

**Deans Council Meeting Minutes**  
**June 19, 2018 at 2:30 p.m.**  
**Sandra Campbell Conference Room**

Present: Dr. Peggy Doss, Ms. Crystal Halley, Dr. Rick Clubb, Mr. Mark Spencer, Dr. Lou James, Dr. Marsha Clayton, Ms. Kim Level, Dr. Rob Ficklin, Mr. Dan Boice, Dr. Brandy Haley, Mr. Brian Hairston, Dr. Morris Bramlett, Ms. Caroline Johnson, Mr. Bob Ware, and Ms. Rita Hyatt.

The minutes from the May 31, 2018 meeting were approved.

Ms. Halley discussed pre-registration July 9-10. She stated the set-up would be same as Scholars Day. General Studies will be set-up in the Library Conference Room A.

Ms. Halley provided the Council with a copy of 2019 proposed recruitment dates from Ms. Tawana Greene. The Council would like to see Weevil Welcome days held before scholarship deadline. Ms. Halley will share information with Ms. Greene.

Ms. Halley talked about degree pathways appeal process and provided the following policy.

**DEGREE PATHWAYS CHANGE REQUEST**

Students who have new placement test scores qualifying them for a different pathway should submit a Request to Change Degree Pathway form at least three (3) working days before the last day to register for the desired term or semester of admission.

**DEGREE PATHWAYS APPEAL**

Students may appeal one certificate/degree program level above their initial placement.

To appeal, students must submit a Degree Pathways Appeal Form with the required documentation to the Office of Academic Affairs on the Monticello campus or the Assistant Vice Chancellor on the appropriate technical campus at least two weeks prior to the first day of classes for the term or semester of desired admission. Documents received after this time will be denied.

The date and time of receipt of the student's appeal form and supporting letter will be recorded on the documents by the Office of Academic Affairs on the Monticello campus or by the University official receiving the documents on the McGehee or Crossett campus. A copy of the Degree Pathways Appeal Form indicating date/time of receipt will be provided to the student upon request.

The Vice Chancellor for Academic Affairs on the Monticello campus or the Assistant Vice Chancellor on the McGehee or Crossett campus will schedule the Degree Pathways Appeals Committee meeting within three (3) working days after receipt of the appeal documents. If during those three days, the University experiences a closing or implements a modified calendar, the appeals committee will convene at the earliest day and time possible.

**UAM Degree Pathways Appeals Committee Composition**

**UAM at Monticello**

The Degree Pathways Appeals Committee for the Monticello campus is composed of the Assistant Vice Chancellor for Academic Affairs, the Dean for School of Arts and Humanities, the Dean for School of Mathematical and Natural Sciences and the dean of the academic program desired on the appeal form.

**UAM College of Technology at McGehee/UAM College of Technology at Crossett**

The UAM-COT at McGehee and the UAM-COT at Crossett Degree Pathways Appeals Committees shall be composed of five (5) full-time faculty members on each campus.

Should unusual circumstances prevent the required number of committee members from convening, the Vice Chancellor of the respective campus will appoint new committee members. New committee members will continue to represent a cross representation of the respective campus. The new committee members will serve as official committee members with all rights, duties, and authority.

Once a decision has been rendered, the Office of Academic Affairs or the Assistant Vice Chancellor on the appropriate technical campus will send official notice of the Degree Pathways Appeals Committee decision to the student via campus e-mail and the U.S. Postal Service within two (2) working days.

It will be the responsibility of the student to check his/her campus e-mail or to contact the office to which the appeal was submitted to learn the outcome of the appeal.

Dr. Doss talked about Professional Development Week.

Monday, August 13 – New faculty/staff training but, will back information on new faculty advising training for a later date.

Tuesday, August 14 – Introduce new faculty/staff, recognize faculty receiving promotion and tenure, University Address, guest speaker Dr. Jo Arney, Blackboard training

Wednesday, August 15 – Guest speaker Dr. Jillian Kinzie, Blackboard training

Thursday, August 16 – Unit meetings, Library Open House

Friday, August 17 – Unit Meetings and Lunch for all faculty and staff

Mr. Boice will provide information on accreditation at an upcoming Deans Council, so that deans can relay this to their faculty and staff.

Ms. Halley stated that the Academic Advisors would be available during PDW if needed.

Dr. Doss asked each unit to share information concerning their progress on strategic planning.

Ms. Hyatt will send list of new faculty/staff to Information Technology (IT) to be sure that everyone has access to WeevilNet.

The Council discussed student mixers in the fall 2018.

Important Dates:

Last date for application for admission for fall 2018 – August 8

Annual Report Due – August 10

Dean's Evaluation Due – August 10

The meeting adjourned at 5:45 p.m.