

Academic Council Meeting
Library Conference Room A
September 25, 2013
2:00 p.m.

Present: Dr. Jimmie Yeiser, Dr. Ranelle Eubanks, Dr. Tom Springer, Mr. Mark Spencer, Dr. Lou James, Dr. Donna Hunnicutt, 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, Ms. Mary Whiting, and Ms. Rita Hyatt.

The minutes of the September 11, 2013 meeting were approved.

The Council discussed retention ideas.

The Council discussed recruitment ideas.

- The School of Social and Behavioral Science mails letters to scholarly students.
- Dr. Morris Bramlett teaches chemistry classes for surrounding high schools.
- The School of Education is hosting a STEM Center Open House on September 27.
- The Division of Music Jazz Band is on a three day tour.
- Dr. Eubanks and Ms. Halley are looking at students who attended UAM but did not complete a degree. About 20 students are eligible for the BGS degree so far.

Dr. Yeiser discussed unused money at the end of fiscal year. He stated that some departments try to spend every dollar in the budget in fear that their budgets will be cut the next fiscal year. Dr. Yeiser stated any used money will go back in to the general fund.

Dr. Yeiser provided the Council with a handout of CoursEval deadlines. Students should be encouraged to complete course evaluations on November 4-17.

Dr. Yeiser noted that Assembly meetings are October 14 and December 3.

Ms. Whiting encouraged the Council to respond to every student recruitment card by sending prospective letters to all students. It is important to send information on programs to every student in a timely manner.

Dr. Yeiser addressed the 10-day review policy. The waiver has been given in cases of urgency. The Council agreed to honor the 10-day review but a Dean could request a waiver.

The Council discussed C & S proposals from Military Science, Social and Behavioral Sciences and the Division of Music. The Council agreed to waive the 10-day review and approved all proposals.

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

Dr. Yeiser reminded the Council of the Promotion and Tenure deadline.

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

Dr. Yeiser reminded the Council that October 4 is the deadline to apply for May 2014 graduation.

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 October 9, 2013.

The Council adjourned at 3:30 p.m.