

**Academic Council Meeting
December 9, 2004
2:00 p.m.
Library Conference Room A**

Present: Dr. Erin O'Neil; Dr. Louis James; Dr. Michael Rosato; Dr. Richard Kluender; Dr. John Annulis; Dr. Vanneise Collins; Dr. Kelly Bryant; Dr. Jim Roiger; Ms. Annette Hall; Dr. Larry Eustace; Ms. Sandra Campbell; Dr. Ranelle Eubanks; Mr. David Ray; Dr. Debbie Bryant; Mr. Bob Ware; Reporter: Ms. Catherine Russell

The Council approved the November 17, minutes.

Mr. Ray announced the appointment of Dr. Kelly Bryant as Director of SEREC and Chair of the Division of Agriculture.

The Council discussed meeting dates for the Spring 2005 semester. The Council will continue to meet every another week on Wednesdays, as needed. Due to a conflict, the first meeting of the semester was set for Thursday, January 20th. Subsequent meetings were set for the second and fourth Wednesdays of each month in LTC Room A at 2:00 p.m.

Mr. Ray noted that all units should use the recently approved Grant Prospectus Approval Form, but added that each unit may attach their own unit form if desired.

Mr. Ray encouraged units to keep their websites updated.

Dr. Eubanks discussed the need for clarification of Advanced Placement (AP) Courses in the current catalog. The Council also discussed AP courses as they pertained to concurrent course offering. The Council was asked to send any recommendations to Dr. Eubanks promptly.

Dr. Roiger, Chair of the Academic Affairs ad-hoc committee on Human Subjects Guideline/Procedure Development Committee, discussed his main concerns and findings with the Council. Dr. Roiger and the ad-hoc committee will continue to define and develop guidelines for the Human Subjects Committee and present the finding at a future meeting.

Dr. Bryant reported to the Council her finding and concerns on Internships for Disney World Experience. The Council discussed possibilities of course credit and the details that would be involved. Mr. Ray encouraged each unit to remain open to new internship opportunities for students.

Mr. Ray informed the Council of the success of a recent teleconference on December 2, "Shaping the Future: Aspiration, Assessment, Action. The teleconference dealt with the First Year Experience and was well attended. The Council discussed efforts being made around campus to ensure a successful year for first time students.

Mr. Ray informed the Council that the Administration planned to have a workshop given by a University attorney for administrators and mid-level supervisors concerning liability and other issues. The Council suggested the workshop extend to cover issues relative to Unit Heads. Mr. Ray encouraged Council members to send him questions or concerns that they would like addressed at the workshop.

The Council approved a change of date for preregistration from three weeks to two weeks (April 4th /April 15) for summer and fall 2005.

The Council noted that Scholars Day needed to be changed from April 11th to a later date.

Mr. Ray requested the Council members submit to Dr. Eubanks possible course offering for evening/night/online classes with the goal of enabling students to receive their A.A. degree by taking only evening/night and online classes from UAM. The Council suggested a program/schedule be devised and then unit heads could plan and set required courses in place.

Mr. Ray advised Unit Heads to discuss with their faculty professional behavior as related to association with students.

Dr. Lassiter dropped in briefly to inform the Council of upcoming budget meetings.

Mr. Ray provided the Council with copies of the Promotion and Tenure Schedule and the Annual Evaluation Timetables. Mr. Ray reminded the Council that their written recommendations for faculty wishing to be considered for promotion and tenure are due in his office by December 15th.

Mr. Ray discussed issues that would be covered in the upcoming budget meetings.

The meeting adjourned at 4:30.