

**Academic Council Meeting**  
**March 18, 2010**  
**2:00 p.m.**  
**Library Conference Room A**

Present: Mr. David Ray; Dr. Debbie Bryant, Mr. Mark Spencer; Dr. Louis James; Dr. Peggy Doss; Ms. Rhonda Parris; Ms. Sandra Campbell; Dr. Carol Strong; Dr. Kelly Bryant; Mr. Brian Hairston; Dr. Morris Bramlett; Ms. Pam Gouner; Ms. Linda Rushing; Guests: Ms. Susan Brewer; Ms. Anissa Ross; Reporter: Rita Hyatt.

Ms. Susan Brewer distributed a handout taken from the Federal Student Aid Handbook about repeating courses. She stated that Pell Grant will not pay for a student to repeat a course in which a passing grade was earned even if the grade was a "D." The Council discussed several options: change the grading system by removing the letter grade "D," going to a pass/fail grade, using the NCAA Rule (not a passing grade if you can't progress to the next course). Mr. Ray asked the Council to email him suggestions on repeating courses by April 1. The Council will revisit this discussion at the April 7 meeting.

Ms. Anissa Ross discussed student self-registration in the new computer system, WeevilNet. The system would permit on-line preregistration for a longer time to give students the opportunity to make schedule changes. In WeevilNet, the student will be able to see his/her degree program of study which will show what courses a student should take to complete his/her degree. No first-time freshman, transfer students or graduate students would be allowed to self-register on-line. The Council decided not to change the pre-registration system at this time.

The February 17, 2010 minutes were approved as written.

The Council discussed retention ideas.

Mr. Ray reminded the Council that March 19 is the deadline for the Textbook Adoption Form to be submitted so that textbook information can be posted to our website by noon April 1 (Act 175). Mr. Billy Hogue must have a Textbook Adoption Form back on every course, including Special Topics and Independent Studies.

Mr. Ray reminded the Council that Spring Break starts Monday, March 22. Mr. Ray asked that each unit have someone available during Spring Break to meet with students who may visit campus.

Mr. Ray provided the Council with a copy of faculty office hours from the Faculty Handbook. Faculty members should schedule at least one office hour in the morning and the afternoon. Office hours should be posted on the faculty member's door, listed in the course syllabus, and a copy filed in the Dean's office.

Mr. Ray stated that we are still having students sick with N1H1. He reminded the Council that Academic Affairs has hand sanitizer available for faculty and staff.

Mr. Ray asked Unit Heads to notify Public Safety, the school nurse and Office of Academic Affairs of any accidents on campus.

Mr. Ray stated that Arkansas Mission of Mercy (ArMOM) Free Dental Clinic will be on UAM campus on May 21 and 22. ArMOM needs over 300 support volunteers to help with patient escorts, equipment loading/unloading, break room servers and many other positions. Please encourage faculty/staff/students to help make ArMOM a success in southeast Arkansas.

Mr. Ray stated that the School of Nursing had their NLNAC (National League of Nursing Accrediting Commission) visit on March 2-4, 2010 and recommended full re-accreditation for eight years.

Mr. Ray provided the Council with a copy of the Institutional Report on the Annual Review of Faculty Performance. He asked the Council to submit their report to the Provost's Office by April 16.

Mr. Ray provided the Council with a copy of the UAM Self-Evaluation (Administrative Position) due on June 1.

Mr. Ray stated that the 3<sup>rd</sup> draft of the class schedule is due today (March 18).

Mr. Ray reminded the Council of pre-registration April 5-16 and the importance that all faculty be in his/her office on these dates to assist with advising students.

All full-time undergraduate students are being asked to complete an on-line survey regarding University accommodations of student interests and abilities. Mr. Ray asked Unit Heads to encourage faculty and staff to have students complete the survey.

Mr. Ray stated that all students, faculty and staff are required to have a new ID effective August 2010. Employees and students are required to get a new photo ID made during pre-registration (April 5 – April 16) in the University Center Green Room between the hours of 8:30 a.m. and 4:00 p.m.

Mr. Ray distributed handouts from Arkansas Department of Health concerning K2 Synthetic Marijuana Use.

Mr. Spencer provided the Council with an update on C&S proposals.

Mr. Ray reviewed upcoming dates and set the next Academic Council meeting for April 7.

The Council adjourned at 4:40 p.m.