

## ACADEMIC COUNCIL MEETING

August 6, 2014

2:00 p.m.

Library Conference Room A

Present: Dr. Jimmie Yeiser, Dr. Rick Club, Dr. Louis James, Dr. Phil Tappe, Dr. Laura Evans, Mr. Brian Hairston, Ms. Carol Dolberry, Mr. Mark Spencer, Dr. Peggy Doss, Ms. Sandra Campbell, Dr. Kelly Bryant, Dr. Morris Bramlett, Ms. Mary Whiting, and Dr. Ranelle Eubanks. Guests: Ms. Susan Brewer and Crystal Halley.

The minutes of the July 10, 2014 meeting were not in the Council packets; these minutes, therefore, were not approved.

The minutes of the June 11, 2014 meeting were approved as written.

Ms. Brewer discussed with the Council the importance of noting student non-attendance, especially on the 11<sup>th</sup> class day. Ms. Brewer noted that a student should be marked as “never attended” or “never participated” in an online class. If financial aid has already been disbursed to a student, Financial Aid is unable to retrieve that money. An easy way to make sure of attendance is for a faculty member to have an assignment due before the 11<sup>th</sup> class day. She noted that participating in an online class is participating in discussion, contact with the instructor through asking questions, or something similar. Simply logging in to Blackboard is not participating. At the 60% point in the semester, it is important to report if a student has not attended. If the student earned all “Fs” if he/she stopped before the 60% day, money must be taken from financial aid monies. Ms. Brewer also noted that there are numerous scholarships for students and all have different criteria for awarding the scholarship and for keeping the scholarship.

Ms. Halley brought the “Academic Alert” plan to the Council. Anyone can report a student who is missing class, one who the faculty member thinks may need help, or whose classroom behavior is a cause for concern. The reporting can be anonymous. Ms. Halley noted the importance of a student completing his/her Associate of Arts degree. She noted that all faculty and deans are able to produce the Associate of Arts Advisement Report. She is willing to come to each unit to show faculty how to complete this process if they have forgotten. She also distributed shortcut and WeevilNet directions for completing the Associate of Arts Advisement Report.

Dr. Yeiser mention several retention ideas he has in mind including E-Mentoring, a workshop during the first week of classes to help any student who may be having problems with Blackboard. He mention “The First Four Weeks” initiative and a First Year Experience initiative that will provide faculty with options of how to retain a student. He noted that UAM is graduating only 22 percent of those entering first-time full-time freshmen, and the cost of retaining is much cheaper than recruiting.

The following recruitment and retention ideas were noted:

Faculty are doing a better job of informing student with 17-18 on the ACT of Arts and Humanities willingness to have the student take the Challenge test for possible placement in Composition I. Mr. Spencer has sections of blended Funds/Comp I. He has looked at GPAs and the “Connect” pilot McGraw Hill project. The Fundamentals of English Committee will use Connect in most of its programs.

Dr. Bryant noted that the School of Agriculture and Drew Central Schools would be meeting for outreach programs this year.

Dr. Bramlett noted that UCA and Pulaski Tech as part of the Complete College America grant had used a non-Algebra based course, Quantitative Literacy, but that except for one section, is identical to our Survey of Mathematics. He noted he might request a name change for ease in transferability.

Dr. Doss indicated the School of Education was looking at the different learning styles of students. She asked how others were handling the apathetic student and how do we develop a standard of success. She would like to partner School of Education faculty with other faculty regarding pedagogy.

Dr. Yeiser noted website accessibility concerns that most everyone seems to be receiving notices from the Webmaster that numerous items on the website are not accessible. After discussion, it was decided that during Professional Development Week, there would be two training sessions to help understand the requirements of accessibility.

Dr. Yeiser discussed the importance of following the online and face-to-face syllabi formats and noted that syllabi for each faculty member are due in his office by the first day of classes, August 20.

Dr. Yeiser reminded the Council of the importance of faculty checking class rosters every day until September 4 and sending those students to the Registrar’s office who are not on their rosters.

Dr. Yeiser noted the last day to drop a course with a grade of “W” for the fall semester is October 29.

In preparation for the HLC visit in October, all faculty should have their vita submitted to Dr. Marsha Clayton by August 18.

Dr. Yeiser noted the upcoming Professional Development Week activities and asked Deans to be ready to introduce their new faculty on August 12. He noted that registration begins August 19 and that August 21 is the last day to register for fall classes.

Dr. Yeiser reminded the Deans that he would be meeting with them individually in the near future. He also reminded the Council that we would be using only the electronic format of the catalog for the 2015-17 academic year. It would be important to have all academic catalog changes to the Council no later than February 1, 2015.

Yeiser also noted the Arkansas Dean’s Conference September 21-22 at Lake DeGray.

Yeiser noted that SURF applications are due to ADHE on November 1.

The Council approved two C&S proposals:

1. Correctional Law Enforcement—make inactive programs for the Technical Certificate and the Certificate of Proficiency.
2. Advanced Placement for Physics—name change to coincide with College Board changes to those tests.

Dr. Yeiser reminded the Council of the six reports that were due August 1. He noted that all reports had not yet been received.

Dr. Yeiser noted that Dr. Michael Moore, UA System office, be a speaker at Profession Development Week to further discuss E-versity.

Dr. Doss noted that the P-4 program was ending and the K-6 program would be in place for the fall, 2015 NCATE/CAEP visit.

Ms. Dolberry noted that all grades for the summer II reporting were in on time.

The meeting adjourned at 4:15 p.m.