President Stewart called the meeting to order at 3:25. The minutes of the previous meeting were approved by the Assembly.

**Old/New Business:** President Stewart reminded past UAM Assembly Presidents that they are encouraged to attend the upcoming (February 10th) meeting of the Arkansas Consortium of University Faculty Senate Chairs at UALR that she will be attending and distributed a fact sheet re the Consortium.

**New Business:** None

**Assembly Committee Reports:**

*Academic Appeals:* Chair Sandra Watson reported that the committee had heard four appeals; two were approved, two were denied.

*Athletic Committee:* Did not meet. Chair Jay Hughes called attention to the new CHAMPS program and UAM’s fortune at having new coaches who emphasize academics.

*Curriculum and Standards:* Chair Robert Stark reported that the committee approved all eighteen proposals submitted that had been submitted since the last Assembly meeting: one from Academic Affairs, two from Arts & Humanities, six from CIS, three from Education, and six from the McGehee campus.

*Faculty Equity:* No report.

*Faculty Research Committee:* President Stewart delivered Chair Sim’s report. All applicants for university grants have been notified and funds have been dispersed.

*Library:* No report.

*Teacher Education:* Chair Peggy Doss discussed the Fall 2008 NCATE visit by reporting on the status of various Education programs as they address the various Education accreditation agencies guidelines and requirements, new course work proposals, meeting the needs of special students, some through the addition of CIV courses.

**Special Task Force Reports**

*Emergency Procedures:* Chair John Kidwell reported that after reviewing the 36-page version of emergency guidelines, he determined that a list of quick steps of things to do was needed, and is developing a *Quick Guide* for Assembly members.

*Faculty Evaluation Committee:* Chair Mark Spencer reported that the work of the committee has yielded two conclusions: 1) That members of faculty review committees need to be allowed to apply a % vote to each area of evaluation, and 2) that the university faculty need to convene to nail down the meanings of evaluation terms (Excellent, Good, et. al.) and submit questions, concerns re criteria to their unit heads/Academic Council by February 15, 2006. Chair Spencer fielded questions and clarified committee suggestions. Assembly members discussed ways to improve evaluation forms and issues of simplicity, clarity, fairness, reliability and validity. Dr. Stewart reminded the Assembly that everyone has the opportunity to submit ideas to the committee, stressing that this is a *progress report.*
Hazardous Waste: Chair Jim Hudgins reported that the committee has met twice and have identified 1) the waste streams generated by the three campuses, 2) the current degree of management, 3) the necessary improvements that will have to be implemented and 4) the majority of the costs of implementation -- expecting to know complete costs by January.

Information Technology: Chair Patterson noted that committee has not yet met but will in January.

Salary Study Committee: Committee Secretary Marsha Clayton (for Chair John Annulis) reported that the committee had met three times and has been actively collecting, sorting, and analyzing data in Phase I of its mandate, to gather information on the intra-university faculty salary structure. Phase II, repeating the same data analysis of peer institutions and comparing the results to the UAM data, will commence at the completion of this phase.

Strategic Planning Committee: Co-Chair Debbie Bryant, stressing that the Strategic Plan belongs to everyone on all three campuses, distributed an update sheet on the results from the November 9, 2005 first meeting and all-day Retreat of the Strategic Planning Steering Committee. Dr. Bryant reported that the two co-chairs of the Steering Committee (she and Dr. Mark Davis) have selected five members of the Steering Committee to serve on a subcommittee who will take the Retreat results and reframe them into goals for a comprehensive strategic plan for the University. This subcommittee has met once and forged an initial draft of overall goals that define several broad areas, planning to meet again to finalize these goals for presentation in January to the full Strategic Planning Steering Committee. Once these goals are approved by the full committee, the next step will be to develop objectives and then, action steps to achieve these objectives, that will lead ultimately to a complete draft of the comprehensive strategic plan for the University’s review, in May 2006.

Administrative Reports

Vice Chancellors

Advancement: No Report

College of Technology at Crossett: Linda Rush reported that general studies offerings doubled for the Spring, including eight CIV courses.

