's transcript. Conditions for readmission may be specified.
- **Permanent Separation (Expulsion)** refers to the removal of the student from the University. If assigned permanent separation, a student at no time will be permitted to reenroll in classes at Indiana State University, and a permanent notation will be made on one's transcript.

6.6 Disciplinary Status Outcomes Applied to Student Organization

- **Conduct Warning** may occur when an organization is notified that conduct of its members has not been in keeping with the expectations of the University. A thorough explanation of University policies is given. The student officers and University advisor of the organization are instructed that further violations of University policies could be cause for additional disciplinary action.

- **Probation** is a formal status during which the organization will have certain restrictions placed on it for a period of time. The organization is removed from good standing with the University for no less than the equivalent of one full semester. Restrictions and provisions of the probation are individualized to the particular needs of the organization; these may include restrictions on social events, on use of University facilities, or on participation in campus-wide events (e.g., Homecoming or Spring Week) Charges for any damages or costs incurred as a result of a violation may also be assessed. Any further violation of University regulations or probation restrictions while on probation means that an organization subjects itself to further disciplinary action University officials with responsibility for adherence to restrictions placed on the organization will be notified, as well as the persons responsible for registration of student organizations Additionally, national offices of affiliated student organizations will be notified.
- **Temporary Separation (Suspension)** involves the recognition/registration status of an organization being temporarily terminated with the University for an indefinite period of time (no less than the equivalent of one semester). Additional conditions may be specified.
- **Revocation of Recognition/Registration of Student Organization** action indicates that an organization's standing as a registered student organization of the University is permanently terminated.

7.0 APPEALS

Students found responsible for a violation of the Code may appeal. An appeal from any decision, either conference, administrative hearing or University conduct board, must be made in writing within five business days following the date the hearing record notification is assigned and notice is received by the student. Students may file one (1) appeal per case. In the event multiple students are involved in one case, each student pursuing an appeal must do so individually. Submitting an appeal does not guarantee a meeting with the administrator responsible for deciding the appeal outcome. For that reason, it is important all information for consideration be made clear in the written appeal.

Under Title IX of the Education Amendments of 1972 and the Violence against Women's Act, the complainant in cases of sexual violence have the identical rights as the charged student which includes the right to appeal.

7.1 Format of Appeal

To assist with the filing of an appeal, an appeal cover sheet has been created and must accompany the written appeal. An appeal shall be written and contain the student's name, the date of the decision or action, and the reason(s) for the appeal. The appeal letter must specify in detail one or more of the following bases for appeal:

- Student's/student organization's rights were violated as a result of failure of due process (specify right believed to have been violated); and/or,
- Significant new evidence is available that could change the outcome.

7.2 Office Responsible for Appeal Review

~~Appeals must be submitted to the Office of the Vice President for Student Affairs. The Vice President for Student Affairs or designee will be responsible for the review and timely response to all appeals submitted.~~ Appeals are submitted to the Dean of Students. The Dean of Students will provide notification to the Provost of the receipt of an appeal and will then be responsible for the review and timely response to all appeals. The appeal decision is final.

7.3 Suspension of Original Sanction Pending Appeal Review

A properly-filed notice of appeal suspends the imposition of sanctions until the appeal is decided, unless, in the discretion of the ~~Vice President for Student Affairs~~ Provost or designee, the continued presence of the student on the campus poses a serious threat to themselves or to others, property, or to the normal operation of the University.

7.4 Appeal Review Process

The appellate officer will review the written letter of appeal from the student and determine if one of the bases for appeal is present. If it is, a review of the appeal will be granted. The appellate officer shall review:

- The response from the hearing officer/body, and
- Materials presented at the original hearing.

Appeals shall be decided upon the record of the original proceedings and upon the written responses submitted by the parties. Decisions of the conduct bodies will be given great deference by the appellate decision maker. After reviewing these materials, the appellate officer may decide to do one of the following:

- Affirm the finding and the sanction imposed;
- If specified errors occurred, remand to the original decision makers to address the error, change the procedures, consider new evidence that could not have been discovered by a properly diligent accused before or during the original hearing, substitute new adjudicators, or otherwise repair the grounds that gave rise to the appeal;
- Affirm the finding and reduce, but not eliminate or increase the sanction if found to be grossly disproportionate to the offense; or
- Cases may only be dismissed if the finding is held to be arbitrary and capricious.

A crucial point in the appeals process is the shifting of the burden of proof. At the initial hearing, the burden of proof lies with the complainant. Once there is a finding of responsibility, the burden shifts to the petitioner. The decision on the appeal will generally be made within ten (10) business days of receipt of the appeal but may take longer during University recesses or in the event of complex cases.

8.0 STUDENT CONDUCT RECORDS

These records are considered “educational records,” in accordance with the Family Rights and Privacy Act (Public Law 93-380). These records are private and may not be disclosed in whole or in part except as provided by law or by written authorization from the student. Conduct records are separate from a student’s academic records. Students have the right to inspect and review the materials contained in their conduct record subject to office procedures.

Those notified of ~~your status~~ a change in any student status are the ~~Executive Director~~ Office of Residential Life, Director Public Safety, ~~and the~~ Office of the Dean of Students, ~~and the~~ Office of the Provost.

8.1 Maintenance of Records

Indiana State University is responsible for the maintenance of student conduct records. These records are maintained for a period of seven (7) years from date of the successful completion of the most recent University assigned sanction. Recordings of hearings will be maintained until the final decision of the University appellate process or the failure of the student to file appeal within the deadline specified by the University.

8.2. Right to Review Conduct Record

The Family Education Rights and Privacy Act (FERPA) affords students and eligible parents the right to “inspect and review the education records of the student” (section 99 10 (a) Disciplinary records maintained by the University are considered education records as defined by this law. Parents of a

dependent student as defined by the Internal Revenue Code will receive notification of sanctions of certain violations of the Code of Student Conduct (~~See section III of the Code of Student Conduct, subsection D “Types of Disciplinary Action” for details.~~)

All materials in the disciplinary record are the property of Indiana State University. This includes, printed summaries, audio recordings of hearings, written recommendations or decisions reflecting findings of responsible or not responsible as well as the conduct process outcome(s) assigned to those students found in violation. The University will not release these materials to any party, unless compelled to do so through a court order. Students may request an opportunity to review those records by scheduling an appointment with the **SCI SSA**.

SCI SSA has established guidelines in order to afford students and eligible parents access to the disciplinary record, while exercising the institution’s responsibility to privacy required by law. A dependent student who desires that **his/her** their parent review **his/her** their disciplinary record must provide written consent to **SCI SSA**.

Materials provided an accused student (e.g. complaint, witness statements, charges) become the property and the responsibility of the accused student.

8.3 Right to Amend Conduct Record

In the event that the student believes his or her records to be inaccurate, misleading, or otherwise in violation of his or her expectation of privacy, he or she may challenge the information that is contained in his or her educational records by contacting the University official responsible for the particular educational record in question. The student may then request informal meetings and discussions to resolve his or her concerns. The University official may decide that the student has sufficiently demonstrated that the challenged material should be deleted or modified, and the change will subsequently be made. Otherwise, the student may insert a statement into his or her record to explain any such material from his or her point of view, or a formal hearing may be requested in writing through **SCI SSA** and/or the **Vice President for Student Affairs Provost**. This right to challenge information contained in the student’s educational records does not extend to grades unless a grade assigned by a professor was inaccurately recorded. Individuals, agencies, or organizations shall not have access to the student’s personally identifiable educational record without his or her written consent except for the following:

- University personnel who require access with a legitimate educational interest;
- Officials of other schools in which the student may seek or intend to enroll; provided that the student has the opportunity to receive a copy of such records if he or she desires;
- Authorized representatives of the government when release of such data is necessary in connection with the audit and evaluation of federal- or state-supported educational programs, or in connection with the enforcement of legal requirements that relate to such programs;
- In connection with the student’s application for, or receipt of, financial aid;
- State and local officials or authorities to which such information is specifically required to be reported or disclosed;
- Organizations conducting studies for, or on behalf of, the University for the purpose of developing, validating, or administering predictive tests, administering student aid programs, and improving instruction;
- ~~His or her~~ **A student’s** parents, if he or she is dependent student as defined by the Internal Revenue Service Code, which means that ~~he or she~~ **they** receive more than one-half of ~~his or her~~ **student** financial support from ~~his or her~~ **their** natural or adoptive parents;
- In connection with emergency, if the knowledge of the student’s information is necessary to protect ~~his or her~~ **a student’s** health or safety or that of other persons; and
- In compliance with a legal order or pursuant to any lawfully issued subpoena provided that the

student is notified of any such order or subpoena before ~~his or her~~ student information is released. A log is maintained for student's inspection of those individuals, agencies, or organizations listed above (other than University personnel) who have had access to or been provided personally identifiable information from the student's file.

