
**ACADEMIC POLICY COUNCIL
MINUTES
WEDNESDAY, JANUARY 24, 2007**



Absent: Cooper, Fleming, Holder, Ward (Delia Gallinaro attended), Webb (Wes Johnson attended), Whitaker, Young

1. Approval of APC minutes of November 15, 2006. The minutes were approved with one change. Dr. Eglsaer stated that relating to the new requirements for “walking” at graduation, it should be stated “effective spring 2008” rather than “effective spring 2007.”
2. Council of Academic Deans minutes of November 29 and December 13, 2006. The minutes were reviewed and discussed.
3. 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 distributed a draft of the revised policy and asked members to send comments to him. The policy will be placed on the next APC agenda for action.
 - 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.

4. Academic calendar. Ms. Ringo asked APC members if they had comments about the proposed 2008-2009 calendar which had been distributed at the previous APC meeting. The motion was made and seconded to endorse the 2008-2009 academic calendar. Passed unanimously.
5. Review of Academic Policy Statements.
 - a. APS 801007—Courses and Grades Transferred from Other Colleges and Universities. The revisions to the referenced policy had previously been endorsed by APC; however, the TSUS attorney had a question about one point. Dr. Eglsaer visited with the attorney and answered the question. The revised policy will be forwarded to the President for his signature.

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- b. APS 950809—Conflict of Interest Policy Pertaining to Sponsored Projects. Dr. Payne asked Dean Hebert and Dr. Wes Johnson to review the referenced policy and bring back to APC recommendations concerning the policy.
- c. APS 990407—Student Resignations. In discussing the referenced policy, several issues were raised.
 - (1) Be definitive: “To resign, you must . . .”
 - (2) Allow resignations anytime during the semester prior to the first day of finals.
 - (3) How will the date of resignation affect financial aid? Residence life?
 - (4) There needs to be a provision for students to resign without returning to campus.
 - (5) Resigning should be the responsibility of the student.
 - (6) Make sure the procedure for resigning is in the student handbook.

Dr. Eglsaer, Mr. Jenkins, and Ms. Ringo will work on the revisions to the policy and bring it back to APC.

- d. APS 971010—Procedures for Conducting Sponsored Programs. Members discussed the referenced policy and determined that there was no need for the policy. The motion was made and seconded to rescind the referenced policy. Passed unanimously.
6. Miscellaneous.
- a. Transition from course fees. Dean Brown asked about carrying over course fee fund balances for the beginning of the next academic year to cover salaries of those employees paid by course fee funds. Dr. Payne indicated that this would be allowed.
 - b. New recruiter hired. Mr. Thorn reported that a new recruiter for the northwest Houston area had been hired.

Dorothy Roberson
Recorder