

ACADEMIC COUNCIL MEETING

December 7, 2011

2:00 p.m.

Library Conference Room A

Present: Mr. David Ray, Dr. Lou James, Dr. Phil Tappe, Dr. Tom Springer, Mr. Brian Hairston, Ms. Pam Gouner, Ms. Linda Rushing, Dr. Debbie Bryant, Mr. Mark Spencer, Dr. Donna Hunnicutt for Dr. Peggy Doss, Dr. Kelly Bryant, Ms. Sandra Campbell, Dr. Morris Bramlett, Mr. Bob Ware, and Dr. Ranelle Eubanks. Special Guest: Ms. Debbie Gasaway, Associate Vice Chancellor for Finance and Administration.

The minutes of the November 16, 2011 meeting were approved with one correction (strike “and the Wildlife Society annual conference” from the sentence “Forest Resources took four students to the Society of American Foresters National Convention and the Wildlife Society annual conference in Hawaii.)

Ms. Debbie Gasaway distributed a document of changes regarding statewide travel that would be effective January 1, 2012. She summarized the changes and answered questions.

The Council discussed retention ideas.

- CIS held an event for Monticello Elementary students who came to campus to complete Christmas cards and had a read along. The CIS student organization assisted in this event.
- Linda Rushing noted that the COE (Council on Occupational Education) will be requiring each program to maintain a 60% enrollment and 70% placement to be accredited.

There was a discussion of experiential learning. There will be a follow up discussion in January.

Provost Ray asked Deans to submit to him the name of someone from their unit who could serve on the HLC (Higher Learning Commission) self-study committee as chair or co-chair.

Provost Ray reviewed the Final Exam schedule and indicated that classes are to meet during that final exam time. Grades are due no later than 10 a.m. on Monday, December 19.

The Council approved a waiver of the 10-day review for all C&S proposals. The Council approved the following proposals:

- Arts and Humanities to modify ART 4733, Special Topics in Art History
- General Studies to add the minor in Teaching and Learning as an emphasis area in the Bachelor General Studies degree plan.
- The Experiential Learning proposal was tabled until the January meeting.

Provost Ray reminded the Council that textbook forms must accompany any course added to the spring schedule. He also noted annual evaluation and promotion and tenure deadlines.

Provost Ray indicated that he plans to pilot an online format of the Student Evaluation of Teaching in the spring, 2012 semester.

Provost Ray mentioned problems he had been seeing on TR1 requests and asked Deans to be diligent about checking TR1s and other forms for correctness prior to sending to his office.

Dr. Debbie Bryant indicated that the first draft of summer and fall schedules would be out early next week (around December 15) to allow more time to finalize the schedules prior to the April 1 textbook deadline. She also distributed copies of the new Operating Procedure 500.2, Drops for Not Finalizing Registration, effective November 15, 2011, and discussed the new procedure.

Provost Ray indicated that the Council would discuss changes in the “W” deadlines at the January 24 meeting.

The meeting adjourned at 4:45 p.m.

The next Academic Council meeting will be TUESDAY, January 24, at 2:00 p.m. in Library Conference Room A.