9.0 INTERPRETATION AND REVISION

9.1 Interpretation

Any question of interpretation or application of the Code shall be referred to ~~SGI~~ SSA.

9.2 Amendments and Review

Amendments may be proposed by the Indiana State Student Government Association (SGA), Faculty Senate, Staff Council, Residence Hall Association (RHA), administrative personnel, or any member of the university community. Proposed amendments must be presented to the Office of Student ~~Conduct and Integrity~~ Support and Accountability for consideration. In addition, the Code shall be reviewed at least every two years under the direction of the Office of Student ~~Conduct and Integrity~~ Support and Accountability. University community members will be notified of all approved amendments, as well as effective dates via electronic notification (i.e. university e-mail, campus communications).

The Board of Trustees for Indiana State University are required to approve recommended changes to the Code pertaining to the rights of a student involved in the conduct process and policies for which a student may be found responsible. The Provost will approve editorial and procedural changes. The Office of the General Counsel will be consulted to determine when Board approval is required.

APPENDIX A: DEFINITIONS AND ACRONYMS

The following definitions will be used in this Code:

- The term "University" means Indiana State University.
- The term "student" includes all persons whom have applied and been accepted by the University as eligible to enroll in courses, both full-time and part-time, non-degree and degree seeking, pursuing undergraduate, graduate, or professional studies and those who attend post-secondary educational institutions other than Indiana State University and who reside in University residence halls. Students who are not officially enrolled for a particular term or terms (up to two years after the last active enrollment) are defined as having a continuing relationship with the University and are considered "students."
- The term "student organization" refers to an organization at an institution of higher education (such as a club, society, association, varsity or junior varsity athletic team, club sports team, fraternity, sorority, band, or student government) in which two or more of the members are students enrolled at the institution of higher education, whether or not the organization is established or recognized by the institution. (Defined by the Stop Hazing Act). ~~The term "student organization" refers to any number of students which has obtained recognition through the Student Activities and Organizations following specific University guidelines. It is understood that all policies and prohibited conduct may be applicable to student organizations if individuals act in part or on behalf of any student organization.~~
- The term "faculty member" means any person hired, appointed, or assigned by the University to conduct classroom activities.
- The term "University official" includes any person employed by the University performing assigned administrative or professional responsibilities. This term includes student employees (e.g. student workers, resident assistants, community service officers).
- The term "member of the University community" includes any person who is a student, faculty

- member, university official, or any other person employed by the University.
- The term “University premises” includes all land, buildings, facilities, and other property in the possession of or owned, used, or controlled by the University (including adjacent streets and sidewalks).
- The term “sanction” refers to a conduct outcome where active participation from the accused student is required. Sanctions are intended to be educational to promote personal and/or community growth and betterment.
- The term “stipulation” refers to a conduct outcome that will likely result in a higher disciplinary outcome if violated but may be a passive requirement. For example, a stipulation may be that the student is to refrain from further conduct violation. There is no activity involved to successfully complete this requirement.
- The term “University Conduct Board” or “University Conduct Officer” means any person or persons authorized by the president of the University or his/ her designee(s), pursuant to policies established by the University, to determine whether a student or student organization has violated the Code of Student Conduct and to impose appropriate sanctions, including separation of the student from Indiana State University or revocation of registration or recognition.
- The term “shall” is used in the imperative sense.
- The term “may” is used in the permissive sense.
- The Director of ~~SCI~~ SSA is the person designated by the President of the University to be responsible for administration of the Code.
- The term “policy” is defined as the written regulations of the University as found in, but not limited to, the Code of Student Conduct, the Residence Hall Handbook, The University Handbook, and the Graduate and Undergraduate Catalogs.

The following acronyms will be used in this Code:

- AC—Administrative Conference
- CRP—Complaint Resolution Process
- SAO- Student Activities and Organizations
- ~~SCI~~ SSA—Office of Student ~~Conduct and Integrity~~ Support and Accountability
- UCB—University Conduct Board
- UCO—University Hearing Officer
- UH—University Handbook

APPENDIX B: “SYCAMORE STANDARD”

Adopted by SGA in 2002; Adapted Policy Review Committee 2013

All members of Indiana State University will learn and apply essential life lessons related to: self-awareness, communication, civility and respect, integrity, forgiveness, patience and trust. As a member of Indiana State University:

- I will practice personal responsibility and academic integrity;
- I will aspire towards truth and learning;
- I will foster an environment conducive to mine and other’s health, wellness, and safety;
- I will avoid acts that promote intolerance of individuals or groups;

- I will conduct myself in a manner that brings honor to me and the University community; and
- I will discourage behaviors by others that are differing to these standards and expectations of the Code of Student Conduct.

Awareness of the common good leads us to make individual choices in light of how they affect, or may affect, other people and the **ISU Indiana State University** community as a whole. Accepting certain social conditions allows people, either as groups or individuals, to reach their full holistic development

APPENDIX C: MEDICAL AMNESTY

ISU Indiana State University Alcohol Health Procedures: Alcohol Safety and Assistance Program (ASAP)

The utmost concern of Indiana State University is the care and well-being of our student body. Alcohol-related illness poses significant dangers to students. The university community understands that the risk of university discipline can deter a student from making the call that could save the life of someone who has consumed too much alcohol. In alcohol related emergencies, **ISU** ASAP seeks to mitigate deterring consequences for the intoxicated student as well as one student seeking medical attention on behalf of the intoxicated student. The purpose of **ISU** ASAP is not to exonerate students from disciplinary action; rather the **ISU** ASAP favors educationally-based, reformation-minded University responses to these frightening incidents. The proposed procedure will foster a culture in which individuals feel comfortable calling for help on behalf of those in need of assistance, thereby saving lives.

Any student who requires medical assistance due to an alcohol-related illness may be exempt from university disciplinary sanctions when all of the following has taken place:

- a. The proper authorities are notified;
- b. The student completely cooperates with all authorities involved and provides all requested information, i.e. the provider of alcohol, the person/organization that owns the property where the incident occurred, etc.; and
- c. After the offense, the student remains compliant with the prescribed Alcohol Education and Assessment Initiative issued by the Office of **SGI SSA**.

One (1) student who assists the ill individual may be exempt from university disciplinary sanctions related to this incident when all of the following has taken place:

- a. The proper authorities are notified;
- b. The student completely cooperates with all authorities involved and provides all requested information; and
- c. The student remains with the ill individual until the authorities arrive to the scene.

The decision to provide the exception from university disciplinary sanctions shall be the judgment of the **SGI SSA** office. NOTE: The exception does not apply to any criminal charges that might be incurred as a result of an offense and vice versa, a student may still be exempt through the University process, even if criminal charges are pursued by legal channels.

Repeat offenses may not receive the immunity that this procedure offers.

