
**ACADEMIC POLICY COUNCIL
MINUTES
WEDNESDAY, MAY 4, 2005**



Absent: Brown (Karen Smith attended), Holder, Horn, Lewis (Leroy Ashorn attended), Parker, Ward (Wes Johnson attended)

1. Approval of APC minutes of April 19, 2005. The minutes were approved as presented.
2. Council of Academic Deans minutes of April 13, 2005. The minutes were reviewed.
3. Update on review of Academic Policy Statements.
 - a. APS 891208—University Photocopying for Classroom, Research and Library Reserve Use. Ms. Holder will present the policy at the next APC meeting.
 - b. APS 801007—Courses and Grades Transferred from Other Colleges and/or Universities. Dr. Muehsam will continue to review this policy to determine if the policy should address both undergraduate and graduate student courses and grade transfers. The policy will be placed on a future APC agenda.
 - c. APS 910116—Off-Campus Instruction. Dean Chapman volunteered to review the policy and bring back to a future APC meeting.
 - d. APS 910312—Academic Probation and Suspension. It was determined that the policy only referred to undergraduate classes. Members concurred that graduate classes should also be included. Dr. Muehsam will review the policy and bring it back to APC for discussion.
 - e. APS 900417—Faculty Reappointment, Tenure, and Promotion. Several changes were recommended:
 - Section 4.01—In the listing of tenure units for the College of Humanities and Social Sciences, Journalism and Radio/Television will become one tenure unit—Mass Communication.

There was an inquiry about whether Psychology and Philosophy were interested in becoming one tenure unit. Dean Thibodeaux will check with the department to determine their desire.

- Section 7.01—Add the following statement:

The dean shall appoint the chair for this committee.

- Section 7.02—Add the following statement as the next to the last sentence:

The dean shall also appoint the chair for this committee.

- Section 7.04—Replace the last sentence with the following statement:

All votes by the committee shall be done by secret ballot. A separate record of the vote count for tenure and/or promotion from the DPTAC members shall be transmitted to the appropriate administrator and to the Standing Faculty Tenure Committee.

The motion was made and seconded to accept the recommended changes (including the Psychology/Philosophy modification if so desired by the department). Passed unanimously.

- f. APS 830823—Reproducing of Hard Copy of Academic Records from the University's Computer Bank. Dr. Eglsaer presented several modifications recommended by Dr. Fernando Gomez. The motion was made and seconded to accept the changes. Passed unanimously.
- g. APS 840606—Library Use Policy. Dr. Eglsaer presented one modification recommended by Dr. Gomez. The motion was made and seconded to accept the modification. Passed unanimously.
- h. APS 820830—Faculty Grievance Procedure. Dr. Gomez had made some additional comments and recommendations concerning the referenced policy. APC members had concerns about some of the recommendations. Dr. Eglsaer agreed to call Dr. Gomez and visit with him about the expressed concerns. The policy will be placed on the next CAD and APC agendas.
- i. APS 920820—College Level Courses Available to Huntsville High School Seniors. The motion was made and seconded to rescind the policy.
- j. APS 930129—Enrollment in Thesis or Dissertation Courses. Dr. Muehsam will take the policy to the Graduate Council for review. The policy will be placed on a future APC agenda.
- k. APS 930226—Developmental Course Attendance. Dr. Eglsaer will review the policy and bring back to APC with recommendations for modification.
- l. APS 860110—Courses Which Last Less Than a Semester or Summer Session. Dean Chapman distributed copies of the referenced policy with proposed revisions. The policy will be placed 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 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.

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- 4 Academic Policy Statements to be reviewed at next meeting.
 - a. APS 930105—The Honors Program
 - b. APS 940202—Payments to University Employees for Services
 - c. APS 940317—Academic Fresh Start

Dorothy Roberson
Recorder