

Academic Council Minutes
June 28, 2006
2:00 p.m.
Caucus Room
University Center

Present: Mr. David Ray; Ms. Carol Dolberry; Mr. Mark Spencer; Dr. Peggy Doss; Dr. Richard Kluender; Dr. John Annulis; Dr. Vanneise Collins; Dr. Kelly Bryant; Ms. Terri Hopkins; Dr. Larry Eustace; Ms. Sandra Campbell; LTC Iverson Jackson, Mr. Bob Ware.
Reporter: Ms. Rita Hyatt.

The Council approved the June 14, 2006 minutes.

Mr. Ray reminded Council members of the deadline to complete the Statewide Transfers. Unit heads are to email updates to Sandy Smith at AHDE and Rita Hyatt.

Dr. Doss discussed revision of the M. Ed. program and possible elimination of the concentrations in secondary content areas. These students could be channeled into the M.A.T. program. Dr. Doss stressed the critical shortage of teachers.

Mr. Ray discussed the need to have a standard text for multi section courses in General Education. He informed the Council that he was working on an operating procedure to take to the Executive Council for the use of standard texts for multi-section courses.

Mr. Ray reviewed the procedure for reimbursement of moving expenses for new faculty and unit heads. Once you received a signed contact letter:

- Unit heads should send a request to Academic Affairs to notify Debbie Gasaway to transfer moving expense funds into your MVE account.
- Enter TA
- Complete TR-1 –once you receive the invoice(s)

Mr. Ray reviewed the safety issues on campus. He noted that Public Safety will conduct an inspection on all three campuses and would report safety concerns to Jim Hudgins. Any resulting expenditures will come out of institutional funding and will not be charged to the department.

Dr. Eubanks updated the Council on the progress and deadlines of the UAM catalog 07-09. She noted that all approved changes have been completed. She reminded the Council that, the 8 semester Program of Study will be in the catalog and must be reviewed carefully. The deadline for changes to be submitted to C& S is October 15.

Mr. Ray reminded Council members of pre-registration on July 18, 19, and 20. Unit Heads were reminded to have as many faculty members as possible to work the advising tables. All faculty members will be expected to advise General Education students due to Dr. Eubanks' absence. Each unit will be responsible for providing laptops and Programs

of Study at pre-registration events. Dr. Eubanks reminded the Council that laptops must be taken to Information Technology by July 14.

Mr. Ray asked that each unit head look over their class schedules for spring 2007 and consider adding more intersession classes, night courses, and weekend courses to meet the demand of students.

Unit Heads requested three days be reserved for unit meetings during Faculty Development Week.

The Council adjourned at 4:10 p.m.

Minutes approved as corrected at the Academic Council meeting on July 26, 2006.