

## **UPDATES TO THE ACADEMIC POLICIES AND PROCEDURES MANUAL (2024-2025)**

### **Article III - Composition**

- Updated Sections C and G to include language to address policy allowing release time for the Senate Recorder

### **Article VI – Amendments**

- Updated Sections B and C to include language to address situations in which the Senate is not meeting in person.

### **CHAPTER 4.0 FACULTY PERSONNEL POLICIES**

- Updated Section 4.4 to assist in calling the first meeting for Post Tenure Review committees.

# **UPDATES TO THE ACADEMIC POLICIES AND PROCEDURES MANUAL (2023-2024)**

## **APPENDICES AND FORMS**

- Updated links to appendices
- Updated Appendix L to provide synopsis of changes

## **PREFACE**

- Included language and link to Policy on Policies

## **CHAPTER 2.0 OVERVIEW OF ORGANIZATIONAL STRUCTURE AND ASSOCIATED RESPONSIBILITIES**

- Updated Section 2.3 to add new positions and update old descriptions
- Updated Section 2.4 to add current organizational chart

## **CHAPTER 4.0 FACULTY PERSONNEL POLICIES**

- Updated Section 4.6 to add an additional step for Dean's review if applicable.
- Updated Section 4.7 to update numbers
- Updated Section 4.9 to update office hours policy

## **CHAPTER 6.0 INSTRUCTIONAL PROCEDURES AND FACILITIES**

- Updated Section 6.3.5 to remove Blackboard or BB reference and replace with Canvas.

## **CHAPTER 7.0 Technology Usage Policy**

- Removed Section 7.11.1-7.11.5 and included the link to the updated Technology policy to replace.

# **UPDATES TO THE ACADEMIC POLICIES AND PROCEDURES MANUAL (2022-2023)**

## **APPENDICES AND FORMS**

- Updated links to appendices
- Updated Appendix L to provide synopsis of changes
- Updated Appendix M (Civil Rights Policy for the Campus Community)

## **CHAPTER 2.0 OVERVIEW OF ORGANIZATIONAL STRUCTURE AND ASSOCIATED RESPONSIBILITIES**

- Updated Section 2.3 to add new positions and update old descriptions
- Updated Section 2.4 to add current organizational chart
- Updated Section 3.6.1 regarding function of the Director of General Education

## **CHAPTER 3.0 FACULTY ORGANIZATION AND PARTICIPATION IN GOVERNANCE**

- Updated Section 3.3.1 regarding the constitution of the Faculty Senate
- Updated Section 3.4 regarding operational guidelines for committees and councils
- Updated Section 3.5 regarding committee descriptions

## **CHAPTER 6.0 INSTRUCTIONAL PROCEDURES AND FACILITIES**

- Updated Section 6.7.1.1 regarding the definition of Distance Education
- Updated Section 6.7.4 regarding the distance education online course template

## **CHAPTER 7.0 UNIVERSITY POLICIES**

- Updated Section 7.11.6 regarding web page policies
- Removed 7.11.7, 7.11.8, & 7.11.9 as is all consolidated into 7.11.6 by University Marketing
- Updated Section 3.6.1 regarding function of the Director of General Education

# **UPDATES TO THE ACADEMIC POLICIES AND PROCEDURES MANUAL (2019-2020)**

## **APPENDICES AND FORMS**

- Updated links to appendices
- Updated Appendix L to provide synopsis of changes
- Added Appendix M (Civil Rights & Title IX Policy for Faculty, Students and Staff)

## **CHAPTER 3.0 FACULTY ORGANIZATION AND PARTICIPATION IN GOVERNANCE**

- Updated Section 3.3.3.2 to fix broken links
- Updated Section 3.3.3.3 to fix broken links
- Updated Section 3.6.1 regarding function of the Director of General Education

## **CHAPTER 4.0 FACULTY PERSONNEL POLICIES**

- Updated Section 4.4.6 regarding the grievance process and included link to Civil Rights & Title IX Policy for Faculty, Students and Staff (see Appendix M)

## **7.0 UNIVERSITY POLICIES**

- Removed the portions of the APPM which were replaced by the Civil Rights & Title IX Policy for Faculty, Students and Staff (Appendix M). Sections removed include: APPM 7.4 Sexual Harassment, Sexual Relationship, and Sexual Assault Policy; APPM 7.5 Racial and Ethnic Policy; and APPM 7.14 Americans with Disabilities Act Policy

# **UPDATES TO THE ACADEMIC POLICIES AND PROCEDURES MANUAL (2017-2018)**

## **APPENDICES AND FORMS**

- Updated appendices to reflect current organizational structure
- Updated forms to reflect current organizational structure

## **PREFACE**

- Updated titles of positions to reflect current organizational structure

## **CHAPTER 1.0 INTRODUCTION**

- Updated information regarding the Higher Learning Commission (current use of Criteria for Accreditation and Assumed Practices vs. General Institutional Requirements previously used)
- Updated titles and positions to reflect current organizational structure
- Updated Institutional Memberships

## **CHAPTER 2.0 OVERVIEW OF ORGANIZATIONAL STRUCTURE AND ASSOCIATED RESPONSIBILITIES**

- Updated titles and positions to reflect current organizational structure

## **CHAPTER 3.0 FACULTY ORGANIZATION AND PARTICIPATION IN GOVERNANCE**

- Updated titles and positions to reflect current organizational structure
- Updated membership and function statements of committees and councils as recommended by the Faculty Senate

## **CHAPTER 4.0 FACULTY PERSONNEL POLICIES**

- Updated titles and positions to reflect current organizational structure
- Updated Post-Tenure Review process to reflect current organizational structure
- Updated the Faculty Development process to reflect current organizational structure
- Updated the Promotion and Tenure Process to reflect current organizational structure
- Updated the Summer School Policies to reflect current compensation
- Revised the Procedure for Granting Promotion and Tenure process regarding the withdrawal of an application as recommended by the Faculty Senate
- Revised the Post-Tenure Review versus Promotion in Rank process as recommended by the Faculty Senate

## **5.0 PERSONNEL BENEFITS**

- Updated titles and positions to reflect current organizational structure
- Updated the Maternity/Parental Leave section as recommended by the Faculty Senate

## **6.0 INSTRUCTIONAL PROCEDURES AND FACILITIES**

- Updated titles and positions to reflect current organizational structure
- Updated the online teaching certificate and continuous development policy as recommended by the Distance Education Council and Academic Council.

## **7.0 UNIVERSITY POLICIES**

- **Updated titles and positions to reflect current organizational structure**