

Academic Council Meeting
October 12, 2005
2:00 p.m.
School of Forest Resources
Conference Room

Present: Mr. David Ray; Dr. Debbie Bryant; Dr. Ranelle Eubanks; Mr. Mark Spencer; Dr. Louis James; Dr. Peggy Doss; Dr. Richard Kluender; Dr. John Annulis; Dr. Vanneise Collins; Dr. Bob Stark; Dr. Jim Roiger; Dr. David Koskoski; Dr. Larry Eustace; Ms. Sandra Campbell; Ms. Linda Rushing; Mr. Bobby Hoyle; Reporter: Ms. Catherine Karnes.

The Council approved the September 27, 2005 minutes.

Mr. Bobby Hoyle addressed the Council regarding their interest in establishing a separate learning and research network for use by faculty and professional staff. After a lengthy discussion the Council suggested that Mr. Hoyle provide the Academic Council with a written summary of benefits, costs and the general purpose of establishing the separate learning and research network. The Council also suggested that Mr. Hoyle visit with the Information Technology Committee for their views. Mr. Hoyle also answered various questions from the Council on other information technology issues including email and wireless connection concerns.

Dr. Bryant explained that effective immediately, ADHE is collecting the highest degree CIP (subject matter) on faculty, coaches and professional staff. Mr. Ray requested that each unit head forward the subject or field of the highest degree attained on each faculty, adjunct, and professional staff member to Academic Affairs by October 19th. On all new faculty and professional staff, this data should be sent to the Registrar's office at the beginning of employment.

Dr. Bryant reviewed the dates for preregistration and Spring registration. The Council was provided with a copy of Dr. Bryant's email to faculty concerning on-line preregistration which outlined the procedure and deadlines for faculty to follow. Dr. Bryant also reminded the academic unit heads to review the second draft of the Spring 2006, Summer I 2006, Summer II 2006 and Fall 2006 class schedules and mark any changes and return to her by noon on Monday, October 17.

Mr. Ray reminded academic unit heads of the importance each semester of reviewing and approving each course syllabus including those from adjunct faculty.

The Council discussed scheduling of night courses and the need to keep the number of course offerings strong in the evenings. Dr. Eubanks suggested surveying the students online to gain insight to student preferences for class times.

The Council discussed the need for the University Testing Center to provide students the availability of taking tests not only online but also by conventional methods. Online instructors often request students to take their test at a testing center which insures the identity of the person taking the test. Mr. Ray will speak with Ms. Laura Hughes about these concerns.

Mr. Ray informed the Council on the printing schedule for new academic unit brochures:

1. Division of Nursing
2. Division of Music
3. School of Education
4. School of Arts and Humanities
5. School of Social and Behavioral Sciences
6. School of Mathematics and Natural Sciences

Mr. Ray reminded the Council to review the Faculty Evaluation and the Promotion and Tenure schedules.

Dr. Bryant informed the Council the electronic degree audits can now be run using the requirements of the 05-07 catalog. Dr. Bryant asked the unit heads to please run trial copies and let her know of any problems or incorrect items.

The Council discussed the increasing cost of copier leases and the possibility of requesting a reduced group rate.

The meeting adjourned at 4:27 p.m.