APPENDIX D: SALES AND SOLICITATIONS

~~Sales and solicitations may be conducted on campus by an officially registered or recognized student organization. Off-campus charitable, not-for-profit, and commercial enterprises offer programming opportunities that often include sales. Such programs may be brought onto campus under the sponsorship of a registered or recognized student organization. All sales and solicitations must comply with University regulations and policies, as well as local, state, and federal laws and ordinances.~~

- ~~• Sales or solicitations in residence halls must be approved by Residential Life~~
- ~~• Sales or solicitations conducted anywhere on campus except in the residence halls must be approved by Student Activities and Organizations. In addition, use of a facility for the purpose of sales or solicitations must be approved by the person charged with primary responsibility for use of that facility. (Names of such persons are available in Student Activities and Organizations.)~~
- ~~• Individual students who wish to sell or solicit on campus may do so by renting space in the Hulman Memorial Student Union or by conducting the sale in the privacy of their own residence hall rooms or University Apartments residence, provided such sales have been specifically approved in accordance with the Residential Life guidelines.~~

APPENDIX D: STUDENT RIGHTS UNDER FERPA/ PARENTAL NOTIFICATION

Background

Congress amended the Family Educational Rights and Privacy Act (FERPA) in late 1998 to permit colleges and universities to notify the parents or guardians of students about violations of campus alcohol and drug policies, regardless of age. For specifics regarding FERPA, please visit <https://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html>.

Purpose

It is the goal of Indiana State University to expand the partnership with parents/guardians in encouraging students to make reasonable, responsible, and healthy decisions about alcohol and other drugs. In addition, we know that there is a strong association between a declining academic performance and the illegal/abusive use of alcohol and other drugs by our students. By notifying parents/guardians of violations of this nature, we have the opportunity to work together to aid in the academic success and healthy social integration of our students.

Details of Notification

If a student under the age of 21 is found responsible violating 3.3.3—Drug Related Behavior and/or 3.3.4—Alcohol Related Behavior of the Code of Student Conduct, **SCI SSA** will notify the student's parents/guardians in writing.

Written notifications will not include specific details of the incident(s), circumstances surrounding the violation(s), or any specifics of the case. If parents/guardians are interested in receiving more information are encouraged to discuss the case with their student. If questions remain, parents/guardians are encouraged to contact **SCI SSA**.

Additional Information

Notification is designed to inform parents/guardians a violation has occurred and to encourage an educational discussion between parents/guardians and their student. Notifications will be sent for repeat violations of 3.3.4—Alcohol Related Behavior and for first time/repeat violations of 3.3.3—Drug Related Behavior.

An integral part of the conduct adjudication process will be the discussion concerning notification of the parents/ guardians. Consideration will be given to situations where notification may be detrimental to the student or family.

When there is reason to believe that a student's health and well-being are at risk or they have placed other members of the community at risk, the Dean of Students or ~~his/her~~ **their** designee may contact the parents/guardians directly.

2I Resolution Honoring Diann McKee on the Occasion of Her Retirement

WHEREAS, Diann E. McKee has served Indiana State University with distinction throughout a long and exemplary career marked by integrity, dedication, and exceptional leadership; and

WHEREAS, Diann E. McKee most recently held the position of Senior Vice President for Finance and Administration and University Treasurer, demonstrating a deep commitment to fiscal stewardship and institutional excellence; and

WHEREAS, during her tenure, she provided strategic oversight of significant construction and capital improvements on and near the Indiana State University campus, transforming the physical environment and supporting the university's mission; and

WHEREAS, the major construction projects under her leadership have included the \$50 million rehabilitation of Hulman Center; major renovation and restoration of Normal Hall, Stalker Hall, Federal Hall, Fine Arts Building, Dreiser Hall, construction of the new \$64 million College of Health and Human Services —the largest building ever constructed on the campus, renovation and updating of all four Sycamore Towers residence halls, construction of a new track and field facility, and, currently, Chestnut Building for the Early Childhood Education Center, and the \$66 million renovation and expansion of the Bailey College of Engineering and Technology; and

WHEREAS, her responsibilities grew to encompass a wide range of vital university operations, including construction, maintenance, environmental safety, public safety, human resources, and all financial functions; and

WHEREAS, she successfully managed these complex functions in addition to supervising multi-million-dollar capital project budgets on an annual basis; and

WHEREAS, she has served as Indiana State University's Chief Financial Officer for 17 years, in a university career that has spanned 38 years, and during this time, she has served six University Presidents with unwavering professionalism and institutional knowledge; and

WHEREAS, her leadership and foresight have significantly enhanced the university's financial stability, operational effectiveness, and campus safety, leaving a legacy that will benefit students, faculty, staff, and the community for years to come; and

WHEREAS, Diann E. McKee has earned the admiration and respect of her colleagues, peers, and the broader higher education community for her professionalism, wisdom, and unwavering commitment to the mission of public education; and

WHEREAS, for her service to Indiana State University and the wider community over decades, she leaves behind a legacy of excellence, integrity, and transformative impact;

THEREFORE, BE IT RESOLVED, that the Indiana State University President Michael P. Godard and the Indiana State University Board of Trustees express grateful recognition, and high commendation to Diann E. McKee, for her extraordinary service to Indiana State University, and we offer our heartfelt congratulations and sincere best wishes for a fulfilling and well-deserved retirement.

BE IT FURTHER RESOLVED that the title of Senior Vice President for Finance and Administration Emeritus be bestowed upon Diann E. McKee; and

BE IT FURTHER RESOLVED that this Resolution be spread upon the records of the minutes of the Indiana State University Board of Trustees and that a copy thereof be duly executed and transmitted to her.

ADOPTED BY THE INDIANA STATE UNIVERSITY BOARD OF TRUSTEES ON THIS TWENTY-SEVENTH DAY OF JUNE, TWO THOUSAND TWENTY-FIVE.

Recommendation: Acceptance of the Resolution Honoring Diann McKee on the Occasion of Her Retirement to the Board of Trustees by Diann McKee.

2m Resolution to Honor Service of Katherine VanHyfte

WHEREAS, Katherine VanHyfte has given distinguished service as a member of the Indiana State University Board of Trustees from 2023 to 2025; and

WHEREAS, Ms. VanHyfte exhibited exemplary leadership, enthusiasm, and interest in university activities during her tenure of service as a Trustee, and has contributed to the advancement of the University; and

WHEREAS, her many contributions have been of special value in the development and enhancement of the University during her term as a Trustee; and

WHEREAS, as a Trustee, he has provided valuable advice to her Trustee colleagues and has given generously of her energy, loyalty, and talents to Indiana State University;

NOW, THEREFORE, BE IT RESOLVED, that Indiana State University President Michael P. Godard and the Indiana State University Board of Trustees express grateful recognition, high commendation, and sincere best wishes to Katherine VanHyfte for her service.

BE IT FURTHER RESOLVED, that the Resolution be spread upon the records of the minutes of the Indiana State University Board of Trustees and that a copy thereof be duly executed and transmitted to her.

ADOPTED BY THE INDIANA STATE UNIVERSITY BOARD OF TRUSTEES ON THIS TWENTY-SEVENTH DAY OF JUNE, TWO THOUSAND TWENTY-FIVE.

Recommendation: Acceptance of the Resolution in recognition of service to the Board of Trustees by Katherine VanHyfte.

