
**ACADEMIC POLICY COUNCIL
MINUTES
WEDNESDAY, MAY 7, 2008**



Absent: Caso, Jenkins, Payne, Thorn, Ward, Whitaker

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

1. Approval of APC minutes of April 16, 2008. The minutes were approved as presented.
2. Council of Academic Deans minutes of April 9 and 22, 2008. The minutes were reviewed.
3. Update on Review of Academic Policy Statements.
 - a. APS 950809—Conflict of Interest Policy Pertaining to Sponsored Projects. Dean Hebert indicated the review of the policy is in progress.
 - b. APS 800722—Promotions in Rank and Merit Advances in Salary Within Rank. The review of the policy is in progress.
 - c. APS 980204—Performance Evaluation of Tenured Faculty. The review of the policy is in progress.
 - d. APS 810806—Student Educational Records. In response to a matter mentioned at the previous APC meeting, (i.e., that student e-mail addresses are not specifically listed as directory information, but that student e-mail addresses are being released), Dr. Eglsaer recommended that student e-mail addresses be listed as directory information. The motion was made and seconded to include student e-mail addresses as directory information. Passed unanimously.

The motion was made and seconded to modify APS 810806 as recommended in previous APC meetings. Passed unanimously.

4. Revisions to APS 790601, Faculty Instructional Workload Policy, Section 3.01.c(2). At the April 16 APC meeting, an amendment to the referenced policy was proposed by Dean de Castro on behalf of the Council of Academic Deans. It was requested that an additional statement including consultation with the DPTAC be included. Dean de Castro presented the statement to CAD. The suggestion was slightly modified to read:

The departmental DPTAC should be consulted by the dean for input if the dean is considering moving a faculty member from a nine-hour to a twelve-hour teaching load.

CAD endorsed the statement and it was forwarded to APC for action. The motion was made and seconded to accept the statement. During discussion, alternate wording was proposed for Section 3.01.c(2). In order for members to look at the proposed wording and think about it before acting on it, Dr. Price agreed to send the proposed statement to the Provost's Office for distribution to APC members' review and comments. The item will be placed on the next APC agenda.

In addition, in Section 3.01.c(1), it was recommended that the word "subsequent" be added as follows:

Tenured/tenure-track faculty may request to change their teaching load . . . for change effective in the *subsequent* spring semester.

The motion was made and seconded to accept this change. Passed unanimously.

5. Revision to APS 900417, Faculty Reappointment, Tenure, and Promotion, Section 11.f and 11.g. On behalf of a recommendation from CAD, the motion was made and seconded to move the last sentence of Section 11.f. to be the last sentence of Section 11.g to read:

g. By third Monday in March

The University President will send his recommendation to the Board of Regents for consideration. At the same time, the Provost and Vice President for Academic Affairs will notify the faculty member under consideration for promotion and/or tenure of his/her recommendation.

The motion carried with a vote of 13 for and 1 against.

6. Mission Statement – History. At a recent CAD meeting, the history portion of the mission statement had been modified, shortening the older history and adding more detail to recent history. CAD endorsed the modified version of the SHSU history and it was forwarded to APC for action. Additional modifications were proposed. The motion was made and seconded to accept the proposed modifications to the history section of the mission statement. Passed unanimously.

A concern was expressed about the lack of emphasis placed on service in the mission statement. Dr. Price agreed to bring to the next APC meeting a statement about service which possibly could be added to the mission statement.

7. Drop dates. Dr. Eglsaer clarified that the deadline for dropping a class is the last business day before the final exam is given in a particular class.
8. Degree audits. Dr. Eglsaer requested that the deans urge their chairs to request a degree audit immediately upon allowing a substitution.
9. Miscellaneous.

BA and BS degrees. Members were reminded that each department needs to have requirements for the BA and BS degrees. The degree requirements should be consistent with the major and minor requirements and should be consistent within the college.

Dorothy Roberson
Recorder