

**Academic Council Meeting**  
**June 11, 2008**  
**2:00 p.m.**  
**Caucus Room**

Present: Mr. David Ray; Dr. Debbie Bryant, Mr. Mark Spencer; Dr. Louis James; Dr. Peggy Doss; Dr. Richard Kluender; Dr. Farrokh Abedi; Dr. Trey Berry; Dr. Kelly Bryant; Dr. Jim Roiger; Ms. Annette Hall; Mr. Bob Ware; Ms. Sandra Campbell; Reporter: Ms. Crystal Ratliff.

The Council approved the May 21, 2008 minutes.

The Council discussed retention ideas.

Mr. Ray reminded everyone that the National Conference of Academic Deans is next month and the topic for discussion is assessment. The conference will be held July 31 through August 2. Dr. Bramlett, Dr. Berry and Dr. Eubanks will be attending.

Mr. Ray informed the Council that some concerns have been raised about the current procedure for administering online class exams. Bryan Fendley will be contacting other academic institutions to discover any alternative methods being used. During discussion, Mr. Ray emphasized that online classes need to get back to being distance education.

Mr. Ray stated that each area's annual assessment report is due August 1. He instructed everyone to submit one hard copy to him as well as email Dr. Eubanks with a link to his/her area's annual assessment report online.

Mr. Ray also reminded everyone to submit one hard copy of their annual report to him by August 1.

The Council discussed the summer Pre-registration dates. Crystal Ratliff stressed the need for additional general studies advisors for June 24 and 25.

Mr. Ray discussed Professional Development Week and that faculty should return on August 11. Dr. Kluender asked that the Council members be emailed a schedule for Professional Development Week for distribution to their faculty and staff.

Mr. Ray asked the Council to submit possible discussion points to Dr. Lassiter for the Retreat being held July 14 at Commercial Bank.

Mr. Ray stated that the Legislative Task Force's final report is due June 19.

Mr. Ray summarized the ADHE program review meeting he attended on June 10. The Council discussed some proposed changes to assessment requirements and the current graduation/retention system.

Mr. Ray expressed his intention to meet with the Curriculum & Standards committee to discuss the committee's mission.

**Important Dates:**

- 1) College of Technology – Crossett Commencement is June 19 at 7:00 p.m. in Crossett.
- 2) College of Technology – McGehee LPN Nursing Ceremony is June 27 at 1:00 p.m. in Monticello.
- 3) College of Technology – McGehee Commencement is June 27 at 7:00 p.m. in Monticello.
- 4) Pre-registration is June 24-26 and July 15-17.
- 5) Important Dates for Budget Closing:
  - a. Warehouse – June 25
  - b. Bookstore – June 26
  - c. Cashier's Office – June 30
- 6) Last day of class for Summer I is June 25.
- 7) First day of class for Summer II is July 1.
- 8) Last day of class for Summer II is July 31.
- 9) All faculty members are due back on August 11.

Dr. Roiger advised the Council of a postage dilemma that may require some inquiry before the fiscal year ends.

The Council adjourned at 3:50 p.m.