3a University Investments

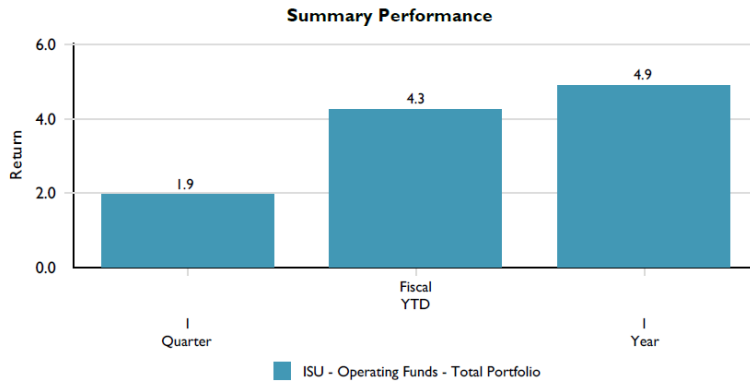
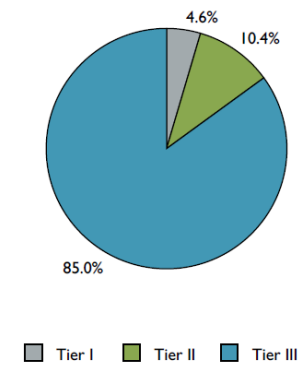
In accordance with the Board of Trustees approved investment policy, the University Treasurer is responsible for management and oversight of all investments. The University Treasurer is to provide a quarterly investment performance review of all funds to the Board. Below is the quarterly report for the period ending March 31, 2025.

ISU - Operating Funds - Total Portfolio - Plan Summary

As of March 31, 2025

Investment Managers	Market Value
First Financial Cash	\$986,748
First Financial Active Cash	\$4,590,573
Old National Intermediate	\$12,750,248
Reams Asset Management Core	\$35,307,950
Loomis Sayles Core Plus	\$55,438,759
Reams Unconstrained	\$13,356,397
ISU - Operating Funds - Total Portfolio	\$122,430,675

Tier Distribution of Total Portfolio



Asset Allocation by Tier

March 31, 2025			
	Market Value	% of Total Assets	Target Allocation
Tier I			
First Financial Cash	\$986,748	0.8%	\$10mm - \$25mm
First Financial Active Cash	\$4,590,573	3.7%	
	\$5,577,321	4.6%	
Tier II			
Old National Intermediate	\$12,750,248	10.4%	\$10mm - \$15mm
	\$12,750,248	10.4%	
Tier III			
Reams Asset Management Core	\$35,307,950	28.8%	Remaining Balance
Loomis Sayles Core Plus	\$55,438,759	45.3%	
Reams Unconstrained	\$13,356,397	10.9%	
	\$104,103,106	85.0%	
	\$122,430,675	100.0%	

ISU - Operating Funds - Total Portfolio - Change in Market Value Summary

As of March 31, 2025

Last I Quarter

	Beginning Market Value	Deposits / Withdrawals (Net)	Investment Gain/Loss	Ending Market Value
ISU - Operating Funds - Total Portfolio	\$123,054,859	-\$3,110,091	\$2,485,907	\$122,430,675
Tier I	\$8,494,702	-\$3,003,359	\$85,978	\$5,577,321
First Financial Cash	\$3,334,852	-\$2,372,800	\$24,696	\$986,748
First Financial Active Cash	\$5,159,850	-\$630,559	\$61,282	\$4,590,573
Tier II	\$12,482,088	-\$7,676	\$275,837	\$12,750,248
Old National Intermediate	\$12,482,088	-\$7,676	\$275,837	\$12,750,248
Tier III	\$102,078,070	-\$99,056	\$2,124,092	\$104,103,106
Reams Asset Management Core	\$34,593,406	-\$33,744	\$748,287	\$35,307,950
Loomis Sayles Core Plus	\$54,605,132	-\$53,756	\$887,384	\$55,438,759
Reams Unconstrained	\$12,879,532	-\$11,556	\$488,421	\$13,356,397

Fiscal Year To Date

	Beginning Market Value	Deposits / Withdrawals (Net)	Investment Gain/Loss	Ending Market Value
ISU - Operating Funds - Total Portfolio	\$126,279,574	-\$9,322,711	\$5,473,813	\$122,430,675
Tier I	\$12,253,540	-\$7,013,261	\$337,041	\$5,577,321
First Financial Cash	\$5,253,119	-\$4,376,857	\$110,486	\$986,748
First Financial Active Cash	\$7,000,421	-\$2,636,404	\$226,556	\$4,590,573
Tier II	\$14,250,701	-\$2,125,204	\$624,751	\$12,750,248
Old National Intermediate	\$14,250,701	-\$2,125,204	\$624,751	\$12,750,248
Tier III	\$99,775,333	-\$184,247	\$4,512,020	\$104,103,106
Reams Asset Management Core	\$34,586,807	-\$865,532	\$1,586,675	\$35,307,950
Loomis Sayles Core Plus	\$54,632,972	-\$1,385,547	\$2,191,334	\$55,438,759
Reams Unconstrained	\$10,555,554	\$2,066,832	\$734,011	\$13,356,397

