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

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Absent: Caso, Payne, Plishker, Ward (Delia Gallinaro attended), Whitaker

Visitor: Debbie Price

1. Welcome to Mark Adams. Dr. Eglsaer welcomed Mark Adams to membership on the Academic Policy Council.
2. Approval of APC minutes of November 15, 2006. The minutes were approved with two minor modifications.
3. Council of Academic Deans minutes of November 8, 2006. The minutes were reviewed. One change was made.
4. Update on Review of Academic Policy Statements.
  - a. APS 930129—Enrollment in Thesis or Dissertation Courses. Dr. Muehsam indicated that the Graduate Council is reviewing the referenced policy and he 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.

*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.*

5. Requirements for “walking” at graduation. Dr. Eglsaer presented proposed changes to procedures to apply for graduation as well as a student’s petition to participate in a commencement ceremony. The suggestion was made to delete the last two sentences in the proposed wording for the catalog (as indicated below).
  1. *Effective fall 2008, students will apply for graduation in the semester in which they intend to graduate.*
    - a. *The deadline for applying for graduation (fall and spring graduates) will be the twelfth class period of the semester in which they intend to graduate.*



The deans agreed that the form for a student to file a petition to participate in commencement ceremony would be for in-house use only. The deans will meet and design a form and bring the form to CAD for consideration.

6. Academic calendar. Ms. Ringo presented the proposed academic calendar for 2008-09 and shared concerns of the Calendar Committee. Ms. Ringo will provide a copy of the concerns to Ms. Roberson, who will share the list with APC members. In turn, APC members will share the concerns with the colleagues in their respective areas and provide comments to Ms. Roberson before the next APC meeting. The academic calendar needs to be approved in early January so that it can be included in the upcoming catalog.
7. Miscellaneous.
  - a. Academic calendar summer 2008. Ms. Ringo indicated that some members of the Calendar Committee had inquired about starting summer classes a week later than had previously been scheduled.
  - b. Suspended students. In a situation where a suspended student is readmitted and approved to take certain courses, but then finds he/she cannot get in the courses because they are full, that student should go back to the dean rather than enrolling in other courses.

Dorothy Roberson  
Recorder