

Academic Council Meeting
April 13, 2005
2:00 p.m.
Library Conference Room A

Present: Mr. David Ray; Dr. Michael Rosato; Dr. Louis James; Dr. Richard Kluender; Dr. John Annulis; Dr. Vanneise Collins; Dr. Paul Francis; Dr. Jim Roiger; Ms. Annette Hall; Dr. Larry Eustace; Ms. Sandra Campbell; Dr. Debbie Bryant; Reporter: Ms. Catherine Russell

The Council approved the March 23, 2005 minutes.

The Council discussed at great length Act 1014 (House Bill 2459); AN ACT TO PROVIDE FOR ACCURATE INSTIUTIONAL ADVICE FOR UNIVERSITY COURSE WORK AND DEGREE COMPLETION and the ramifications it would have on UAM.

Numerous concerns were raised:

Effective date

Under what conditions, which do not appear in the bill, do students violate the commitment?

Failure to complete requirements such as CAAP exams etc.

Student changes their minor

Student takes course(s) out of sequence

Under what conditions does UAM violate the commitment?

Class closing due to size limitations:

Full or enrollment below minimum

The Act (1.a.) states: to obtain *most* bachelor's degrees within eight semesters

How is "most" defined?

Courses offered on alternate years/semesters

Considerations for small universities that can not afford to open up new classes when classes are full or proceed with classes with low enrollments.

Late registration/classes are full

Define exactly what conditions need to be included on the course of study

How specific

Define exactly what the student wavier needs to include

Student refuses to sign waver

(B) If no waver is obtained, the institution will be deemed to have guaranteed a bachelor's degree as provided by this section.

Cost to the university

Vastly increases the time it takes to registrar students

Consequences of non-compliance

What would it cost UAM

Loss of funding from Arkansas Academic Challenge Scholarship

Loss of funding for the Arkansas Governor's Scholars Program

Other

Publish recommended course sequence

Are recommended courses sequences needed for only those students who start in the fall or are sequences needed for spring and each summer semester also

Too late for the 05-07 catalog inclusion – two year catalog

Consequences of errors/omissions in the publications
Procedure on making changes i.e. notification

Suggestions:

Pull online registration

Require students to sign a commitment each semester

Reserved seating for students with signed commitments

Request guidance from ADHE – interpretation of the ACT

ADHE should seek input from small universities

Request guidance from University Council

Request legislative clarification

Suggest joint collaboration between ADHE, Arkansas Chief Academic Officers and legal council to produce/define exactly what the university needs to be in compliance (with input from the academic community).

Mr. Ray suggested that Council Members contact their colleagues for additional views and concerns. Mr. Ray will include ACT 1014 as an agenda item on the next Academic Council agenda.

Mr. Ray requested unit heads to appoint student representative to the Assembly if they had not done so. Council members discussed the difficulty of finding students who were willing to serve and had school and work schedules that allowed them to attend Assembly meetings. The Council discussed the importance or lack thereof, of the numerous and lengthy Administration reports to the Assembly.

The Council discussed at length the process of inviting candidates to campus. Mr. Ray noted his preference was for unit heads to invite only the top candidate to campus. If after the interview process, the candidate was not approved or did not accept their offer, the unit head would invite the second choice candidate to campus. Council members voiced several concerns such as the desire to compare candidates, short turnaround periods, possibility of losing candidates to another institution if invitations are not quickly offered and scheduling problems. Mr. Ray asked the Council to adhere to the standard of inviting only the top candidate and he would gladly take into consideration any requests from unit heads to make exceptions. Mr. Ray advised unit heads that they should include the statement, “*off-list references may be checked*”, in their advertisements for faculty and/or staff.

Mr. Ray requested unit heads to send him their response to the ADHE – Annual Review of Faculty Performance Report by April 29th. Individual unit responses will be compiled and the annual report will be sent the ADHE.

The Council was reminded that the Annual Report and the Assessment Report are due to Academic Affairs by August 1. Annually, the Registrar’s Office provides unit heads with data such as a list of major and minors by class level and enrollment data for use in annual reports.

Mr. Ray informed the Council that Administration was in the process of developing plans for improvement in the areas of assessment and strategic planning as suggested in the Higher Learning Commission (North Central) report.

The Council requested any available online student exit survey information/data be sent to them. The Council had several questions concerning the survey and the data collection process.

The Council discussed several important dates such as Scholar's Day and pre-registration dates. Mr. Ray requested unit heads to remind faculty to maintain their office hours and be available to students during registration.

The Council suggested IT make available more than one laptop at each advising table if possible.

Mr. Ray requested Council Members send him nominations for the Commencement Herald.

Mr. Ray informed the Council that the Executive Council would review the proposals prepared by the Special Task Committee concerning adjuncts, overloads and summer appointments policies.

Mr. Ray informed the Council that there had not been a decision made on the development/or availability of a secretarial pool to assist divisions or schools when secretaries or assistants are out due to illness, vacation or resignation.

Mr. Ray also reported that assigned parking would not be made available.

The Council adjourned at 4:00 p.m. The next scheduled meeting is April 27th.