ISU - Operating Funds - Total Portfolio - Investment Manager Returns

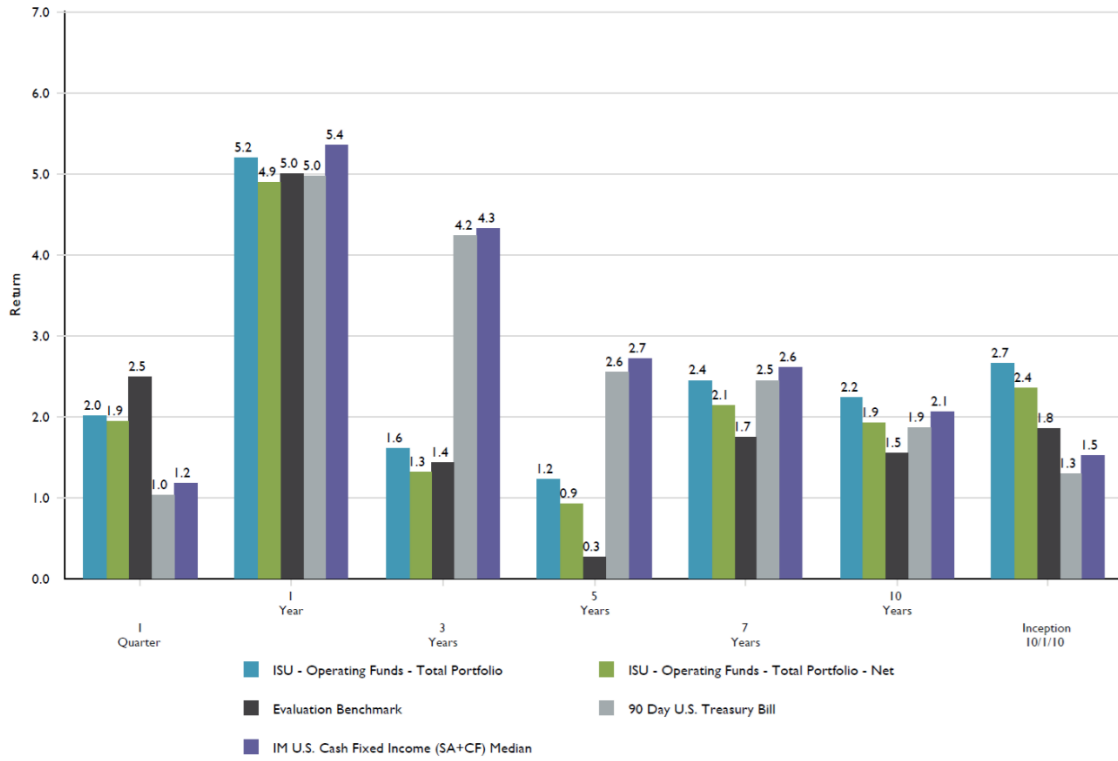
As of March 31, 2025

	Performance (%)								
	I Quarter	Year To Date	1 Year	3 Years	5 Years	7 Years	10 Years	Since Inception	Inception Date
ISU - Operating Funds - Total Portfolio	2.02	2.02	5.20	1.61	1.23	2.45	2.24	2.66	10/01/2010
ISU - Operating Funds - Total Portfolio (Net)	1.94	1.94	4.90	1.32	0.93	2.13	1.93	2.35	
Evaluation Benchmark*	2.50	2.50	5.00	1.43	0.27	1.74	1.55	1.85	
Tier I	1.05	1.05	4.86	4.00	2.43	2.37	1.85	1.40	10/01/2010
First Financial Cash	1.04	1.04	4.81	4.18	2.56	2.40	1.89	1.38	10/01/2010
90 Day U.S. Treasury Bill	1.02	1.02	4.97	4.23	2.56	2.45	1.86	1.30	
First Financial Active Cash	1.05	1.05	4.88	3.85	2.36	2.37	1.83	1.46	10/01/2010
FTSE 1 Year Treasury OTR	1.12	1.12	5.13	3.56	1.99	2.30	1.78	1.33	
Tier II	2.21	2.21	5.38	2.66	1.44	2.35	1.96	1.97	10/01/2010
Old National Intermediate	2.21	2.21	5.38	2.04	0.77	2.19	1.87	2.13	10/01/2010
Bmbg. Intermed. U.S. Government/Credit	2.42	2.42	5.65	2.18	0.86	2.18	1.81	2.06	
Tier III	2.08	2.08	5.16	0.98	1.09	2.61	2.44	3.23	10/01/2010
Reams Asset Management Core	2.16	2.16	5.52	0.54	0.70	2.72	2.33	2.87	10/01/2010
Bmbg. U.S. Aggregate Index	2.78	2.78	4.88	0.52	-0.40	1.58	1.46	2.11	
Loomis Sayles Core Plus	1.62	1.62	4.35	0.92	1.14	2.46	2.54	3.60	10/01/2010
Bmbg. U.S. Aggregate Index	2.78	2.78	4.88	0.52	-0.40	1.58	1.46	2.11	
Reams Unconstrained	3.70	3.70	7.41	-	-	-	-	6.33	06/01/2023
ICE BoFA USD 3-Mo Dep Offer Rate Constant Maturity	1.07	1.07	5.19	4.32	2.71	2.63	2.07	5.33	
IH Other Global Fixed Income (SA+CF) Median	2.02	2.02	6.99	3.16	5.80	3.16	3.21	8.44	

Current Evaluation Benchmark* = 14% 90 Day T-Bill, 11% Bloomberg Intermediate Gov/Credit Index, 75% Bloomberg Aggregate Index

