
**ACADEMIC POLICY COUNCIL
MINUTES
WEDNESDAY, NOVEMBER 19, 2003**



Those absent: Cartwright

Visitor: Christina Blair (SGA, represented Cartwright), Dianne Key

1. Approval of APC minutes of October 1, 2003. The minutes were approved as presented.
2. Council of Academic Deans minutes of September 24 and October 8, 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 had previously distributed proposed revisions to the policy. In the last paragraph of Section 2.03, additional revisions were suggested. The motion was made and seconded to endorse the proposed revisions. Passed unanimously.
 - b. APS 810814—Tenets for Academic Status for Professional Librarians. Ms. Holder had previously distributed a revised policy. Several additional revisions were recommended.
 - At the end of Section 3.01, add the phrase “excluding FES Form 2 if an organized class is not taught.” The motion was made and seconded to accept this change. Passed unanimously.
 - In Section 4.01, remove the phrase “teaching and.” The motion was made and seconded to accept this change. Passed unanimously.
 - It was proposed that Section 10.02 be removed as it served no purpose. Ms. Holder explained that in the past this section has referred only to existing library resources. After much discussion, the consensus was that APC was not condoning, encouraging, nor in any way supporting censorship of library resources. The motion was made and seconded to remove Section 10.02. The vote revealed 7 in favor and 6 against. Motion passed.
 - 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 and 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 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. Dr. Gomez's suggestions/comments have been received and Dr. Eglsaer is working on incorporating them into the policy.

This policy will be placed on a future APC agenda.

- 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 distributed proposed rewording of Sections 3.01 and 3.02 and added a sentence to Section 3.03. The motion was made and seconded to accept the proposed changes in Sections 3.01 and 3.02 and to endorse the revised policy without the proposed sentence addition in Section 3.03. Passed unanimously.

Payroll and Human Resources will have an opportunity to review this policy.

- g. APS 030603, Enrollment and Facilities Use Policy. Dr. Eglsaer is looking into concerns with this policy and will place the item on a future 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. Remedial Plan. Dr. Eglsaer had previously presented a remedial plan drafted by the committee overseeing the various academic support programs. Each department requiring remedial work detailed the cut-off point to determine students' remedial needs, as well as options for demonstrating competency. Recommendations included the following:
 - (a) Students who need more than one area of remediation will be restricted from taking upper-level classes.
 - (b) Decisions to restrict upper-level classes until a student completes all remediation will be left up to the individual departments. Typically, this will be tied to class prerequisites rather than remedial issues (i.e., students must complete Math 164 or equivalent prior to enrolling in upper-level classes).

- (c) Students who fail a remedial class will be placed on probation and will be required to be readvised.

At the October 1 APC meeting, Faculty Senate representatives indicated their desire to take the plan to the Senate for input. At its October 2 meeting, the Senate voted to strike the words “more than one area” from the first recommendation, strike the second recommendation altogether, and leave the third recommendation as is. Dr. Eglsaer indicated the second recommendation was dictated by law.

An item (d) was proposed to be added to the remedial plan:

- (d) Students will be required to remain in remediation until they have demonstrated competency in reading, writing, and mathematics.

The motion was made and seconded to accept the proposed remediation plan including the addition of item (d). Passed unanimously.

5. Pay Increase. Dr. Payne led the discussion concerning the method(s) which should be used in the Division of Academic Affairs to distribute the 3 percent mid-year pay increase. Passionate arguments were made. Some members felt it should be a straight across-the-board 3 percent increase for faculty and staff. Others felt it should be an across-the-board 3 percent increase for staff; and for faculty a 1 percent across-the-board increase with the remaining 2 percent being used for merit. The logistics of implementing a mid-year pay increase were discussed. Questions about who would be included were posed. Dr. Payne indicated he would take all views into consideration before making a recommendation to the President’s Cabinet.
6. Miscellaneous.
- a. Alpha Chi. Dr. Payne reminded members that a recommendation had come from the Faculty Senate in April 2003 “that acknowledgement of any honor society on stage at graduation be discontinued in order to help with time constraints and equity.” The VPAA indicated that APC had previously approved this Faculty Senate recommendation and asked if there was still a consensus. There was universal agreement by APC members. In addition, beginning with the December 2003 commencement ceremonies the gold honor cords will be presented by the Director of the Honors Program.
- b. Tree of Light Ceremony. Mr. Parker stated the Tree of Light Ceremony is scheduled for Thursday, December 4.
- c. Saturdays@Sam. Ms. Chandler reported that 1,500 had signed up for the upcoming Saturdays@Sam.

Dorothy Roberson
Recorder