

Academic Council Minutes
January 28, 2009
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. Philip Tappe; Dr. Morris Bramlett; Dr. Trey Berry; Dr. Kelly Bryant; Dr. Jim Roiger; Ms. Pamela Gouner; Ms. Helen Guenter; Ms. Linda Rushing; Mr. Bob Ware; Ms. Misty Paschall; Sergeant Callandra Mondy; Guest: Dr. Jack Lassiter; Reporter: Rita Hyatt.

Mr. Ray welcomed new members to the Council and Dr. Jack Lassiter to the meeting.

Mr. Ray showed the new UAM DVD video to the Council and asked for comments or suggests about the video.

Dr. Lassiter stated we will begin discussing the 2010 budget and asked each Unit Heads to look really hard at the 2010 budget. Dr. Lassiter stated that reallocation is topic we need to talk about in the 2010 budget. Dr. Lassiter stated the Executive Council will announce a hiring freeze at their meeting on February 3. Dr. Lassiter talked about President Obama's stimulus plan and what kind of impact it could have on the university.

The minutes of December 12, 2008 were approved as written.

The Council discussed retention ideas. Arts and Humanities are expanding the writing center hours. CIS is sending out handwritten notes to new students and students who change majors. Social and Behavioral Sciences has a new Arkansas History textbook that will reduce cost to the students.

Mr. Ray discussed the teaching load for graduate faculty. The course load for full-time faculty teaching only graduate-level courses is 9 semester credit hours. Mr. Ray stated that he would ask the Executive Council to review the UAM Operating Procedure 420.1 (teaching load for faculty) to reflect the calculation for determining graduate faculty course load.

Mr. Ray discussed the difference between Independent Study and Special Topics. He reminded the Unit Heads that each form must be submitted with a syllabus and copy of student's transcript.

Mr. Ray discussed the statistical package for research. Dr. Todd Fearer asked the faculty to complete a survey on use of statistical software. The primary purpose of this survey is to estimate how many faculty use SAS through the UAM site license. Mr. Ray stated we are not ready to make a change on software unless the need is warranted.

Mr. Ray discussed UAM's web presence. How to make it more inviting for potential students is of real concern. Mr. Ray reminded everyone to keep their web site updated and make sure the links work.

Mr. Ray discussed that the University is in the process of selecting and implementing a new administrative and academic software package that will better serve the needs of faculty, staff, and students. All faculty and staff are asked to complete a survey of questions on the new software system. The survey date is from February 2 until February 6 to provide input. Dr. Debbie Bryant asked Unit Heads to send two of their faculty to the BBC 213 workshop Tuesday, February 3 at 12:30 p.m. to do their voting on faculty software issues.

Mr. Ray reminded the Council that the first draft of the class schedule for Summer 09, Fall 09 and Spring 10 is due to the Registrar's Office on February 13.

Dr. Ranelle Eubanks asked the Unit Heads to review the information on 09-11 catalog and submit changes to her by February 10.

Mr. Ray discussed extending the UAM catalog from two years to three years or possibly four years. The Council approved a two year catalog.

Dr. Jim Roiger discussed laptop maintenance. He stated that every unit needs to update the antivirus protection on their laptop every week.

The Council discussed C & S proposals from Arts & Humanities and UAM Colleges of Technology – McGehee. The Council agreed to waive the 10-day review on UAM Colleges of Technology – McGehee C&S proposals. The Council approved all proposals.

Mr. Ray reviewed upcoming dates and set the next Academic Council meeting for February 11.

The Council adjourned at 4:37 p.m.