

**Academic Council Meeting**  
**October 12, 2011**  
**2:00 p.m.**  
**Library Conference Room A**

Present: Mr. David Ray, Dr. Debbie Bryant, Mr. Mark Spencer, Dr. Louis James, Dr. Peggy Doss, Dr. Phil Tappe, Ms. Sandra Campbell, Dr. Tom Springer, Dr. Kelly Bryant, Mr. Brian Hairston, Dr. Morris Bramlett, Ms. Charlotte Denton, Ms. Linda Rushing, Reporter: Crystal Ratliff

The minutes of the September 28 meeting were approved.

The Council discussed retention ideas.

- CIS researched and contacted non-completers and asked them to return to UAM.
- Crossett visits the homes of students suffering personal tragedies.
- Art & Humanities encouraged the faculty to use [grammarly.com](http://grammarly.com) to help recognize plagiarism.

Mr. Ray continued the discussion of ACT 747 by announcing that C & S has approved the 35-hour core for general education courses. Exceptions to the 120/60-hour rule may be requested. Dr. Doss asked if each course deletion from a single degree warranted a separate C & S form. The Council said one form reflecting all of the deletions would work. Linda Rushing asked if the AAS was required to meet the 60-hour rule. Mr. Ray stated that the AAS would be reduced to 60 hours.

Mr. Ray introduced the new Patent & Copyright Policy to the Council and encouraged them to share it with their faculty.

The Council discussed potential changes to the green card use policy. Dr. Bryant will revise the card.

Mr. Ray encouraged the Council to respond to all prospective student cards received from Admissions.

Mr. Ray reminded the Deans that no meetings, social events, or fund-raising activities may be held 24 hours before the final exam period.

Mr. Ray discussed the MMS Career Fair and the advantages it offers UAM participants.

Mr. Ray stated that Draft 2 of the spring class schedule had been released and that preregistration will be November 7 – November 18. Dr. Bramlett asked if the last day to drop with a “W” could be scheduled before preregistration begins. Dr. Bryant said that moving the date would require a policy revision. There was no further discussion.

The Council discussed C & S proposals from Academic Affairs, Business, and Social and Behavioral Sciences. The Council agreed to waive the 10-day review on Academic Affairs and Business. The Council approved all proposals.

Mr. Ray reminded the Council of deadlines for the following items:

- Spring 2012 Textbook Forms are due October 21
- SURF Grant proposals are due November 1
- Program Review reports are due October 15
- Early Retirement requests are due by November 1
- Annual Evaluation Deadlines
- Promotion and Tenure Deadlines

The meeting adjourned at 4:05 p.m.

The next Academic Council meeting will be Tuesday, October 25, 2011 at 2:00 p.m. in the Library Conference Room A.