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**ACADEMIC POLICY COUNCIL  
MINUTES  
WEDNESDAY, MARCH 2, 2005**

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Absent: Chandler (Trevor Thorn attended), Eglsaer, Holder, Lewis (Leroy Ashorn attended), Parker, Ringo, Stevens

Visitor: Dr. Shi Buzhou, Vice President, Jiangsu Teachers University of Technology; Dr. Li Liang, Vice President, Huaiyin Normal University; Ying Wan (translator)

1. Approval of APC minutes of February 2, 2005. The minutes were approved as presented.
2. Council of Academic Deans minutes of January 26, 2005. The minutes were reviewed.
3. Update on Review of Academic Policy Statements.
  - a. APS 810213—Procedures in Cases of Academic Dishonesty. Dean Lewis, Dr. Eglsaer, and Dr. Muehsam are reviewing the policy. It was agreed that section 5.36 of Chapter VI of the *TSUS Rules and Regulations* should be added to the SHSU policy. It was also suggested that the same wording used in the TSUS document be used in the SHSU document. The policy will be on the next APC agenda.
  - b. APS 990407—Student Resignations. Dr. Harman indicated she had visited with Dr. Heather Thielemann concerning the policy. It was suggested that the form for resignation be integrated with the resignation policy. It is important to determine why students are resigning and to make sure the students understand the ramifications of their decisions. Students attempting to drop the last class from their schedule would be required to go to the Registrar's Office. The suggestion was also made to have a two-way video available at The University Center so students resigning at that facility would be able communicate with the appropriate offices on campus without having to come to campus. The reason for having a date set for resignations had not been determined. The policy will be placed on a future agenda.
  - c. APS 800107—Out-of-State/Out-of-Country Resident Credit Courses. Dr. Payne presented the policy for review. One modification was suggested in section 2.05. The motion was made and seconded to endorse the policy with one modification. Passed unanimously.
  - d. APS 800521—Division/Department Academic Distinction Program Policy. Dr. Payne presented the policy for review. Several modifications were recommended. The motion was made and seconded to endorse the revised policy with the recommended modifications. Passed unanimously.
  - e. APS 801007—Courses and Grades Transferred from Other Colleges and/or Universities. Dr. Payne presented the policy for review. There was discussion concerning whether undergraduate and graduate students should be addressed in a single policy. The policy will be placed on a future agenda.
  - f. APS 820830—Faculty Grievance Procedure. Dr. Payne indicated the Faculty Senate had some concerns in the proposed revisions to the referenced policy with the President's involvement in

the selection of the Grievance Hearing Committee. The concerns will be examined. Dr. Payne will visit with President Gaertner and APC will agree to whatever the President wants to do concerning selection of the Grievance Hearing Committee. [NOTE: Dr. Payne visited with President Gaertner. The President wants to make the final selection in the membership of the Grievance Hearing Committee.]

- g. APS 820317—The Faculty Evaluation System. Dr. Payne reported that Dr. Fernando Gomez, General Counsel for The Texas State University System, had recommended some very minor changes to the revised policy. The changes were reviewed and everyone concurred with the recommendations.
- h. APS 840502—Admission Standards for Undergraduate Students. Mr. Trevor Thorn presented revisions to the referenced policy. The additions primarily concerned provisions for graduates of a non-accredited or non-ranking high school. Several suggestions for change were recommended. The motion was made and seconded to endorse the policy with the recommended revisions. Passed unanimously.

*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 policies are being reviewed in the order in which 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. Occasionally there is a need to review a policy out of order so that a particular situation may be addressed.*

- 4. Enhancement Grants. Dr. Plishker presented recommendations on behalf of the Research Council for Enhancement Grant awards. There were 13 proposals submitted with recommendations to make 8 awards for a total of \$172,094—3 awards for personal development and 5 awards for research. The motion was made and seconded to endorse the recommendations for Research Enhancement Grants. Passed unanimously.
- 5. Faculty Research Grants. On behalf of the Research Council, Dr. Plishker presented recommendations for Faculty Research Fund awards. There were 29 proposals submitted with recommendations to make 10 awards for a total of \$29,985. The motion was made and seconded to endorse the recommendations for Faculty Research Grants. Passed unanimously.
- 6. Academic Policy Statements to be reviewed at next meeting.
  - a. APS 801215—Second Master's Degree
  - b. APS 840606—Library Use Policy
  - c. APS 850822—Guidelines for Awarding Academic Scholarships

Dorothy Roberson  
Recorder