

**Academic Council Meeting**  
**January 20, 2005**  
**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; Ms. Linda Rushing; Dr. Jack Lassiter; Reporter: Ms. Catherine Russell

The Council approved the December 9, 2004 minutes.

Dr. Lassiter visited with the Council on several issues and encouraged Council members to visit with him on any issues they were concerned with. Dr. Lassiter requested any Council Members who had not responded to the questionnaire concerning the Master Plan to do so by Monday. Dr. Lassiter informed the Council he would be appointing an I.T. Committee in the near future.

Dr. Eubanks updated the Council on the progress and deadlines of the 05-07 UAM Catalog. The Council discussed offering the catalog in hardcopy as well as CD form. The Council discussed the cost of hard copy vs. CD and possible options.

Dr. Eubanks also informed the Council on progress being made in the development of an online exit survey. The Council discussed several issues with surveys including, purpose, length, incentive, requirement and consequences. The Council discussed assessment and how information from testing such as CAAP is used and if it could be used more effectively.

Dr. Eubanks provided Council members with a draft night schedule. The Council discussed several concerns of offering the range of courses needed to complete an associate degree by taking only evening/night/weekend and online classes. Concerns included budget, faculty overload, and the availability of adequate adjunct faculty.

The Council discussed the need to aggressively advertise class schedules, programs and degrees thru such media as weekly newspapers, shopper's guide, flyers and public access cable T.V.

Mr. Ray asked each unit head to review the 10 Year Program Review Schedule and send him any corrections. Academic Affairs will send ADHE the updated 10 Year Program Review Schedule.

The Council was reminded of faculty evaluation deadlines. Mr. Ray explained that faculty evaluations were based on a calendar year starting January 1 – December 31. The Council suggested that guidelines be updated to clarify the time period for evaluations. The Council suggested guidelines could be clearer on the difference between Five Year Post Tenure Evaluations and Annual Evaluations.

Each unit shared current events and news with the Council.  
The meeting adjourned at 4:15.