

Academic Council Meeting
October 28, 2009
9:30 a.m.
Library Conference Room A

Present: Mr. David Ray; Dr. Debbie Bryant, Dr. Ranelle Eubanks; Mr. Mark Spencer; Dr. Louis James; Dr. Donna Hunnicutt; Dr. Richard Kluender; Ms. Sandra Campbell; Dr. Carol Strong; Dr. Kelly Bryant; Mr. Brian Hairston; Dr. Marvin Fawley; Ms Pamela Gouner; Mr. Bob Ware; Ms. Linda Rushing; Ms. Misty Paschall; Reporter: Ms. Rita Hyatt.

The October 14, 2009 minutes were approved as written.

The Council discussed retention ideas.

Mr. Ray discussed with the Council what exit exam UAM might use for remedial courses. Mr. Ray will notify ADHE that UAM will use Compass/Asset.

Mr. Ray stated that ADHE will notify him on November 2 of programs not meeting viability standards. Academic Affairs will submit program viability appeals to ADHE by November 16.

Mr. Ray asked the Council to have faculty review basic theatre etiquette with their students.

Mr. Ray discussed anti-theft with the Council. Mr. Ray asked that Unit Heads remind faculty to secure all classroom equipment and personal items as the semester comes to the end.

Mr. Ray reminded the Council of the upcoming November 1 deadline on the textbook adoption forms (Act 175). Mr. Hogue must have a form back on every course including Independent Study and Special Topics.

Mr. Ray reminded the Council of pre-registration on November 9-20.

Mr. Ray reminded the Council that student evaluations of teaching should be done on CIV, on-line and face to face classes.

Mr. Ray stated that no activities including meetings, social events, and fund raising-activities will be permitted to be scheduled in the 24 hours prior to the start of the official final exam period or during final exams.

Mr. Ray provided the Council with a copy of the FINAL EXAM schedule and stated that all faculty are expected to meet classes during their assigned exam time. Mr. Ray also provided a copy of the Request to Take Final Exam Early Form.

Mr. Mark Spencer, Academic Council representative, gave the Council a report on the Curriculum and Standards committee.

Mr. Ray reminded the Council of the following deadlines:
Annual Faculty Evaluation and Post Tenure Review
Promotion and Tenure
Early Retirement of faculty

The Council discussed upcoming events.

The Council adjourned at 11:05 a.m.