

**Academic Council Meeting**  
**February 12, 2016**  
**2:00 p.m.**  
**Sandra Campbell Conference Room**

Present: Dr. Peggy Doss, Dr. Dale Bower, Dr. Rick Clubb, Mr. Mark Spencer, Dr. Phil Tappe, Mr. Dan Boice, Dr. Laura Evans, Dr. Bob Stark, Mr. Brian Hairston, Dr. Morris Bramlett, Mr. Bob Ware, Ms. Carol Dolberry, Ms. Mary Whiting, and Ms. Rita Hyatt.

The minutes of the January 27, 2016 meeting were approved.

Dr. Doss talked about the EAB Success Collaboration.

Dr. Doss stated that Ms. Hyatt will complete a request form to Ms. Lisa Cater, Institutional Research Officer for the information needed to process the 2017 fiscal budget request. The information will be shared with every unit to prepare for their budget needs.

Dr. Doss asked the Council to explore offering 8-week classes in the fall semester. Ms. Dolberry stated that grades for first 8-week classes are due after second 8-week classes begin. Some students may not pass their first 8-week class and are enrolled in the next class.

Dr. Doss stated that the institution technology delivery method for online course work is Blackboard only. Faculty should not use a Facebook account to teach any classes. All courses should have a blackboard shell to provide supplemental materials to students. Dr. Doss will inquire about the request to create a blackboard shell with the Academic Computing staff. The Council discussed that the Blackboard access goes down over the weekend and after hours, creating a problem for students to access the system.

Ms. Dolberry will prepare the calendar for 2016-2017 UAM catalog to be discussed at the Academic Council meeting on March 30.

Dr. Doss stated that no activities including meetings, social events, and fund-raising activities are permitted to be scheduled in the 24 hours prior to the start of the official final exam period.

The Council discussed the student evaluations of faculty performed thru Blackboard. Several of the deans said the format of information provided was not in a useable format. Dr. Bramlett asked if question six could be removed or re-written into two questions. Dr. Doss asked Dr. Bower to discuss concerns with Ms. Crystal Halley. The Council prefers the old faculty evaluations with CoursEval.

Dr. Doss provided the Council with a copy of the Ten-Year Schedule of Program Reviews. She encouraged the Council to review the document and let Ms. Hyatt know of any corrections. She stated that the English, Art, Communication, Modern Language, Associate of Applied Science in Nursing, and Bachelor of Applied Science will be reviewed this fall. Dr. Doss stated that the following programs would be reviewed in the Fall 2017: Associate of Applied Sciences, Associate of Arts, Associate of Applied Science in General Technology, Associate of Science, and Bachelor of Science in Nursing.

The Council discussed C & S proposals from the Academic Affairs, Education, Social & Behavioral Science, Arts & Humanities, and Computer Information System. The Council agreed to waive the 10-day review for the Academic Affairs, Arts & Humanities, and Computer Information System proposals and approved all proposals.

Dr. Doss reminded the Council that faculty request for early retirement is due March 1.

Dr. Doss reminded the Council of the Annual Evaluation deadline for category III is February 28.

Dr. Doss stated that the deadline for Performance Evaluations for all Classified Employees is February 29.

The next Academic Council meeting will be Wednesday, February 17, 2016 at 2:00 p.m. in the Library Conference Room A.

The meeting adjourned at 3:24 p.m.