
**ACADEMIC POLICY COUNCIL
MINUTES
WEDNESDAY, DECEMBER 5, 2007**



Absent: Adams (Jacob Chandler attended), Muehsam, Payne, Whitaker, Young

In Dr. Payne's absence, Dr. Eglsaer presided.

1. Approval of APC minutes of October 17, 2007. The minutes were approved as presented.
2. Council of Academic Deans minutes of September 26, October 24 and 31, and November 14, 2007. The minutes were reviewed.
3. Update on Review of Academic Policy Statements.
 - a. APS 910116—Off-Campus Instruction. The referenced policy is being reviewed by the Faculty Senate.
 - b. APS 950809—Conflict of Interest Policy Pertaining to Sponsored Projects. Dean Hebert indicated the review of the policy is in progress. The policy will be placed on a future APC agenda.
 - c. APS 800722—Promotions in Rank and Merit Advances in Salary Within Rank. The review of the policy is in progress. The policy will be placed on a future APC agenda.
 - d. APS 980204—Performance Evaluation of Tenured Faculty. The review of the policy is in progress. The policy will be placed on a future APC agenda.
 - e. APS 810806—Student Educational Records. Dr. Eglsaer indicated that rather than listing all details of the Family Educational Rights and Privacy Act (FERPA) in the Student Educational Records policy, the possibility of linking to the FERPA website is being explored. The topic will be placed on a future APC agenda.
4. Q-drops.
 - a. Last day to Q-drop. The motion was made and seconded to allow Q-drops through the last business day before final exams begin, effective spring 2008. Passed unanimously.
 - b. Q-drops beyond the five allowed. Q-drops beyond the five allowed by law may be appealed. All appeals will be directed to the Registrar's Office. Appeals will be granted only on pre-established criteria.
 - a. Senate recommendation. At the previous APC meeting, Dr. Price presented the following recommendation on behalf of the Faculty Senate.

We recommend, in keeping with the spirit of academic integrity and open communication among faculty and administrators, that:

- (1) *The policy for granting a Q-drop to a student requires the initial consent of the faculty member teaching the course.*
- (2) *If the faculty member decides not to grant the Q-drop, the student may petition either (or both) the department chair or the dean of the college offering the class. These administrators have the right to overturn the faculty member's decision, but not prior to identifying and considering through open discussion the faculty member's reason(s) for denying the Q-drop request.*
- (3) *No dean or administrator, outside of the college for which the Q-drop is being requested, can grant the Q-drop without consulting and obtaining the consent of the dean of the college where the course was offered.*

Based on the new drop date (as approved in item 4.a of these minutes), the Senate recommendation becomes a moot point.

5. Miscellaneous.

- a. Advanced hours. Currently 42 semester hours of advanced work must be completed for a degree of 128 hours. Dr. Eglsaer posed the following question: When the degree requirements are reduced to 120, will the required advanced hours be reduced? In addition, 66 hours of transfer credit are currently allowed. Will that number change when the degree requirements are reduced? The residence requirement by state law is 25 percent of the number of hours required by the degree. This will change the number of residence requirement hours. The deans asked to take the information to their chairs for discussion. The topic will be placed on a future APC agenda.
- b. Smoke-free campus. Dr. Price indicated that the Faculty Senate is coming forward with a proposal for a smoke-free campus. The Senate will work with the Staff Council in preparing a proposal.
- c. Merit/market adjustments. Dr. Price stated that the Faculty Senate would like the deans to come to a meeting and talk about the process whereby market adjustments are given.
- d. IDEA. Dr. Caso indicated that the IDEA forms are being collected.

Dorothy Roberson
Recorder