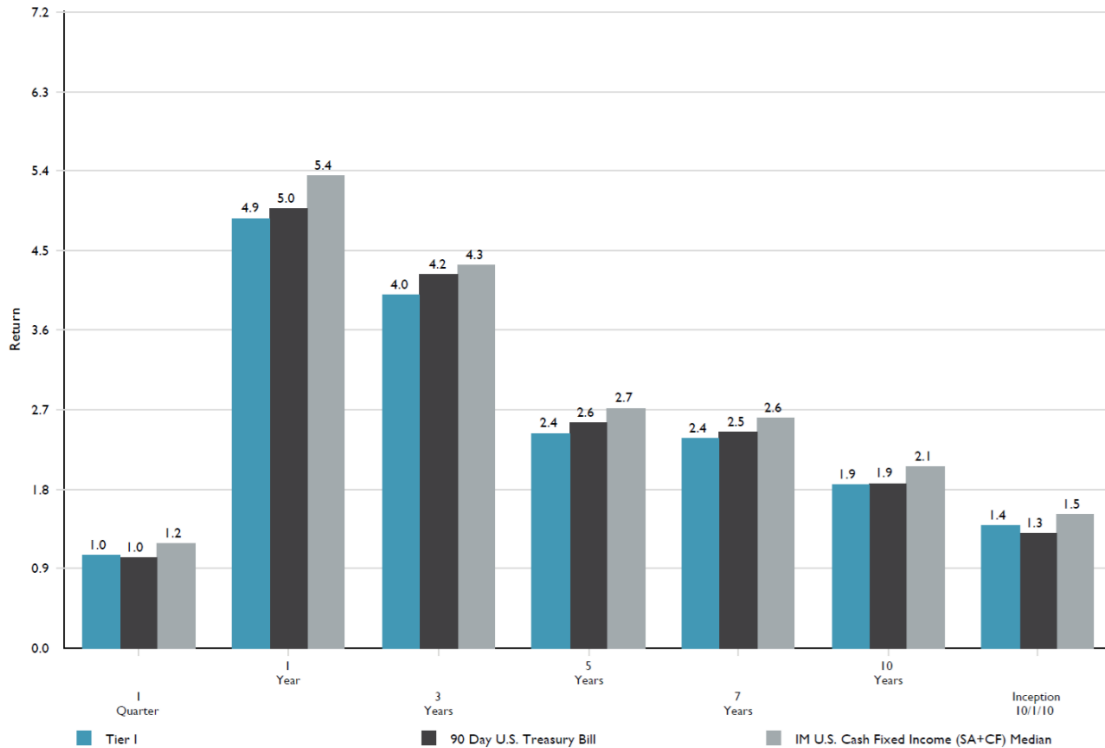
Total Fund Performance - Annualized

As of March 31, 2025



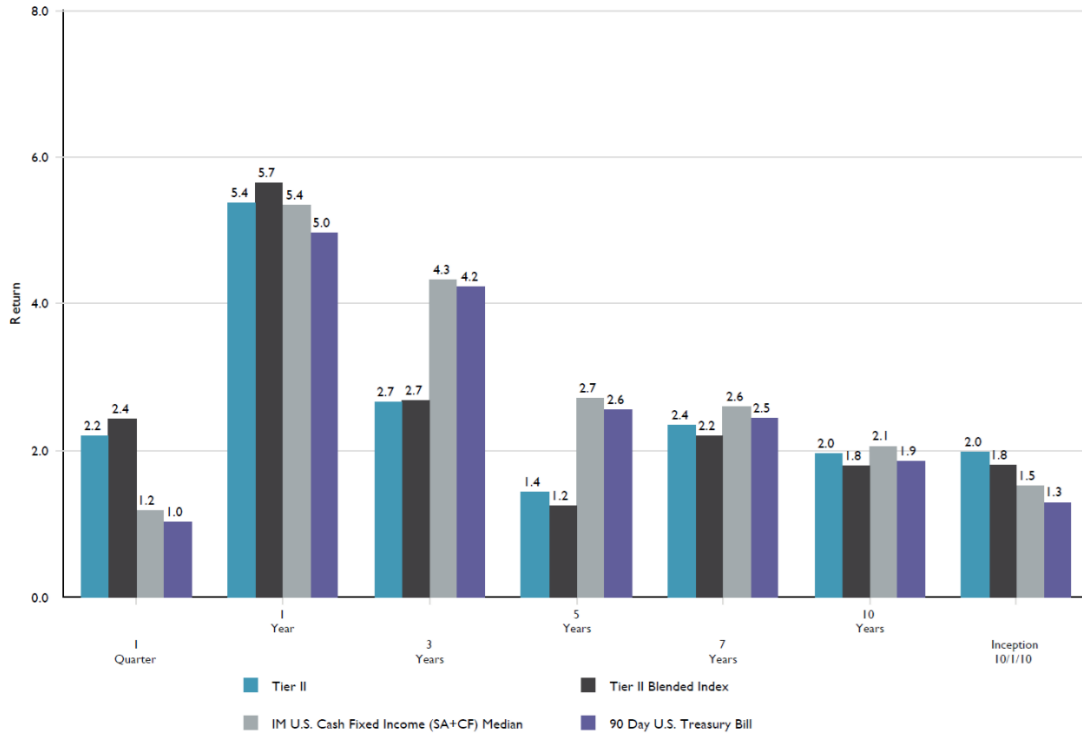
Tier I Performance - Annualized

As of March 31, 2025



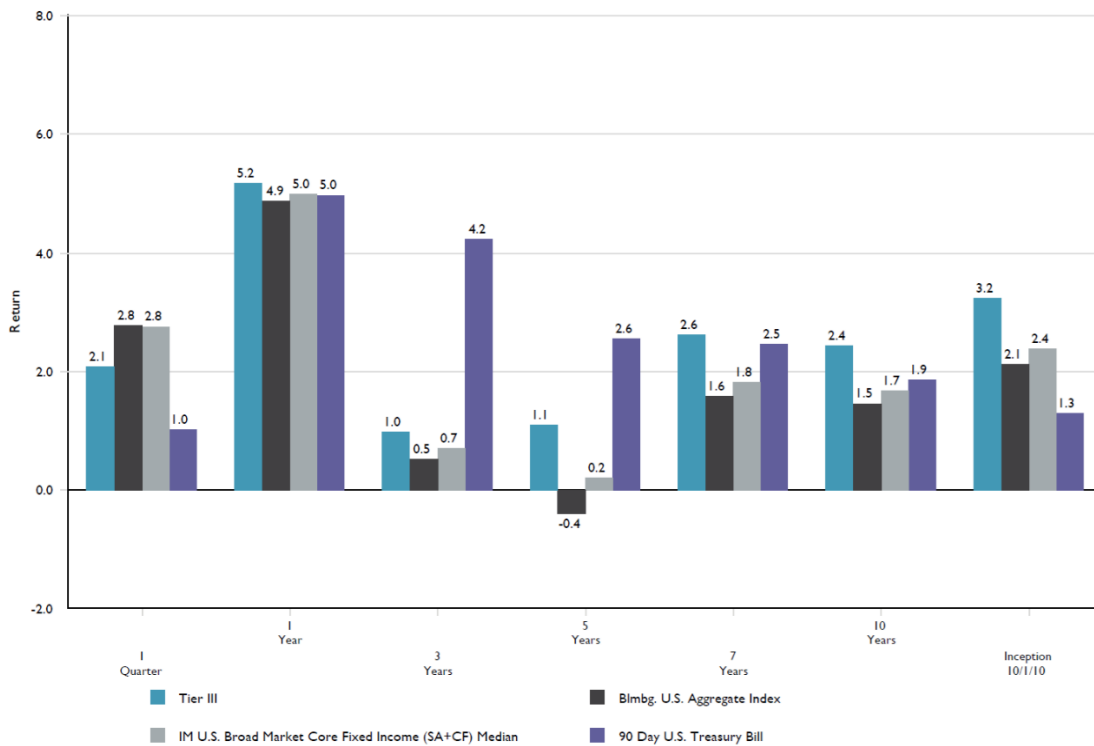
Tier II Performance - Annualized

As of March 31, 2025



Tier III Performance - Annualized

As of March 31, 2025



3b Grants and Contracts

1. Duke Energy Foundation, Fund No. 549604, Proposal 25-070
An agreement in the amount of \$4,000.00 has been received from Duke Energy Foundation for the project entitled, "Indiana State Performing Arts Series," under the direction of Lori Wilson, Hulman Center, for the period May 1, 2025, through April 30, 2026.
2. Community-Engaged Alliance, Fund No. 549600, Proposal No. 25-059
An agreement in the amount of \$4,000.00 has been received from Community-Engaged Alliance for the project entitled, "Indiana State University Food Forest Program," under the direction of Cayle Moreo, Institute for Community Sustainability, for the period May 19, 2025, through May 18, 2026.
3. Community-Engaged Alliance, Fund No. 549601, Proposal No. 25-062
An agreement in the amount of \$7,500.00 has been received from Community-Engaged Alliance for the project entitled, "A Data-Driven Partnership for Construction Safety: Identifying Leading Indicators to Reduce Workplace Injuries," under the direction of Charmaine Mullins-Jaime, Department of Built Environment, for the period May 19, 2025, through November 19, 2026.
4. Community-Engaged Alliance, Fund No. 549602, Proposal No. 25-064
An agreement in the amount of \$3,300.00 has been received from Community-Engaged Alliance for the project entitled, "Promoting Community Resilience and Disaster Preparedness in the Wabash Valley," under the direction of Nathan Myers, Department of Political Science, for the period August 20, 2025, through May 1, 2026.
5. United Way of the Wabash Valley, Fund No. 549603, Proposal No. 25-055
An agreement in the amount of \$20,000.00 has been received from United Way of the Wabash Valley for the project entitled, "Helping ALICE Children Succeed in Higher Education," under the direction of Burr Hartman, University Student Success & Advising, for the period March 27, 2025, through February 28, 2027.
6. Digital Promise Global, Fund No. 549582, Proposal 25-081
Additional appropriations in the amount of \$6,800.00 have been received from Digital Promise Global for the project entitled, "Introductory Statistics Courseware Study," under the direction of Jessica Markle, Mathematical Sciences, for the period July 15, 2024, through February 27, 2026.
7. Indiana Academy of Science, Fund No. 549609, Proposal No. 25-068
An agreement in the amount of \$4,900.00 has been received from Indiana Academy of Science for the project entitled, "Unraveling the Mechanism of Fox Transcription Factor-Driven Polo Kinase Activation During Cardiac Progenitor Cell Division," under the direction of Rajnandani Katariya, Department of Biology, for the period April 30, 2025, through March 31, 2026.
8. Chamber Music America, Fund No. 549610, Proposal No. 25-037
An agreement in the amount of \$9,750.00 has been received from Chamber Music America for the project entitled, "2025 Presenter Consortium for Jazz Grant," under the direction of Margaret "Peggy" Moran, School of Music, for the period January 1, 2025, through June 30, 2026.

9. The CenterPoint Energy Foundation, Fund No. 549611, Proposal No. 25-054
An agreement in the amount of \$40,000.00 has been received from The CenterPoint Energy Foundation for the project entitled, “2025 Power of Math and Power of Reading Summits,” under the direction of Malea Crosby, Dean’s Office, Bayh College of Education, for the period April 1, 2025, through March 31, 2026.

10. Indiana Department of Education, Fund No. 549605, Proposal 25-002
An agreement in the amount of \$962,494.16 has been received from Indiana Department of Education for the project entitled, “Promoting Achievement for Students with Sensory Loss (PASS),” under the direction of Bruce Kulwicki, Blumberg Center for Interdisciplinary Studies in Special Education, for the period October 1, 2024, through September 30, 2026.

11. Union Hospital, Inc., Fund No. 549606, Proposal 25-075
An agreement in the amount of \$23,534.00 has been received from Union Hospital Inc. for the project entitled, “Clinical Affiliation and Graduate Assistantship,” under the direction of Matthew Rivera, Department of Applied Medicine and Rehabilitation, for the period August 1, 2025, through May 31, 2026.

3c Faculty Personnel

FACULTY

Appointments

Quang Hung Ha; Assistant Professor, Department of Earth and Environmental Systems; Ph.D., Indiana State University; salary \$62,000 per academic year; effective August 1, 2025.

Christopher Lennard; Assistant Professor, School of Music; M.M., University of Cincinnati; salary \$58,853 per academic year; effective August 1, 2025.

John Newman; Assistant Professor, Department of Mathematical Sciences; Ph.D., The Ohio State University; salary \$62,000 per academic year; effective August 1, 2025.

Dominick Rivers; Assistant Professor, Department of Art and Design; M.F.A., Indiana University; salary \$60,000 per academic year; effective August 1, 2025.

Instructor Appointments of 2-5 years – 2025-2026 Academic Year

Christina Pearson; Instructor, Department of Management Information Systems and Business Education; M.L.D., Saint Mary of the Woods; salary \$67,500 per academic year; effective August 1, 2025.

Change of Status and/or Pay Rate

Amy Ash; from Professor, Department of English to Chair and Professor, Department of English; supplement of \$1,800 per month; effective August 1, 2025.

