

**Academic Council Meeting  
Library Conference Room A  
February 13, 2013  
2:00 p.m.**

Present: Dr. Jimmie Yeiser, Dr. Ranelle Eubanks, Dr. Tom Springer, Mr. Mark Spencer, Dr. Louis James, Dr. Peggy Doss, Dr. Phil Tappe, Ms. Sandra Campbell, Dr. Laura Evans, Dr. Kelly Bryant, Mr. Brian Hairston, Dr. Morris Bramlett, Ms. Linda Rushing, Mr. Bob Ware, Ms. Carol Dolberry, Reporter: Rita Hyatt.

The January 23, 2013 minutes were approved as written.

Dr. Yeiser provided an update on UAM phone system.

The Council discussed retention ideas.

- The School of Forest Resources supports student trips among six student organizations.
- The School of Education looks at student progress in each class.
- The School of Math & Natural Sciences is talking with each student before he/she leaves to go to professional school about completing requirements for a baccalaureate degree.

Dr. Yeiser reminded the Council that nominations for the Hornaday Outstanding Faculty Award are due in Chancellor's office by February 15.

Dr. Yeiser stated the meeting with UAPB/UAM on February 18 has been cancelled and will be rescheduled at a future date. He encouraged work and development to continue with partners at UAPB.

Dr. Yeiser has formed a committee to review and edit the UAM Faculty Handbook. Members of the committee are Dr. Morris Bramlett, Chair, Dr. Kate Stewart, Ms. Kim Level, Ms. Sherry Harris, and Ms. Joy Holmes.

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

Dr. Yeiser asked the Council to review the C&S Proposal to change the commencement policy that was discussed and approved on October 10, 2012. Academic Affairs will re-submit proposals with a minor word change. The proposal reads as follows:

**Commencement section, Page 65**

A commencement ceremony for awarding degrees is conducted on the Monticello campus in May. A commencement ceremony for awarding technical certificates is conducted on both of the College of Technology campuses in June. ~~Undergraduate students who lack six or fewer hours to complete their degree or technical certificate may participate in the respective commencement ceremony.~~ Students must complete all degree requirements, including required exit examinations and/or all tests, for the baccalaureate or associate degree in order to participate in the commencement. Requests for exceptions must be initiated with the Dean of the academic unit under which the degree

is housed and forward to the Provost for approval. Students may only participate in one commencement ceremony for each degree or technical certificate earned. (See "Graduation Degree Audit Requirements" elsewhere in this catalog.)

Dr. Yeiser discussed reminders:

Report last dates of attendance to Ms. Sue Brewer

Draft 2 of the summer and fall 2013 class schedule due February 13

Annual Evaluation Deadlines

Performance Evaluations for classified employees due February 15

Dr. Yeiser reminded Deans to call Ms. Pace or Ms. Bryant in the Chancellor's office to schedule an appointment during the 2013 Spring semester for their annual departmental meeting with the Chancellor and the Provost.

The next Academic Council meeting will be February 27, 2013 in Library Conference Room A.

The Council adjourned at 3:40p.m.