

**Academic Council Minutes**  
**October 24, 2007**  
**2:00 p.m.**  
**Library Conference Room A**

Present: Mr. David Ray; Dr. Debbie Bryant; Dr. Ranelle Eubanks; Mr. Mark Spencer; Dr. Louis James; Dr. Peggy Doss; Dr. Morris Bramlett; Dr. Trey Berry; Dr. Kelly Bryant; Dr. Jim Roiger; Ms. Annette Hall; Ms. Pamela Gouner; Ms. Sandra Campbell; Mr. Bob Ware; LTC Colonel Kenneth Cole; Reporter: Ms. Rita Hyatt.

The Council approved the minutes of the October 10, 2007 meeting.

Mr. Ray asked each Unit Head to describe their efforts to improve retention in their units.

Ms. Gouner reported that the Summer School Committee is working on several different ideas to help improve summer school enrollment.

Mr. Ray asked the Unit Heads to have cell phone numbers of all faculty available for emergency reporting purposes.

Dr. Debbie Bryant talked about Scholarly Intramurals. She stated the more students are involved the more likely they are to stay in school.

Mr. Ray discussed professional development courses for teachers effective August 2007. A system was developed that provides documentation including a checklist and space for the explanation of how each college course will meet the criteria for professional development.

Mr. Ray provided the Council with a copy of enrollment data for Southeast Educational Cooperative schools. The long range projection from the Census Bureau shows a continual decline in population for the next 20 years. Mr. Ray encouraged the Council to recruit and advertise outside our geographic area.

Mr. Ray reminded the Council that students are expected to complete General Education requirements within their first 60 hours.

Dr. Morris Bramlett stated that M&S would offer Introduction Algebra and Intermediate Algebra in the same semester to students who need remediation in math. Students would attend class every day (M-F). The 1st eight weeks students would be enrolled in Introduction Algebra and the last eight weeks students would be enrolled in Intermediate Algebra. Dean Mark Spencer said that A&H would try Fundamentals of English and Composition I the same way.

Mr. Ray reminded the Unit Heads to contact Ms. Loyce Ray or Ms. Christy Pace to schedule an appointment for their annual departmental meeting with the Chancellor and the Provost.

Mr. Ray reminded the Council of these upcoming dates:

Early Retirement of Faculty requests due to Provost's Office, November 1

Peer Evaluations submitted to Unit Heads for Category II, November 1

Text-book Adoption Form posted to website, November 1

Completed peer evaluations returned to individual Faculty for Category II,  
November 4

Spring Registration/Pre-Registration, November 5 to 16, 2007

Completed Faculty Self-Evaluations submitted to the Unit Head for  
Category I, November 15

Promotion and Tenure, December 1

The Council adjourned at 4:30 p.m.