



Southeastern Louisiana University  
Academic Affairs Council  
April 30, 2018

**Members Present**

Tena Golding, Chair  
Jeff Temple  
Eric Summers  
Ann Carruth  
Karen Fontenot  
Paula Calderon  
Toni Phillips

Kay Maurin  
Jackie Guendouzi  
Dan McCarthy  
Eric Johnson  
Richard Davis

**Members Absent**

Dayne Sherman  
(absentee vote)

**Call to Order**

Tena Golding, Chair called the meeting to order at 10:00 am

**Minutes of the April 28, 2017 meeting**

Tena Golding asked for approval of the minutes (Toni Phillips; Jeff Temple seconded).  
The minutes were approved as distributed.

**Items for Discussion**

1. Approval of Minutes of April 28, 2017
2. Revised Distance Education Policy (Karen Fontenot; Paula Calderon seconded)
3. Revised SOT Policy (Ann Carruth; Richard Davis seconded)
4. Clarification for TP Guidelines

**Current**

Classroom observations are required for the interim review and the tenure and/or promotion review, but not the annual review. By September 15, faculty intending to file for tenure/promotion shall notify their Department Head of their need for current classroom observation(s).

**Clarified version**

Classroom observations are required during the year of the interim review as well as the year of the tenure and/or promotion review. By September 15, faculty intending to file for tenure/promotion shall notify their Department Head of their need for current classroom observation(s).

**Recommended as a clerical change by Academic Affairs Council**

**Motion to approve carried unanimously**

Motion was made to adjourn the meeting (Eric Johnson; Dan McCarthy seconded). Motion carried unanimously. Meeting was adjourned at 11:00 a.m.