
**ACADEMIC POLICY COUNCIL
MINUTES
WEDNESDAY, APRIL 4, 2007**



Absent: Adams, Thorn, Whitaker

Visitor: Debra Price

1. Approval of APC minutes of March 21, 2007. The minutes were approved as presented.
2. Council of Academic Deans minutes of March 7, 2007. 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 review is in progress and he will bring it back to APC at a future meeting.
 - b. APS 910116—Off-Campus Instruction. Dean Hebert indicated that the policy review is in progress. In checking the SHSU policy against The Texas State University System policy, Dean Hebert discovered that the TSUS policy has changed. To be consistent with TSUS policy and address all off-campus instruction in a single policy, three academic policy statements will be combined into one. Currently James Van Roekel is working on combining APS 800107—Out-of-State/Out-of-Country Resident Credit Courses and APS 021120—Planning and Conducting Distance Education into one policy. The motion was made and seconded to request that Mr. Van Roekel also incorporate APS 910116—Off-Campus Instruction into the combined policy. Passed unanimously.
 - c. APS 950809—Conflict of Interest Policy Pertaining to Sponsored Projects. Dean Hebert indicated the review of the policy was in progress. The policy will be placed on a future APC agenda.
 - d. APS 800722—Promotions in Rank and Merit Advances in Salary Within Rank. Deans Brown and Lewis, along with two faculty members named by the Faculty Senate—Tracy Bilsing and Bill Lutterschmidt—will comprise a committee to review the referenced policy.
 - e. APS 980204—Performance Evaluation of Tenured Faculty. Deans Brown and Lewis, along with two faculty members named by the Faculty Senate—Tracy Bilsing and Bill Lutterschmidt—will comprise a committee to review the referenced policy.
4. APS 900420—Reassigned Time for Faculty Members Pursuing Research and Artistic Endeavors. Dean de Castro presented recommended revisions to APS 900420, Reassigned Time for Faculty Members Pursuing Research and Artistic Endeavors. The three major revisions included additions of the following sections:
 - 1.02 *In the interest of recruiting the most outstanding new faculty and to facilitate the establishment of their program of research, scholarship, or artistic endeavor, it is also sometimes advisable to permit a reduction in a faculty member's teaching load during their first year at the institution.*

1.03 *In the interest of enhancing the level of extramural funding for research, scholarship, or artistic endeavor, it is also sometimes advisable to permit a reduction in a faculty member's teaching load to develop and submit a major extramural funding initiative or proposal.*

4.05 *Requests for reassigned time for recruitment of new faculty and the accompanying proposal for the fall and spring shall be submitted by the department/school chair at the time that an offer is submitted to the candidate. The chair will forward the proposal to the academic dean for approval who will forward the proposal to the Provost and Vice President for Academic Affairs who will either approve or disapprove the request.*

Dr. Payne stressed that the expectation that a new faculty member would be granted reassigned time during his/her first academic year at SHSU is that such additional reassigned time will be relatively rare.

The motion was made and seconded to endorse the proposed revisions. Passed unanimously.

5. Miscellaneous.

- a. NACADA. Dr. Fleming announced that NACADA would be on campus conducting an evaluation of the SAM Center.
- b. NASM. Dean Hebert announced that NASM (National Association of Schools of Music) had just completed a visit to campus and was very pleased with the facilities and the program. NASM was very pleased that the SAM Center used a faculty member from the School of Music as an advisor to assist music majors
- c. IDEA forms. Dr. Caso announced that the IDEA evaluation forms had been distributed.

Dorothy Roberson
Recorder