College of Technology at McGehee: Bob Ware reported on new course/program proposals as the result of a partnership with the timber industry.

Finance and Administration: No report.

Student Affairs: Chair Clay Brown reported that the committee is investigating bike paths and is placing new bike racks in three places on campus, both to encourage less car use between points on campus.

Provost and Vice Chancellor for Academic Affairs

Provost David Ray reported that

- we are continuing to develop the 8-semester plan for Fall 2006
- must be in place by Spring pre-registration to properly advise students
- we are “done” with “rolling registration”
- no more green cards except for special circumstances
- check Academic Affairs website for forms, instructions – especially
assessment links (as well as assessment website)
  • always open to comments (re website)
  • an error in the Faculty Handbook has been corrected – check it out

Chancellor

• announced the dates of important meetings on campus for the Spring semester:
  • Feb.3 Higher Education Coordinating Board Fine Arts Center
  • Feb 26 Community Design Center Meeting Spencer Gallery
  • Feb 27-28 Senate/House Committee Meetings Fine Arts Center
  • Energy
  • Revenue & Taxation
  • Transportation
  • Agriculture
  • April 5-6 Economic Development Commission Spencer Gallery
  • April 20 Supreme Court Meeting Fine Arts Center

Salary Study: clarification of the October 11, 2005 Assembly minutes

• The charge of this committee is to study the salary structure of all personnel
  (faculty & non classified staff) for the Monticello campus. (A separate committee is
  studying the salary structure for the two Colleges of Technology)
• Both committees have been asked to make recommendations concerning
  parity and equity within the campus structure.
• The intent is to take the recommendations into consideration during the FY
  2007 budget development process.
• Campus parity and equity will be addressed prior to comparisons with peer
  institutions
• The resolution of any problems may take more than one fiscal year to address
• Salary concerns will not be addressed until all data has been gathered
  by the committee and a recommendation is presented to the Executive Council.
• The Chancellor expressed appreciation to Assembly members for
  understanding the time requirements for this project and asked for the patience of all.

Logo Decision: Noting that the university needs to adopt a consistent logo or logos
  that will be copyrighted and licensed for its benefit the Chancellor distributed a handout
  of logos under consideration, requested input from Assembly members on these logos (or
  offer a logo design) to the Executive Council no later than next Wednesday.

Campus Construction: Updates

  Phase I proposal (outlined in the October 11, 2005 Assembly meeting)
recommended to the Board of Trustees was approved by the Board November 18,
2005.

• A copy of the approved proposal will be distributed by netlist today
• The November 22 bond sale yielded 8.4 million for the 12 projects discussed
  at the last Assembly meeting.
• A copy of the booklet describing these projects (including preliminary
  sketches) has been placed in the library.
• The university has requested applications for architects for three separate
  projects in Phase I.
- One architect will be charged with the projects in Wells, Sorrells, and the Science Center Renovation.
- A second architect will be charged with the projects concerning the Athletic, Band, and Intramural Indoor Practice Facility.
- The third architect will be applying for the proposed renovations at the two Colleges of Technology.
- A campus committee to be chaired by Dr. Davis will review applications and interview finalists before making a recommendation to the Board of Trustees.
- All other projects will be the responsibility of our on-call architects, Fennell & Purifoy, whose work-in-progress will be visible by early Spring.
- Willard Hall is nearing completion; we will also complete some interior revisions using our own staff during the early Spring with the expectation that the School of Education that the School of Education will move back in by no later than summer.
- This will make way for the Division of Nursing to relocate when we begin the work on Wells Hall.
- The MCB Auditorium is scheduled to be renovated December 19-January 11.
- The Chancellor asks for everyone’s patience and understanding since we will probably be involved in construction for the next few years, remembering that our overall goal is to provide a campus environment that is conducive to learning, working, recreation and living.

Announcements
Assembly members made several announcements concerning upcoming cultural events on campus.

The motion was made and seconded to adjourn at 4:40 PM.

Respectfully submitted,
Dorothy E. Everts
Assembly Secretary