Carrie Ball; Professor, Department of Teaching and Learning; reappointment as Chairperson, Department of Teaching and Learning; supplement of \$15,000 per academic year; for the appointment period of August 1, 2025, through May 31, 2028.

Lisa Calvin; from Chair and Associate Professor, Department of Languages, Literatures, and Linguistics to Associate Professor, Department of Languages, Literatures, and Linguistics; salary \$78,061 per academic year; effective August 1, 2025.

Concetta DePaolo; from Professor, Department of Marketing and Operations to Chair and Professor, Department of Marketing and Operations, supplement of \$1,500 per month; effective August 1, 2025.

Rusty Gonser; Professor, Department of Biology; reappointment as Chairperson, Department of Biology; supplement of \$15,000 per academic year; for the appointment period of August 1, 2025, through May 31, 2028.

Vicki Hammen; from Professor, Department of Applied Clinical and Educational Sciences to Chair and Professor, Department of Applied Clinical and Educational Sciences; supplement of \$1,500 per month; effective August 1, 2025.

Jennifer Inlow; Professor, Department of Chemistry and Physics; reappointment as Chairperson, Department of Chemistry and Physics; supplement of \$15,000 per academic year; for the appointment period of August 1, 2025, through May 31, 2028.

Jennifer Latimer; Professor, Department of Earth and Environmental Systems; reappointment as Chairperson, Department of Earth and Environmental Systems; supplement of \$12,000 per academic year; for the appointment period of August 1, 2025, through May 31, 2028.

Christine MacDonald; from Chair and Professor, Department of Applied Clinical and Educational Sciences to Professor, Department of Applied Clinical and Educational Sciences; salary \$106,645 per academic year; effective August 1, 2025.

Robin Nering; Professor, Department of Social Work; reappointment as Chairperson, Department of Social Work; supplement of \$12,000 per academic year; for the appointment period of August 1, 2025, through May 31, 2028.

John Pommier; Professor, Department of Applied Medicine and Rehabilitation; reappointment as Chairperson, Department of Applied Medicine and Rehabilitation; supplement of \$21,600 per fiscal year; for the appointment period of July 1, 2025, through June 30, 2028.

Erik Southard; from Professor, School of Nursing to Professor and Interim Associate Director of Students, School of Nursing; supplement of \$1,500 per month; effective May 1, 2025, through June 30, 2025.

Keri Yousif; from Professor, Department of Languages, Literatures, and Linguistics to Chair and Professor, Department of Languages, Literatures, and Linguistics; supplement of \$1,500 per month; effective August 1, 2025.

Change in Sabbatical

Scott Buchanan; Professor, School of Music; change in sabbatical from the spring semester 2026 to the spring semester 2027.

Cory Campbell; Associate Professor, Department of Accounting, Finance, Insurance and Risk Management; change in sabbatical from the fall semester 2024 to the fall semester 2025.

Brendan Corcoran; Professor, Department of English; change in sabbatical from the fall semester 2025 to the fall semester 2026.

Rusty Gonser; Professor, Department of Biology; change in sabbatical from the fall semester 2025 to the fall semester 2026.

Namita Goswami; Professor, Department of Multidisciplinary Studies; change in sabbatical from the fall semester 2025 to the fall semester 2026.

Mark Lewandowski; Professor, Department of English; change in sabbatical from the spring semester 2026 to the spring semester 2027.

John Liu; Professor, Department of Accounting, Finance, Insurance and Risk Management; change in sabbatical from the fall semester 2025 to the fall semester 2026.

Christine MacDonald; Professor, Department of Applied Clinical and Educational Sciences; change in sabbatical from the fall semester 2025 to the fall semester 2026.

Alina Waite; Professor, Department of Management Information Systems and Business Education; change in sabbatical from the fall semester 2025 to the fall semester 2026.

Keri Yousif; Professor, Department of Languages, Literatures, and Linguistics change in sabbatical from the spring semester 2026 to the spring semester 2027.

Retirements

Barbara Eversole; Professor, Department of Management Information Systems and Business Education; effective May 31, 2025.

Michael Shelden; Professor, Department of English; effective May 31, 2025.

Emeriti

Barbara Eversole; Professor, Department of Management Information Systems and Business Education; effective May 31, 2025.

Michael Shelden; Professor, Department of English; effective May 31, 2025.

Separations

Mushahid Hussain; Assistant Professor, Department of Multidisciplinary Studies; effective May 31, 2025.

Amanda Otieno; Instructor, Department of Social Work; effective May 31, 2025.

Michelle Wright; Assistant Professor, Department of Psychology; effective May 31, 2025.

James F. Wurtz; Associate Professor, Department of English; effective May 31, 2025.

3d Other Personnel

NON-EXEMPT				
<u>Appointments</u>				
Name	Title	Department	Rate	Date
Anderson, Terrence	Custodian I	Sycamore Housing	\$13.52	April 14, 2025
Fortner, John	Senior Maintenance Mechanic	Mechanical Trades	\$17.64	April 14, 2025
Lee, Ryan	Custodian I	Custodians	\$13.52	May 19, 2025
Mackay, Daniel	Custodian I	Custodians	\$13.52	April 7, 2025
Myers, Elizabeth	Administrative Assistant I	Dept of Art & Design	\$15.30	May 12, 2025
Purcell, Christopher	Groundskeeper	Grounds	\$13.52	May 12, 2025
Taylor, Devin	Police Officer	Public Safety Department	\$24.79	April 7, 2025
Tevlin, Oscar	Groundskeeper	Grounds	\$13.52	May 19, 2025
West, Mason	Police Officer	Public Safety Department	\$24.79	April 7, 2025
<u>Promotions / Transfers</u>				
Name	Title	Department	Rate	Date
Butler, Taylor	Police Sergeant	Public Safety Department	\$30.40	May 10, 2025
Hair, Linda	Administrative Specialist	University Student Success & Advisi	\$21.22	April 26, 2025
Kuhn, Karmon	Collections/3rd Party Sponsor Billing Specialist	Assoc VP University Controller	\$19.37	March 29, 2025
McFaddin, Emilie	Administrative Specialist of Graduate Student Services	Dean, College of Education	\$23.98	March 29, 2025
Piske, Andrew	Police Captain of Investigations	Public Safety Department	\$37.12	March 29, 2025
Smith, Karen	Custodial and Special Services Manager	Custodians	\$26.00	May 24, 2025
Wolfe, Austin	Detective Sergeant	Public Safety Department	\$32.11	May 10, 2025
<u>Retirements</u>				
Name	Title	Department		Date
Norris, Rodney	Custodian I	Custodians		April 30, 2025
<u>Separations</u>				
Name	Title	Department		Date
Allison, Brandon	Custodian I	Sycamore Housing		May 22, 2025
Bridgewater, Isaiah	Custodian I	Custodians		April 24, 2025
Bunting, Kassidy	Financial Aid Processing Specialist	Student Financial Aid		May 2, 2025
Elmore, Marvin	Administrative Assistant II	Kinesiology Recre & Sport		May 9, 2025
Hernandez, Michael	Steam Plant Systems Operator (Stationary Engineer)	Power Plant		April 2, 2025
Mentzer, Rivkah	Special Collections Cataloger	Library Services		April 11, 2025
Stull, Cathy	Custodian II	500 Wabash		April 11, 2025
West, Mason	Police Officer	Public Safety Department		April 22, 2025

