

**Academic Policy Advisory
Draft Minutes
October 3, 2013**

Attendees: Edward Bateman, Darby Fanning, Robert Flores, Harriet Hopf, David Huth, Robin Marcus, Ilija Miskovic, Ken Monson, Allyson Mower, Margaret Toscano

Darby Fanning conducted the meeting and all individuals in attendance were welcomed and individually introduced to the body.

Allyson Mower, Academic Senate President, proposed Darby Fanning to serve as chair for the Academic Policy Advisory Committee for the 2013-2014 Academic year. All members in attendance agreed.

The committee discussed the addition of career-line faculty serving on APAC. The following changes to the committee charge were proposed and passed by the committee:

1. The Academic Policy Advisory Committee consists of ~~eight~~ **nine tenure-line and career-line** faculty members and three students. Faculty members shall be elected by the Senate for ~~two~~ **three**-year terms, with ~~four~~ **three** of these terms beginning each June 16. Student members shall be selected for one-year terms in accordance with Procedures established by the ASUU, with terms beginning each June 16.
2. The Academic Policy Advisory committee is authorized to consider any matter relating to academic policy which may be suggested by members of the committee, members of the faculty, administrative officers, or students. Upon its selection of a subject for study, the committee shall notify all interested agencies within the university, including standing committees, and invite their cooperation. At least once each academic year, the committee shall submit a written report of its studies and recommendations, if any, to the Senate.

The committee tabled the discussion on the Data Management Policy until the next meeting.

The next meeting will be held on November 14, 2013 at 1p.m.

Meeting adjourned at 3:06 p.m.

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Due to a new review of changes to the Data Management Policy and the discussion outside of APAC for the Personal Information Policy to become a Rule within the Data Management Policy as opposed to a stand-alone policy, the November 14 meeting was cancelled to allow for preparation for the changes.

**Academic Policy Advisory
October 3, 2013**

Attendees: Darby Fanning, Harriet Hopf, David Kieda, Ilija Miskovic, Ken Monson, Margaret Toscano

Excused: Edward Bateman, Robin Marcus, Thad Hall

Darby Fanning conducted the meeting and welcomed Dr. David Kieda, Dean of the Graduate School, who initiated a review and arrived to the meeting for background discussion and to take questions surrounding the proposed revisions to PPM 6-317 (Visiting Scholars) and PPM 6-405 (Visiting Graduate Student or Visiting Postdoctoral Scholar).

The revisions suggested are below within the text of each policy. For both documents, the committee suggested the same two changes:

1. In Section I: strike purpose and add the term “policy” since the term “purpose” is redundant.
2. In Section III, Part C: Change language to explicitly state that health care coverage will not be a benefit from the University of Utah provided to a visiting scholar (PPM 6-317) nor to a visiting graduate or post-doctoral scholar (PPM 6-405). The committee routed this language in both policies to Robert Flores of General Council to approve the wording in the document.

After the documents return from Bob Flores, APAC will route them to the Institutional Policy Committee.

Final note of meeting: The Academic Policy Advisory Committee awaits revisions to the Data Management Policy and the Personal Data Rule for further discussion and a meeting will be forthcoming for that discussion.

Policy 6-317: Visiting Scholars

I. Purpose

To state the ~~purpose and~~ policy and procedures for inviting Visiting Scholars to the university.

II. Definition

"Visiting Scholar" is a title conferred by the Dean of the Graduate School upon visiting persons who normally have an academic appointment at another institution or a permanent appointment elsewhere and who wish to spend at least one or more semesters on our campus. This title may also be conferred upon visiting scientists and visiting dignitaries.

III. Policy

- A. A person is appointed a Visiting Scholar by the Dean of the Graduate School. Appointments are for specified periods only. Individuals appointed to the position of Visiting Scholar receive letters of welcome from the Dean of the Graduate School.
- B. Visiting Scholars are encouraged to participate in the academic and social life of the university. Visiting Scholars are therefore entitled, without charge, to audit university classes with the permission of the instructor, and to use university research equipment and computing facilities on such terms as may be agreeable to those responsible for such resources. They will receive access to on-campus parking, library, and recreational privileges, on the same basis as regular faculty members, and will also enjoy approved faculty discounts at the bookstore, and at the theatre, athletic contests, and other events.
- C. Visiting Scholars are not entitled to compensation as employees of the university, are not appointed to teaching or research positions, and do not receive direct financial support either from or through the university except for one-time honorariums under special circumstances approved by the cognizant Senior Vice President. Any incidental services performed for the university by a Visiting Scholar are deemed to be performed as a volunteer.
- D. The Visiting Scholar designation is not a contractual relationship, and therefore should not be used for postdoctoral fellows, for visiting professors who have teaching responsibilities, or for persons employed for a short period for the purpose of performing services for the university in return for an agreed compensation. Where compensation is contemplated, a Career-line faculty appointment or consulting contract, as may be appropriate, should be used.
- E. A person who registers for regular academic credit does not qualify for appointment as a Visiting Scholar.

