
**ACADEMIC POLICY COUNCIL
MINUTES
WEDNESDAY, SEPTEMBER 6, 2006**



Absent: Plishker, Ward (Delia Gallinaro attended), Webb (Wes Johnson attended)

1. Approval of APC minutes of August 16, 2006. The minutes were approved with two minor modifications.
2. Council of Academic Deans minutes of July 12 and 26 and August 16, 2006. The minutes were reviewed.
3. Update on Review of Academic Policy Statements.
 - a. APS 930129—Enrollment in Thesis or Dissertation Courses. Dr. Muehsam will bring the policy back to APC at a future meeting.
 - b. APS 910116—Off-Campus Instruction. Dr. Hebert will bring the policy back to APC at a future meeting.
 - c. APS 940202—Payments to University Employees for Services. Dean Lewis will bring the policy back to APC at a future meeting.
 - d. APS 801014—Graduate Faculty Status. Dr. Muehsam indicated that the proposed revisions to the draft policy statement had been sent to the Faculty Senate for input. The policy will be placed on a future APC agenda after the Faculty Senate has reviewed.

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. Nomination for Faculty Evaluation Committee. Dean Lewis was nominated to fill the term of an administrator on the referenced committee.
5. Consolidation of Art and Photography into one tenure unit. Dean Hebert presented a request to consolidate the tenure units of Art and Photography into one tenure unit. The motion was made and passed to endorse this request. Passed unanimously.
6. Discussion of the 2007-08 academic calendar. Dr. Muehsam reminded members that during the special legislative session, the decision was made that, beginning with the 2008 fall semester, public schools cannot begin their academic year prior to the fourth Monday in August. As a result, public schools will run into the first week in June. This will impact the summer sessions at SHSU.

Dr. Payne appointed an ad hoc committee comprised of Dean Brown (chair), Dr. Price, and Dr. Fleming to look at the calendar and bring back to APC guidelines for the Calendar Committee to follow.

7. Revisions to APS 031103, Course Fees. Dr. Eglsaer brought forth proposed revisions from the Council of Academic Deans, in consultation with the Internal Auditor, to the Course Fees policy. The motion was made and seconded to endorse the proposed revisions. Passed unanimously.
8. Miscellaneous.
 - a. Faculty office hours. Dr. Eglsaer had previously presented to the Council of Academic Deans revisions from the Faculty Senate to the section of *The Faculty Handbook* addressing faculty office hours. CAD made one modification to the Senate proposal and forwarded the proposal to APC. The motion was made and seconded to endorse the policy forwarded by CAD. Passed unanimously.
 - b. UH proposal. Dr. Payne updated members on the UH northwest campus proposal.
 - c. Open house. Ms. Gallinaro invited members to the Research and Special Programs open house on Tuesday, September 19, from 2:00-5:00 p.m. at Roy Adams Hall.
 - d. Change in Rules and Regulations. A question concerning the new printing policy in the Board of Regents *Rules and Regulations* was raised. Questions should be referred to Kathy Gilcrease or Kris Ruiz.

Dorothy Roberson
Recorder