

**Academic Council Meeting**  
**July 21, 2005**  
**2:00 p.m.**  
**Library Conference Room A**

Present: Mr. David Ray; Dr. Ranelle Eubanks; Mr. Mark Spencer; Dr. Peggy Doss; Dr. John Annulis; Ms. Jean Hendrix; Dr. Larry Eustace; Ms. Linda Rushing; Dr. Debbie Bryant; Dr. Kelly Bryant; Dr. Louis James; Dr. Richard Kluender; Dr. Vanneise Collins; Ms. Sandra Campbell; Reporter: Ms. Catherine Karnes.

The Council approved the July 7, 2005 minutes.

The Council discussed Professional Development Week (August 15 – 19). Mr. Ray requested all faculty be in their offices on August 15, to assist students with schedule changes and questions. The Chancellor and Provost will schedule sessions for faculty and professional staff from approximately 9:00a.m. - 1:00p.m. on August 16<sup>th</sup> and 17<sup>th</sup>. The remainder of the week will be for individual unit training and development.

Mr. Ray provided the Council with information from UALR concerning tuition discounts for UA employees and dependents.

The Council discussed the proposed changes for adjunct and overload pay. Mr. Ray will provide the Council with the revised Operating Procedures for summer appointments, adjunct, and overload pay once it is written.

The Council discussed the number of hours required for most UAM minors. The Council also discussed the need to require minors. Mr. Ray suggested unit heads wishing to make changes to minors in their area, develop a proposal(s). The Council will continue their discussion of minors at the next Council Meeting on August 3.

Dr. Eubanks provided the Council with a draft for the Guaranteed 8-semester Degree Completion Program. The Guaranteed 8-semester Degree Completion Program is being developed due to Act 1014 requirements. Dr. Eubanks shared with the Council information from a meeting she had with ADHE and CAO from the state. Unit heads were asked to provide the Provost with justification for programs that they wished to be excluded from the eight semester completion plan by September 1. Unit heads were asked to provide the Provost with their eight semester completion plan by October 1. Justifications for exclusion and completion plans should be sent to Dr. Eubanks.

The Council discussed student concerns with online/web classes. Students have voiced concerns about the inability to contact instructors and confusion over how to access web-based classes. Students have complained about online instructors not notifying them when and if they received student assignments and not responding in a timely manner to student email. The Council discussed the possibility of developing an orientation/training session for instructors during Professional Development Week. All faculty teaching online/web courses would be required to attend. The orientation/training session would focus on student concerns and solutions developed by faculty experienced in online instruction. Unit heads were reminded to send Dr. Eubanks online/web class access information so that it could be placed on a second “tag” line on the class schedule. The second line would provide online/CIV course instructions. Mr. Ray raised the concern that students should not be required to come on campus for online courses. All instructions should be available via the internet.

Dr. Eubanks informed the Council that a Memorandum of Understanding (MOU) had been developed and signed by Southeast Arkansas Education Service Cooperative and UAM concerning Early College High School. The Council discussed concerns on admission, tuition, and reporting issues.

The meeting adjourned at 4:07 p.m. The next scheduled meeting will be August 3, at 2:00 p.m.