NON-EXEMPT PROFESSIONAL				
<u>Appointments</u>				
Name	Title	Department	Rate	Date
Hall, Brandon	IT Systems Technician	Office of Information Technology	\$21.54	March 31, 2025
Siddiq, Khalid	Education Abroad Budget and Technology Specialist	Center for Education Abroad	\$22.56	May 12, 2025
<u>Promotions / Transfers</u>				
Name	Title	Department	Rate	Date
Gifford, Angella	Compensation Analyst	Human Resources	\$25.73	March 29, 2025
Gorham, Jerri	Assistant Bursar	Assoc VP University Controller	\$31.38	April 12, 2025
Porter, Matthew	Sycamore Outdoor Center Facilities/Operations Coordinator	Hulman Center	\$23.52	January 4, 2025
<u>Changes in Status / Pay Rate</u>				
Name	Title	Department	Rate	Date
Fritz, Kristin	Senior Benefits Analyst	Employee Benefits	\$28.59	March 29, 2025
Swickard, Erica	Senior HR Business Partner	Human Resources	\$28.84	March 29, 2025
Truax, Michael	Enrollment Management Systems Analyst	Undergraduate Admissions	\$23.61	March 29, 2025
<u>Separations</u>				
Name	Title	Department		Date
Epple, Shayla	Assistant Registrar - Records Management	Office of the Registrar		April 30, 2025
ATHLETICS				
<u>Appointments</u>				
Name	Title	Department		Date
Kepple, Tyler	Athletic Equipment Manager	Athletic Operations		April 17, 2025
Niederhaus, Justin	Athletic Equipment Manager	Athletic Operations		May 2, 2025
Weithman, Dillon	Football Video Coordinator	Athletics-Football		May 5, 2025

EXEMPT				
<u>Appointments</u>				
Name	Title	Department	Salary	Date
Benesh, Dana	Assistant Dean of Bailey College of Engineering and Technology	Dean, College of Engineering & Tech	\$81,500	May 15, 2025
Johnson, Erik	Tier 3 IT Support Specialist	Office of Information Technology	\$52,000	March 31, 2025
Richards, Traci	Student Counseling Center Director	Student Counseling Center	\$110,000	May 12, 2025
Wilson, Eric	University Advisor	Dean, College of Arts & Sciences	\$40,000	May 27, 2025
<u>Promotions / Transfers</u>				
Name	Title	Department	Salary	Date
Fallon, Kelly	Instrument Repair Technician and Tuner	School of Music	\$60,726	April 1, 2025
Hanson, Cody	Associate Dean, Arts and Sciences - Student Academic Affairs	Dean, College of Arts & Sciences	\$118,395	May 1, 2025
Hooten, Diana	Institutional Research Director	Office of Institutional Research	\$85,000	May 1, 2025
Momanyi, Beatrice	Human Resources Director	Human Resources	\$81,091	April 1, 2025
Whitesell, Shandi	Coordinator of B/MD Rural Health & Pre-Health Professions Advisor	Dean, College of Arts & Sciences	\$43,739	March 10, 2025
<u>Changes in Status / Pay Rate</u>				
Name	Title	Department	Salary	Date
Tschida, Barbara	Accounts Payable Manager	Assoc VP University Controller	\$61,191	April 1, 2025
<u>Retirements</u>				
Name	Title	Department		Date
Payne, Ronald	Admissions Associate Director - Systems	Undergraduate Admissions		May 1, 2025
<u>Separations</u>				
Name	Title	Department		Date
Cleghorn, Kenneth	Systems Integrator	Office of Information Technology		May 23, 2025
Curtis, Deborah	President Emeritus	President's Office		June 30, 2025
Jordan, Tracey	Executive Director of Library Services and University Librarian	Library Services		April 1, 2025
ATHLETICS				
<u>Appointments</u>				
Name	Title	Department	Salary	Date
Jarman, Bradley	Assistant Coach, Football	Athletics-Football	\$43,000	April 1, 2025
<u>Separations</u>				
Name	Title	Department		Date
Evans, Krystle	Asst Coach, Women's Basketball	Athletics-Womens Basketball		April 14, 2025
Furr, John	Asst Coach, Men's Basketball	Athletics-Mens Basketball		May 19, 2025
Johnson, Timothy	Asst Coach, Men's Basketball	Athletics-Mens Basketball		May 23, 2025

3e Board Representation at University Events

Events Requiring Board Representation

July 24—25, 2025

Board of Trustees Retreat & Meeting

Optional Events

None currently.

If you are planning to attend any of these events, please contact Jennifer Keller at (812)237-7768 or jennifer.keller@indstate.edu so that the appropriate arrangements can be made.

3f In Memoriam

IN MEMORIAM: Mrs. Bonnie Turner

WHEREAS, Mrs. Bonnie Turner, retired Administrative Assistant I in the Art Department, died on the 30th of April two thousand and twenty-five; and

WHEREAS, Mrs. Bonnie Turner had given loyal and devoted service to Indiana State University for 16 years and had gained the respect and affection of those who knew her as a co-worker and friend; and

THEREFORE, BE IT RESOLVED, that the Indiana State University Board of Trustees by this Resolution expresses deep sympathy and condolence to her family and further expresses gratitude and respect for the service which she gave to the University; and

BE IT FURTHER RESOLVED that this Resolution be spread on the records of the minutes of the Indiana State University Board of Trustees.

IN MEMORIAM: Dr. David Beach

WHEREAS, Dr. David Beach, a retired Professor from the Electronic & Computer Technology Department of Indiana State University, died on the 17th day of April two thousand and twenty-five; and

WHEREAS, Dr. David Beach, had given loyal and devoted service to Indiana State University for 30 years and had gained the respect of students and colleagues who knew him as a scholar, teacher and friend;

THEREFORE, BE IT RESOLVED, that the Indiana State University Board of Trustees by this Resolution expresses deep sympathy and condolence to his family and further expresses gratitude and respect for the dedicated service which he gave to the University; and

BE IT FURTHER RESOLVED that this Resolution be spread on the records of the minutes of the Indiana State University Board of Trustees.

IN MEMORIAM: Dr. James Jacobs

WHEREAS, Dr. James Jacobs, a retired Professor from the Department of Elementary, Early & Special Education of Indiana State University, died on the 12th day of April two thousand and twenty-five; and

WHEREAS, Dr. James Jacobs, had given loyal and devoted service to Indiana State University for 26 years and had gained the respect of students and colleagues who knew him as a scholar, teacher and friend;

THEREFORE, BE IT RESOLVED, that the Indiana State University Board of Trustees by this Resolution expresses deep sympathy and condolence to his family and further expresses gratitude and respect for the dedicated service which he gave to the University; and

BE IT FURTHER RESOLVED that this Resolution be spread on the records of the minutes of the Indiana State University Board of Trustees.

IN MEMORIAM: Dr. Loran Braught

WHEREAS, Dr. Loran Braught, a retired Professor from the Department of Elementary Education of Indiana State University, died on the 24th day of May two thousand and twenty-five; and

WHEREAS, Dr. Loran Braught had given loyal and devoted service to Indiana State University for 24 and a half years and had gained the respect of students and colleagues who knew him as a scholar, teacher and friend;

THEREFORE, BE IT RESOLVED, that the Indiana State University Board of Trustees by this Resolution expresses deep sympathy and condolence to his family and further expresses gratitude and respect for the dedicated service which he gave to the University; and

BE IT FURTHER RESOLVED that this Resolution be spread on the records of the minutes of the Indiana State University Board of Trustees.

IN MEMORIAM: Mrs. Margaret Haas

WHEREAS, Mrs. Margaret Haas, retired Accounting Clerk II in the Office of the Controller, died on the 29th of May two thousand and twenty-five; and

WHEREAS, Mrs. Margaret Haas had given loyal and devoted service to Indiana State University for 33 years and had gained the respect and affection of those who knew her as a co-worker and friend; and

THEREFORE, BE IT RESOLVED, that the Indiana State University Board of Trustees by this Resolution expresses deep sympathy and condolence to her family and further expresses gratitude and respect for the service which she gave to the University; and

BE IT FURTHER RESOLVED, that this Resolution be spread on the records of the minutes of the Indiana State University Board of Trustees.

4 Old Business

No old business to report.