

Academic Council Meeting
September 11, 2014
2:00 p.m.
Library Conference Room A

Present: Dr. Jimmie Yeiser, Dr. Ranelle Eubanks, Dr. Rick Clubb, 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, Mr. Bob Ware, Ms. Carol Dolberry, Ms. Mary Whiting and Ms. Rita Hyatt.

The minutes of the August 6, 2014 and September 3, 2014 meeting were approved with minor changes.

Dr. Yeiser stated he was working on a retention plan for the institution. He encouraged the Council to give him any comments or suggests.

The Council discussed retention and recruitment ideas.

- Nursing has formed a committee on retention and recruitment issues.
- The Writing Center will offer online tutoring starting in October.
- Education faculty are trying to build a personal relationship with education students.
- Ms. Dolberry is meeting with selected students who are having academic problems.

Dr. Yeiser stated that 73 students participated in E-Mentoring sessions at the beginning of the fall semester. Students learned how to access UAM's BlackBoard, WeevilNet, e-mail, and how to connect personal electronic devices to the campus network. Dr. Yeiser stated that students will be able to access an electronic version of E-Mentoring in Spring 2015. Students must complete either the face-to-face or the electronic version of E-Mentoring before being admitted to an online course for the first time effective Spring 2015.

Ms. Dolberry stated that Fall 2014 enrollment is 3,854 students.

Ms. Dolberry noted that if a classroom needs to be changed to please notify the Registrar's Office before moving the class.

Ms. Dolberry stated that if a student's name is not on class roster the student should not be allowed to attend class. Please encourage faculty to report the last day of attendance for students not attending class.

Dr. Yeiser provided the Council with a copy of the Ten-Year Schedule of Program Reviews. He stated that the psychology program will be reviewed this year. The School of Mathematical and Natural Sciences will review Biology, Chemistry, and Natural Science programs in Fall 2015.

Dr. Yeiser provided the Council with a copy of the forms required for Student Absences Due to Participation in University-Sponsored Events. He asked that a week notice be given if possible.

Dr. Eubanks asked that names of Assembly student representatives be emailed to Dr. Jay Hughes.

Dr. Yeiser provided the Council with a copy 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. He asked the Unit Heads to email him notification who would be seeking promotion and tenure this year.

Dr. Yeiser reminded the Council that October 29 is the last day to drop a regular course with grade of "W."

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

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

Dr. Yeiser asked Unit Heads to confirm the number of full-time faculty in their units so that the Faculty Development Funds could be disbursed. He stated that the Faculty Development Funds are for full-time faculty, not Unit Heads.

The Council discussed C & S proposals from Academic Affairs, Education and Computer Information Systems. The Council agreed to waive the 10-day review of CIS proposals and approved all proposals.

Dr. Yeiser reminded the Council of upcoming items:

Arkansas Dean's Conference September 21-22 at Lake DeGray

The next Academic Council meeting will be Wednesday, October 8, 2014 at 2:00 p.m. in the Library Conference Room A.

The meeting adjourned at 3:30 p.m.