
**ACADEMIC POLICY COUNCIL
MINUTES
WEDNESDAY, SEPTEMBER 17, 2003**



Those absent: Lewis (Leroy Ashorn attended), Plishker, Cartright

Visitor: Marsha Harman

1. Approval of APC minutes of July 23, 2003. The minutes were approved as presented.
2. Council of Academic Deans minutes of June 25 and July 16, 2003. The minutes were distributed and discussed.
3. Update on Review of Academic Policy Statements. The following policy statements are being reviewed:
 - a. APS 801014—Graduate Faculty Status. Dr. Muehsam will meet with the Graduate Council during the fall semester. The referenced policy will be discussed at the next APC meeting.
 - b. APS 810814—Tenets for Academic Status for Professional Librarians. The Library faculty will discuss and bring recommendations to APC. The referenced policy will be discussed at the next APC meeting.
 - c. APS 820317—The Faculty Evaluation System. As agreed upon at an earlier APC meeting, an ad hoc committee comprising a couple of academic deans and a department chair from each college was formed. Members of the ad hoc committee have been selected except for a representative from the College of Criminal Justice. This ad hoc committee will work with the Faculty Evaluation Committee in reviewing the referenced policy.

The Faculty Evaluation Committee will make recommendations to APC at a future date.

- d. APS 820830—Faculty Grievance Procedure.
 - Section 2.03 has been referred to the Faculty Senate for discussion. Dr. Payne has asked Fernando Gomez, General Counsel for The Texas State University System, to review the entire policy to make sure it is consistent with the staff grievance policy.

This policy will be placed on a future APC agenda in about a month.

- e. APS 830401—Insurance Fringe Benefits and Sick Leave Accrual for Interim Faculty Members. Because of changes being made outside the university (legislature), verbiage in this policy may be affected. Payroll and Human Resources will have an opportunity to review this policy. The referenced policy will be placed on a future APC agenda.

- f. APS 840901—Early Retirement Program for University Faculty. Dean Lewis will rewrite section 3 and bring back new wording to APC. Payroll and Human Resources will have an opportunity to review this policy. The referenced policy will be placed on a future APC agenda.
- g. APS 030603, Enrollment and Facilities Use Policy. Dr. Eglsaer is looking into concerns with this policy and will place the item on the next APC agenda.

Reminder: APC is in the process of reviewing all Academic Policy Statements in an effort to ensure the policies are up to date and compliant with current legislation, Regents' Rules and Regulations, Coordinating Board guidelines, etc. The order in which the policies are being reviewed is as they are listed in the numerical indices of the Academic Policy Manual, beginning with the Faculty Section. When this process began, the intent was to review three policies at each meeting. However, some policies are requiring additional time for review. As soon as some of the policies currently under review are brought forward for action, new policies will be distributed for consideration.

- 4. Committee Nominations. Ms. Roberson reviewed a list of nominations needed from deans and/or APC for committee appointments:
 - a. Curriculum Committee—replacements needed from college curriculum committees to replace Hollis Lowery-Moore, Dana Nicolay, and Mitchel Roth. The deans will forward nominations to Ms. Roberson by the end of the week.
 - b. Distinguished Professor Review Committee—replacements needed for Maureen McIntyre, Paul Reed, Paul Ruffin, and Charles Friel. The deans will forward nominations to Ms. Roberson by the end of the week.
 - c. Faculty Committee for Emeritus Evaluation—VPAA needs to appoint a chair. Bill Green was appointed.
 - d. Faculty Evaluation Committee—replacement needed for Dean Lewis. Dean Lewis was nominated to continue to serve.
 - e. Faculty Grievance Committee—replacements needed for Richard Eglsaer (Regular Member), Brian Chapman (Alternate Member), and Mary Plishker (Reserve Member). Charlene Crocker was nominated to serve as a Regular Member; Bob Biles as an Alternate Member; and Donna Desforges as a Reserve Member.
 - f. Institutional Effectiveness Committee—needs to be revised.

