
**ACADEMIC POLICY COUNCIL
MINUTES
WEDNESDAY, SEPTEMBER 7, 2005**



Absent: Brown (Karen Smith attended), Holder, Plishker, Thorn, Ward (Wes Johnson attended)

1. Approval of APC minutes of July 6, 2005. The minutes were approved as presented.
2. Council of Academic Deans minutes of June 8, 22, and 29, July 13 and 27, and August 10, 2005. The minutes were reviewed.
3. Update on Review of Academic Policy Statements.
 - a. APS 801007—Courses and Grades Transferred from Other Colleges and/or Universities. Dr. Muehsam will bring the policy back to APC at a future meeting.
 - b. APS 910312—Academic Probation and Suspension. Dr. Muehsam distributed copies of revisions to the referenced policy. The revisions will be reviewed at the next APC meeting.
 - c. APS 930129—Enrollment in Thesis or Dissertation Courses. Dr. Muehsam will bring the policy back to APC at a future meeting.
 - d. APS 930226—Developmental Course Attendance. Dr. Eglsaer presented a revised copy of the policy. The name of the policy has been changed to Required Remedial Education. The motion was made and seconded to accept the revisions to the policy. Passed unanimously.
 - e. APS 910116—Off-Campus Instruction. The policy will be brought back to APC at a future meeting.
 - f. APS 940202—Payments to University Employees for Services. Dean Lewis distributed a revised copy of the referenced policy. Dean Lewis will check to determine how other universities are handling issues under Section 3.01 of this policy. The policy will be placed on a future APC agenda.
 - g. APS 950601—Readers Not Employed by SHSU Serving on SHSU Thesis and Dissertation Committees. Dr. Muehsam will bring this policy back to APC at a future meeting.
 - h. APS 921007—Academic Advisory Councils. Dr. Eglsaer and Dean Brown will prepare another revision of this policy. The policy will be placed 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 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. As soon as some of the policies currently under review are brought forward for action, new policies will be distributed for consideration.

4. Miscellaneous.

- a. Refunds. Dr. Eglsaer reminded members that there is no way to give students refunds unless the University is at fault. He asked members to help spread the word.
- b. Curriculum cycle. Dr. Muehsam reminded members that the curriculum cycle has been altered slightly so that changes not associated with a new degree program can be implemented earlier than in the past. To accomplish this, the curriculum review process has been divided into two sections: (1) changes not associated with new degree programs and (2) changes associated with new degree programs.

The committee is currently in the process of reviewing those changes not associated with new degree programs. In order to get these changes into the February Board Report, it will be necessary to meet during the fall semester. Once the committee has completed the first round review, it will begin to look at changes associated with new degree programs and the new programs themselves. A meeting of the Academic Affairs Council will be held in February to review new degree programs and these changes will go into the May Board Report.

- c. Local calling from Houston. Mr. Stevens reported that all campus telephones now have the capability to dial, toll free, telephones within the Houston local calling area.

Dorothy Roberson
Recorder