

Academic Council Meeting
February 29, 2012
10:00 a.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. Phil Tappe, Ms. Sandra Campbell, Dr. Tom Springer, Dr. Kelly Bryant, Mr. Brian Hairston, Dr. Morris Bramlett, Ms. Pam Gouner, Ms. Linda Rushing, Reporter: Ms. Rita Hyatt.

The minutes of the February 22 meeting were approved.

The Council discussed retention ideas.

Mr. Ray asked unit heads to check Workflow on a daily basis to make sure all items have been approved.

Mr. Ray reminded the Council that Annual Faculty Evaluations for category III were due February 28. It is important to meet all deadlines on timely manner.

Mr. Ray stated that three departments have not updated their website regarding 60/120 hour degree programs.

Mr. Ray stated that faculty are complaining about emails sent to “netlist” regarding a student’s absence due to participation in a university-sponsored event. Mr. Ray asked that faculty/staff stop using “netlist” as notification of off-campus travel of students. The student will individually contact each of his/her instructors with a memo that includes the event and dates and times of the event prior to the anticipated absence.

The Council reviewed the C&S proposal on experiential learning. Dr. Eubanks will adjust proposals to read: “the University may award a maximum of 12 credit hours toward a baccalaureate degree or a maximum of 6 technical credit hours toward an associate of applied science or technical certificate” for work and/or life experience. The Council approved the proposals.

Mr. Ray stated that the pilot project with CoursEval has the capability of evaluating every course and faculty. The Deans can require all courses to be evaluated. The Evaluation Committee has chosen five questions for the on-line evaluation. For this pilot, units can submit two (2) questions and two faculty and submit two (2) questions. Please submit your questions to Ms. Crystal Raliff by March 12. The on-line evaluation time line will be April 9-20. Mr. Ray stated we are still working on incentives for students to complete evaluations in a timely manner.

Mr. Ray stated that a faculty member should notify students if class is going to be cancelled. Faculty can email through WeevilNet by using their class roster notify icon and email the whole class in one email. A number of students commute from 1 to 2 hours away from campus.

Mr. Ray reminded the Council that Statements of Financial Interest are due in the Secretary of State's Office March 1.

Dr. Eubanks reminded the Council of the Distance Learning Symposium April 20.

Mr. Ray reminded the Council that requests for early retirement of faculty are due in the Provost's Office by March 1.

Mr. Ray reminded the Council that the deadline for applying for private scholarships is March 1.

Mr. Ray reminded the Council that budget hearings begin March 5.

The meeting adjourned at 11:35 a.m.

The next Academic Council meeting will be Wednesday, March 7, 2012 at 9:30 a.m. in Library Conference Room A.