- g. International Programs and Activities Committee—replacements needed for Frieda Koeninger (Arts and Sciences), Mitchel Roth (Criminal Justice), Douglas Berg (Business Administration), and Frank Fair (Education and Applied Science). The deans will forward nominations to Ms. Roberson by the end of the week.

5. American Democracy Project. Dr. Payne discussed the referenced project.

The American Democracy Project is a multi-campus initiative that seeks to create an intellectual and experiential understanding of civic engagement in the United States in the 21st century. The project targets undergraduates enrolled at institutions that are members of the American Association of State Colleges and Universities (AASCU). The project grows out of a concern about decreasing rates of participation in the civic life of America in voting, in advocacy, in local grassroots associations, and in other forms of civic engagement that are necessary for the vitality of our democracy. The goals of the project are:

- > *to increase the number of undergraduate students who understand and are committed to engaging in meaningful civic actions by asking participating institutions to review and restructure academic programs and processes, extracurricular programs and activities, and the institutional culture; and*
- > *to focus the attention of policy makers and opinion leaders on the civic value of the college experience.*

The project initially will involve 144 member campuses of AASCU, representing more than 1.3 million students. The national project is directed by AASCU; a project co-director comes from The New York Times.

6. Miscellaneous.

- a. Addition of courses. Dr. Eglsaer explained that the University Curriculum Committee will be approached about the prospect of adding two courses in response to changes in the TASP legislation and new retention efforts.
 - > SAM 136, Introduction to Collegiate Life—The first-year-experience task force has proposed the creation of a freshman success class. In the past, this material has been incorporated into freshman-level classes such as English composition, Intro Psychology, Intro Sociology, and History. It has been decided to offer this class as a voluntary stand-alone three-hour class. It will be taught by both faculty and staff who have the interest and SACS qualifications and will be totally paid for by a course fee. This class will be invaluable to SHSU in trying to improve its retention rates.

- > RDG 011—With the repeal of the TASP laws and the initiation of the Texas Success Initiative, there are new policies dealing with remediation. In the area of reading, students failing to attain the desired cut-off score may be given the opportunity to take two reading-intensive core-curriculum classes. If they make a grade of C or better in each of these two classes and complete 15 reading tutorials, these students will be able to satisfy the reading requirement. To facilitate the implementation of this policy, the one-hour reading class is proposed to identify and organize these tutorials.

Contingent upon approval by the Curriculum Committee, the proposal to add these two courses will be forwarded to the Academic Affairs Council.

- b. New policies. Frank Parker announced there are new policies concerning use of Austin Hall, the Old Main Pit, Gibbs Ranch, and the Peabody Library. He asked that members review the policies for discussion at the next APC meeting.
- c. TEACH Act. Ann Holder shared information concerning the Technology, Education, and Copyright Harmonization Act (TEACH Act). This act revised sections of the U.S. Copyright Law governing the conditions under which accredited, nonprofit educational institutions in the U.S. may use copyrighted materials without permission from the copyright owner and without payment of royalties.

In summary, if instructors and/or institutions wish to take advantage of the opportunities provided by the TEACH Act for using copyrighted materials, they must reasonably:

- *limit access to copyrighted works to students currently enrolled in the class;*
- *limit access only for the time needed to complete the class session or course;*
- *inform instructors, students, and staff of copyright laws and policies;*
- *prevent further copying or redistribution of copyrighted works; and*
- *not interfere with copy protection mechanisms*

Dr. Tayebi invited Ms. Holder to attend a Faculty Senate meeting to explain the TEACH Act.

- d. Enrollment. Ms. Chandler reported that SHSU had a record enrollment in fall 2003 and that the enrollment of freshmen was up over 11 percent.
- e. Growth. Dr. Payne reported that the President is setting much higher growth targets and linking faculty growth with student growth. Because we have quality students, quality facilities, and quality faculty, continued growth is expected.

Dorothy Roberson
Recorder