

Academic Council Meeting  
Library Conference Room A  
August 28, 2013  
2:00 p.m.

Present: Dr. Jimmie Yeiser, Dr. Ranelle Eubanks, Dr. Tom Springer, Mr. Mark Spencer, Dr. Lou 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, Guest: Dr. Jack Lassiter and Ms. Rita Hyatt.

The minutes of the July 18, 2013 meeting were approved.

Dr. Lassiter stated that the 2014 budget is sound and that our current budget was built on a conservative number of SSCH. He provided the Council with updates on the renovations to the Hollywood Plantation and the Pindall Law Firm Property. Both properties, along with the POW Camp, will be listed on the Southeast Arkansas Heritage Trail.

The Council discussed retention and recruitment ideas.

Dr. Yeiser stated that Ms. Mary Whiting will be joining the Council membership.

Mr. Brian Hairston asked the Council for help with information on the HLC Criterion 1: Mission.

Dr. Yeiser provided the Council with a copy of the revised annual list of program reviews. Please review the updated list and let Ms. Hyatt know of any corrections. He stated the programs in History, Political Science, and Social Work will be reviewed this year. The programs to be reviewed in Fall 2014 are Psychology and UAM –College of Technology–Crossett.

Dr. Yeiser stated that is important for faculty to check class rosters daily for every course especially through the 11<sup>th</sup> class day.

Dr. Yeiser reminded the Council that October 30 is the last day to drop a course with grade of “W.”

Dr. Yeiser provided the Council with a copy of the outline of the Student Undergraduate Research Fellowship (SURF) grant, noting the deadline for submitting an application is November 1.

Dr. Yeiser provided the Council with an updated copy of the Blackboard Course Shell Creation Authorization Form.

Dr. Yeiser asked the Deans to review PAFs for accuracy and submit the PAFs in a timely manner.

Dr. Yeiser requested that Unit Heads provide him with the number of full-time faculty to allocate the Faculty Development Fund money. He asked the Unit Heads to provide him with a summary of Faculty Development Fund activities for 12/13 FY by September 20.

Dr. Yeiser asked for a volunteer to serve as the C & S representative for the coming year. Dean Morris Bramlett stated he would continue to serve as the C&S representative for 2013-2014.

The Council discussed C & S proposals from Academic Affairs and Nursing. The Council agreed to waive the 10-day review and approved all proposals.

Dr. Yeiser reminded the Council that effective July 1 all data on our website or printed versions must contain the A.C.T.S. (Arkansas Course Transfer System) common course numbers.

Dr. Yeiser reminded the Council of the new policy regarding a student's participation in the commencement ceremony effective May 16, 2014: Students must complete all degree requirements, including required exit examinations and/or all tests, for the baccalaureate or associate degree or technical certificate in order to participate in the commencement.

Dr. Peggy Doss provided the Council with an update on the School of Education.

Ms. Carol Dolberry provided the Council with first draft of class schedule for Spring 2014.

The next Academic Council meeting will be September 11, 2013.

The council adjourned at 4:50 p.m.