

Academic Council Meeting
December 7, 2016
2:00 p.m.
Library Conference Room A

Present: Dr. Peggy Doss, Dr. Dale Bower, Dr. Rick Clubb, Dr. Phil Tappe, Mr. Mark Spencer, Dr. Lou James, Ms. Carol Dolberry, Dr. Laura Evans, Mr. Dan Boice, Mr. Bob Ware, Dr. Morris Bramlett, Dr. Kelly Bryant, Mr. Brian Hairston, and Ms. Naomi Williams Guests: Ms. Emily Ashley and Mr. Mike Owens

Dr. Doss gave each member of the Academic Council a copy of the book, *Results Coaching* by Kathryn Lee, Karen Anderson, Vicky Dearing, Edna Harris, Frances Shuster, and Foreword by Dennis Sparks. The group will discuss the book topics in the spring semester.

The minutes from the November 16, 2016 meeting were approved with no changes.

Dr. Bramlett shared that students from the McGehee campus periodically have a conflict with final exams being scheduled at the same time as exams on the UAM campus. Mr. Bob Ware said when there is a conflict with the main campus schedule, they have the student complete a form to change the class exam time. The student needs to contact their instructor at the McGehee/Crossett campus for the form. Ms. Carol Dolberry suggested maybe they wait to see the final exam schedule for the UAM campus before scheduling in McGehee, Crossett, or Warren.

Ms. Dolberry told the group final grades are due Monday, December 19, 2016 at 10:00 a.m. Dr. Doss reminded everyone classes are not to be dismissed during finals week.

Dr. Doss reminded the group that the December 17, 2016 Commencement should be attended by all faculty unless special permission is obtained in advance.

Mr. Hairston discussed the Advisement Reports with the group and changes that were needed. Mr. Mike Owen shared next steps that would be taken to work with the registrar's office to improve the technological side of the report. Mr. Owens said they are preparing a mock up that is due around the 2nd or 3rd week in January 2017. They are working on calculations to automate within the system and adding an additional pane. He would like to setup a committee with 4-5 faculty members to review and give feedback to the Academic Council in February along with suggested "tweaks". Committee Members were selected as follows: Adam McKee, Isabel Bacon, Morris Bramlett, and Memory Frazer. Brian Hairston will email Dr. Doss the pick for his department.

Dr. Doss presented the group with a Strategic Planning folder. Deans were asked to read the instructions and look at the packet for expectations. Folders should be kept and brought to future meetings. The Deans Council Input Team will begin to meet to complete the work no later than March 17, 2017.

Mr. Brian Hairston presented the EAB update. They will have specialist training the last of January or first of February with faculty labs scheduled and online by the end of February or first of March. Mr. Hairston noted the changes will need to be considered in the attendance policy and reporting mid-term grades

Dr. Doss updated the group on the status of renovations for the Student Success Center.