

Academic Council Meeting
Library Conference Room A
September 11, 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. Bob Stark, Mr. Brian Hairston, Dr. Morris Bramlett, Ms. Linda Rushing, Mr. Bob Ware, Ms. Carol Dolberry, Ms. Mary Whiting, and Guest: Ms. Linda Yeiser, Ms. Rita Hyatt.

The minutes of the August 28, 2013 meeting were approved.

Ms. Linda Yeiser asked the Council for the following information:

1. List of important unit needs
2. UAM Alumni Association Scholarships - Request for Nominations due September 16
3. Students and faculty to highlight on the UAM website

The Council discussed retention ideas.

- Academic Affairs provided parents with “Weevil Wisdom for Parents” booklets.
- The School of Education makes sure the dean is aware of any problem with students.
- The School of Math & Natural Sciences, noted that if a student is not prepared for an upper-level algebra course, it is discussed with the student and the student is transferred to the appropriate class.

The Council discussed recruitment ideas. Ms. Whiting will send a note to Deans about students losing their Institutional Scholarship.

Ms. Carol Dolberry stated that some student organizations were leaving classrooms in disarray. Faculty advisors should attend all meetings.

Ms. Dolberry explained the difference between Special Topics and Independent Study. She stated that the forms were being used incorrectly.

Ms. Dolberry stated that beginning Spring 2014 course section numbers will be as follows:

- Crossett section numbers will begin with 200
- McGehee section numbers will begin with 300
- Concurrent enrollment section numbers will begin with 500

Ms. Dolberry stated we will split summer school into two terms: Summer I (with Intersession) and Summer II.

Ms. Dolberry distributed new test score requirement sheets and stated that the Compass scores have changed in English and reading.

Enrollment rosters are due September 20. Dr. Yeiser stated faculty should be encouraged to check every roster and report who is not attending class.

Dr. Yeiser reminded the Council of Parent/Family Appreciation Day activities on Saturday, September 14.

Dr. Eubanks reminded the Council about the procedures for the Assurance of Child Maltreatment Reporter Training form with the link to the most recent child maltreatment training www.ar.mandatedreporter.org.

Dr. Yeiser reminded the Council of the Annual Evaluation timetable and asked each member to notify his/her faculty of the deadlines.

Dr. Yeiser provided the Council with a copy of the Promotion and Tenure schedule.

Dr. Yeiser stated that faculty requests for early retirement are due in the Provost's office by November 1.

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

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

Dr. Yeiser reminded the Council that the deadline to submit an application to the Student Undergraduate Research Fellowship (SURF) grant is November 1.

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.

The next Academic Council meeting will be September 25, 2013.

The council adjourned at 4:20 p.m.