
**ACADEMIC POLICY COUNCIL
MINUTES
WEDNESDAY, FEBRUARY 7, 2007**



Absent: Payne, Lewis, Plishker, Ringo, Ward, Whitaker

1. Approval of APC minutes of January 24, 2007. The minutes were approved with no changes.
2. Update on Review of Academic Policy Statements.
 - a. APS 930129—Enrollment in Thesis or Dissertation Courses. Dr. Muehsam indicated that the review is in progress, and he will bring it back to APC at a future meeting.
 - b. APS 910116—Off-Campus Instruction. In discussing the referenced policy, the following issues were raised.
 - (1) Policy is too repetitious.
 - (2) Referencing the Coordinating Board Rules in Section 13 – Are “adequate library resources convenient for their use at the off-campus location”?
 - (3) Referencing Section 2.04 - “The Director of the Newton Gresham Library is responsible for certifying the adequacy of library resources available to students at off-campus locations” needs to be discussed.

Dr. Eglsaer suggested that these issues be discussed at the next APC meeting.

- c. APS 940202—Payments to University Employees for Services. Since Dean Lewis was absent, this policy was held for the next APC meeting.
- d. APS 950809—Conflict of Interest Policy Pertaining to Sponsored Projects. Dean Hebert indicated that the review is in progress, and he will bring it back to APC at a future meeting.
- e. APS 990407—Student Resignations. In discussing the referenced policy, the following issues were raised.
 - (1) “WF,” “WP,” and “WQ” were eliminated leaving only “W.”
 - (2) Should “resignation” be defined?
 - (3) When will the policy go into effect?
 - (4) The means by which the dean will notify the student and the Registrar of the dean’s decision.

(5) Section 3.01 – “a student must...submit a letter stating his or her intent to resign”...
Dr. Eglsaer and Ms. Ringo will review this.

(6) Titles of Sections 3 and 4 should be changed. Dr. Eglsaer and Ms. Ringo will review this.

Dr. Eglsaer will bring the policy back to the next APC meeting.

3. Review of Academic Policy Statement 810806—Student Educational Records. In discussing the referenced policy, the following issues were raised.

(1) 2.01 – Use “distance learning” instead of “off-campus.”

(2) 2.02 – Delete description in parentheses; delete 2.02(3).

(3) Check names of government agencies.

(4) 6.04a – Add “or guardians.”

(5) Section 7 – Change wording to make it more general due to passing a records fee.

(6) 7.03 – Needs to be re-worded or dropped completely.

(7) 8.02 – Does the University still do this?

(8) 9.01 – Should “written consent” be modified?

(9) 11.07 – What is a “reasonable period of time”?

(10) 12.02 – Should this be limited to “online and in the library”?

(11) A request was made for Dr. Fleming to review the document for punctuation.

Dr. Eglsaer will make the changes that were discussed, send to Fernando Gomez for his review, and bring the policy back to the next APC meeting.

4. Miscellaneous.

a. ADA Compliant Websites – Mark Adams mentioned that since some departments maintain their own websites, they need to be sure that their websites are ADA compliant due to the possibility of lawsuits.

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- b. Online Class Notes – Dr. Eglsaer reported that he had attended the Texas Chief Academic Officers Retreat and had heard that, within the next five years, most schools will make class notes available online as is the case with M.I.T. and Carnegie Mellon University.

- c. Associate Deans Voting on Post-Tenure Review – Dean Hebert asked if associate deans should be allowed to vote on post-tenure review panels. After discussing the issue, a motion was made and seconded that associate deans should be allowed to vote in their tenure unit if they are teaching. The motion passed unanimously.

Cathi Gillette (for Dorothy Roberson)
Recorder