

Academic Council Minutes
November 28, 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. Richard Kluender; Dr. Morris Bramlett; Dr. Trey Berry; Dr. Kelly Bryant; Dr. Jim Roiger; Ms. Annette Hall; Ms. Pamela Gouner; Ms. Sandra Campbell; Ms. Linda Rushing; Mr. Bob Ware; Reporter: Ms. Rita Hyatt.

The Council approved the November 14, 2007 minutes with a correction noted.

Mr. Ray asked each Unit Head to describe their efforts to improve retention in their units. Dr. Debbie Bryant stated that mid-term grades are important and we needed students to complete the AA degree as soon as possible. Faculty should be encouraged to give feedback to students about grades. Some faculty monitor students progress on tests and pair them with other students to learn testing and study skills. The Council noted that some students are abusing the "W" policy especially with online classes. The Council discussed some options including adding a note that a student must have a certain GPA before enrolling in an online class, charging a higher tuition for an online class or charging a surcharge for taking an online class then refunding the surcharge upon successful completion.

Dr. Trey Berry suggested the Council consider offering an Honors Program at UAM. He stated that several students have asked about an Honors Program.

Dr. Debbie Bryant stated she needed more time before discussing scholarly intramurals.

Dr. Ranelle Eubanks provided the Council with a list of questions designed for online class evaluations to be used in the Spring 08. The Council stated they were not getting evaluations on any web-based courses or online classes. Mr. Ray and Dr. Eubanks will research the problem with online evaluations.

Mr. Ray provided the Council with a copy of the FINAL EXAM schedule and stated that all faculty are expected to meet with students during their assigned exam time. Dr. Debbie Bryant stated that the final exam counts as part of seat time for a course. Mr. Ray also provided a copy of the Request to Take Final Exam Early form.

Dr. Eubanks provided the Council with a copy of the Reporting Child Abuse and Neglect in Arkansas web page. Dr. Eubanks will contact Ms. Sherry Williamson about setting up a training session with faculty on how to identify child maltreatment.

Mr. Ray stated that some committees were unable to conduct their meetings due to low attendance from committee members. Mr. Ray asked the Council to encourage faculty to attend and participate in committee meetings.

Mr. Ray announced the next meeting for High School Redesign will be December 4.

Ms. Pam Gouner stated she will re-submit the C&S proposals for Nursing. The C&S proposals for McGehee and Crossett will also be re-submitted.

Dr. Ranelle Eubanks provided the Council with a copy of WEEVIL S.O.S. (Save Our Students) which gave important advising notes.

Mr. Ray reminded the Council of these upcoming dates:

Promotion and Tenure materials submitted to Unit Head, December 1

Unit Head submits evaluation and supporting materials to VCAA for
Category II, December 1

Peer Evaluations submitted to Unit Heads for Category I, December 1

Completed Faculty Self-Evaluations submitted to the Unit Head for
Category III, December 1

Completed peer evaluations returned to individual Faculty for Category I,
December 4

Faculty notified of final evaluation and current information placed in
permanent faculty file for Category II, December 10

Unit Head forwards recommendation for Promotion and Tenure to the
Provost, December 15

Peer Evaluations submitted to Unit Heads for Category III, December 15

Completed peer evaluations returned to individual faculty for
Category III, December 18

The Council adjourned at 4:13 p.m.