Comment [MG1]: Or benefits (i.e., health insurance)

IV. Procedures

- A. Recommendations for appointment of Visiting Scholars must be approved by majority vote of the faculty of the college, department, program, institute, or

center, which will be hosting the Visiting Scholar and providing an office space and any other support and resources promised to the Visiting Scholar. Such recommendations must carry the endorsement of the dean of the appropriate university unit and are submitted to the Dean of the Graduate School.

- B. A registry of Visiting Scholars is kept by the Graduate School.
- C. Appropriate University identification cards will be issued to visiting scholars to facilitate extension to them of the privileges associated with Visiting Scholar status.
- D. Provision of laboratory access, computational resources, office space, or other working quarters for a visiting scholar is the responsibility of the university unit submitting the appointment recommendation, and is subject to availability of resources.

V. Contacts

A. Policy Owner:

- 1. Questions about this Policy and any related Rules, Procedures and Guidelines should be directed to the Dean of the Graduate School.

Policy Officers:

Only the Sr. Vice President for Academic Affairs and the Sr. Vice President for Health Sciences or their designees have the authority to grant exceptions to this policy.

Draft: 11/25/13

Approved: University Senate 10/6/80

Approved: Institutional Council 10/13/80

Policy 6-405: Visiting Graduate Student or Visiting Postdoctoral Scholar

I. Purpose

To state the ~~purpose~~ **policy** and procedures for inviting Visiting Graduate Students or Visiting Postdoctoral Scholars to the university.

II. Definition

"Visiting Graduate Student" or "Visiting Postdoctoral Scholar" is a title conferred by the Dean of the Graduate School upon visiting graduate students or visiting postdoctoral scholars.

III. Policy

- A. A person is appointed a Visiting Graduate Student or Visiting Postdoctoral Scholar by the Dean of the Graduate School. Appointments are for specified periods only. Individuals appointed to the position of Visiting Graduate Student or Visiting Postdoctoral Scholar receive a letter of welcome from the Dean of the Graduate School.
- B. Visiting Graduate Students and Visiting Postdoctoral Scholars are encouraged to participate in the academic and social life of the university. Visiting Graduate Students and Visiting Postdoctoral Scholars therefore receive library privileges, may attend the university as nonmatriculated students, and may use university research and computing facilities on such terms as are agreeable to those responsible for such resources. Library privileges are provided without charge. Visiting Graduate Students and Visiting Postdoctoral Scholars are provided University identification, and can receive access to additional university resources, such as parking and Campus Recreation Services.
- C. Visiting Graduate Students and Visiting Postdoctoral Scholars are not entitled to compensation or benefits (i.e., health insurance) as graduate assistants or employees of the university, are not appointed to teaching or research positions, and do not receive direct financial support either from or through the university.

Comment [MG2]: or benefits (i.e., health insurance)

IV. Procedures

- A. Recommendations for appointment of Visiting Graduate Students or Visiting Postdoctoral Scholars must be approved by majority vote of the relevant university unit. They must carry the endorsement of the deans of the appropriate university unit, and are submitted to the Dean of the Graduate School.
- B. A registry of Visiting Graduate Students and Visiting Postdoctoral Scholars is kept by the Graduate School.
- C. Appropriate identification cards will be issued to Visiting Graduate Students and Visiting Postdoctoral Scholars to facilitate extension to them of the privileges associated with their status.
- D. Provision of laboratory access, computational resources, office space or other working quarters for Visiting Graduate Students and Visiting Postdoctoral Scholars is the responsibility of the relevant university unit submitting the appointment recommendation, and is subject to availability of resources.

V. Contacts

Policy Owner:

Questions about this Policy and any related Rules, Procedures and Guidelines should be directed to the Dean of the Graduate School.

Policy Officers:

Only the Sr. Vice President for Academic Affairs and the Sr. Vice President for Health Sciences or their designees have the authority to grant exceptions to this policy.

Draft: 11/25/13

