

**Academic Council Meeting**  
**August 31, 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; Dr. Jim Roiger; Dr. Larry Eustace; Dr. Debbie Bryant; Dr. Kelly Bryant; Dr. Louis James; Dr. Richard Kluender; Dr. Vanneise Collins; Ms. Sandra Campbell; Mr. Bob Ware; Reporter: Ms. Catherine Karnes.

The Council approved the August 3, 2005 minutes.

The Council discussed Faculty advising. Unit Heads were urged to relate the following advising concerns to their faculty:

- Continuous enrollment in Mathematics and English
- Block Students – limited to 14 hours  
(placement test scores fall below minimum)
- Checking for prerequisites
- Students repeating courses – 3 or more times are limited to 14 hours
- Students with GPA below 2.0 are not allowed in upper level courses unless repeating courses
- Non-registered students should not be allowed to remain in classes
- Provide Adjunct Instructors with a copy of their class rosters.

The Council discussed the registration process and reoccurring problems. Mr. Ray reminded the Council that all Faculty should be in their office and available to students during registration dates unless they are working the registration at another location.

Mr. Ray briefed the Council on Faculty Development Funds, their allocation, use and the process for requesting funds. The Council was provided with a Faculty Development Funds Request form for faculty use.

Mr. Ray informed the Council that Faculty Research Funds were now available and faculty should be encouraged to submit applications for the funds.

All Academic Unit Heads were asked to send electronic copies of their Assessment Report to Dr. Eubanks via email.

Mr. Ray tabled the agenda item: Student participation requirements at Commencement.

The Council voted to reduce the minimum hours required for a UAM minor from 24 to 18. Mr. Ray encouraged each unit to reduce their minors to 18 hours. Divisions or Schools wishing to reduce the number of hours for specific minors in their area must submit proposals to the Curriculum and

Standards Committee. The Office of Academic Affairs will submit a proposal to the Curriculum and Standards Committee.

The Council was provided with a form for the Student Alumni Scholarship Nomination. Dr. Doss explained the process and requested each unit nominate students from their area for consideration.

Mr. Ray reminded the Council members to respond to the Chancellor's request for selecting a meeting date for the initial meeting of the Strategic Planning Committee. The meeting will be in Little Rock. The Chancellor will send a notice to the Academic Council once the dates are confirmed.

All Academic Units Heads were requested to set up unit meetings through the Chancellor's office with the Chancellor and the Provost.

All Unit Heads were reminded program justifications for exclusion to the Eight Semester Rule are due September 1, and completion plans are due October 1.

Mr. Ray requested Unit Heads to remind their faculty that every consideration should be given to students that have been called to active duty due to Hurricane Katrina.

The meeting adjourned at 4:20 p.m.