ASSEMBLY MINUTES
OCTOBER 22, 2015

Donna Hunnicutt called the meeting to order at 3:30. On a motion and second by Rick Clubb and Robert Graber, respectively, the minutes for the August 12 meeting were approved. No old business on the table, the members consider two items of new business: the revision of the Faculty Self-Evaluation Form and the proposal for a Faculty Senate.

Jimmie Yeiser read the additional item for the Faculty Self-Evaluation Form; it states: “What are your opportunities and strategies to improve retention.” This statement would appear in the service category. Provost Yeiser noted that “retention is here to stay,” adding that we have the opportunity to improve retention with such measures as the First Four-Week and the First-Year Experience initiatives. Yeiser remarked that this item would be a part of merit-pay considerations. Jim Evans posed the question: How would it be “graded”? Yeiser answered that no outcomes would be linked to the retention item. After lavishing encomia on Provost Yeiser for his efforts with retention, Kyle Day noted that the proposal for revising the Faculty Self-Evaluation Form underscores our need for a Faculty Senate. Day, then, moved that the Assembly table this discussion until the Assembly acts on the Faculty Senate. After a second by Sam Snyder, the members discussed the motion. Roy Cabaniss inquired: “What’s wrong with a committee of the whole [i.e., the Assembly]?” Marsha Clayton noted that the function of the current Faculty Council is advisory ONLY. Rick Clubb added that a body exclusively for faculty already exists. Yeiser clarified that the amended self-evaluation form would not go into effect until January 1, 2016. Cabaniss added that a meeting of the Faculty Council could be called. The originally proposal to table the proposal was amended to read that the Faculty Council would meet to adjudicate the matter. The motion passed on a vote of 22 in favor and five against. Subsequently, a meeting of the Faculty Council was set for November 3, at 12:30.

The Faculty Senate, the second item of new business, came before the body. Hunnicutt noted that since we must have a debate on this issue that we should postpone any discussion of the issue at this point; she encouraged members to table this item until we can arrange a 12:40 meeting, likely on a Thursday. Carol Dolberry commented that key staff members serve on the Assembly; changes to these members would necessitate amending the faculty handbook. Several brought up questions about tenured and non-tenured membership on the Faculty Senate. Jim Evans moved that the Assembly table the discussion; Lori Selby offered the second. The motion carried with one person voting nay.

The new business concluded, the Assembly moved to committee reports. Kay Walter gave the Academic Appeals report as follows:

- May 7: four appeals considers: two concerned one-semester suspensions, one a “D” transfer request, and one concerned “an academic decision.” Action: two—approved; one—denied; one—no action.
- May 26: three appeals heard: two concerned one-semester suspensions, one “an uncategorized request.” Action: two—no action; one denied
- August 10: nineteen appeals considered: thirteen concerned one-semester suspensions, one a one-year’s suspension; and one “an uncategorized request.” Action: eight—approved; August 20: ten appeals heard: seven involved one-semester suspensions, five
concerned one-year suspensions, and one requested a “D” transfer. Action: seven—approved; two—denied; one: no action.

- August 20: ten appeals reviewed: seven concern one-semester suspension, one a one-year suspension, and one a “D” transfer request. Action: seven—approved; two—denied; one: no action.
- October 7: one appeal dealing with “an uncategorized request.” Action—approved.

**NOTE:** This was an emergency meeting.

Clayton highlighted the following actions by Curriculum & Standards:

**Academic Affairs/Registrar’s Office one proposal**

A proposal to **add** the UAM Operating Procedure 545.1 on Releasing and Restricting Student Education Records (FERPA information) to the Academic Regulations section of the catalog. The policy has been updated include information on the online information release form that is available in Weevilnet. Information on FERPA policies is available elsewhere (homepage, Student Handbook). It will now be included in the catalog as well.

**School of Business—nine proposals**

A proposal to **modify** GB 3043 Business Communications to GB 2XX3 Business Communications to reflect common practice. Business Communications is now taught at the 2000-level at most universities and colleges, and has a 2000-level course number in the Arkansas Course Transfer System.

A proposal to **modify** MKT 3403 Principles of Marketing by removing the prerequisites of ECON 2213 Principles of Microeconomics or AGEC 2273 Principles of Agricultural Economics.

A proposal to **modify** FIN 3473 Principles of Finance by adding ECON 2203 Principles of Macroeconomics as an option to the economics prerequisites for the course. Prerequisites will now be ACCT 2213 Principles of Financial Accounting and one of the following ECON 2203, ECON 2213, or AGEC 2273.

A proposal to **modify** the business minor to reflect changes in prerequisites and increase flexibility in choice of principles of economics courses. ECON 2213 Principles of Microeconomics was a requirement in the business minor. That requirement will now be one of the following: ECON 2203, ECON 2213 or AGEC 2273.

A proposal to **delete** the course ACCT 4653 C.P.A. Law Review from the catalog. This course has not been taught in 10 or more years.

Three proposals to modify the Intermediate Accounting course sequence from 9 hours (Intermediate I, II, and III) to 6 hours (Intermediate I and II) to reflect common practice:

**Modify** ACCT 3403 Intermediate Accounting I—Course description is modified to reflect the change in course content.

**Modify** ACCT 3413 Intermediate Accounting II—Course description is modified to reflect the change in course content. Prerequisite is modified from ACCT 2213
Principles of Financial Accounting to ACCT 3403 Intermediate I.

A proposal to delete ACCT 3523 Intermediate Accounting III from the catalog.

A proposal to modify the requirements for the Accounting major to reflect the changes above by

Removing the deleted course ACCT 4653 C.P.A. Law Review from the courses that can be used to fulfill the requirement of six hours of electives in accounting.

Removing the deleted course ACCT 3523 Intermediate Accounting III from the 24 hours of specified courses required for the major.

Making ACCT 4733 Advanced Accounting II one of the required courses in the accounting major. Advanced II had been one of the courses that could be used to fulfill the requirement of six hours of electives in accounting.

Correcting an error in which business core hours in the accounting major were listed as 45 hours instead of 48 hours.

School of Education—one proposal

A proposal to add an Online Bachelor of Science in Education Studies—Non-Licensure. A target audience for the online degree is public school paraprofessionals such as teacher aides who would find it difficult to take courses during working hours. The proposed degree will prepare students for post-baccalaureate admission to alternative routes for teacher licensure such as the Master of Arts in Teaching or other non-traditional routes available after degree completion.

School of Math and Sciences—four proposals

Proposals to add three new courses:

BIOL 4XX3 Immunology  The course will enhance the curriculum to prepare students who wish to pursue biomedical research or advanced degrees in graduate or professional school. The course will serve as an upper level elective for students majoring in four biology/science programs. Prerequisites are in biology and chemistry.

BIOL 3XX3 Plants of Our World  The course will provide an upper level biology course for Biology and Natural Science majors and minors, and will be a required course for Collateral studies/Anthropology minor. Prerequisites: BIOL 2143 BIOL 2171

CHEM 3xx3 Forensic Chemistry  Introduction to key forensic concepts, methodology and statistical methods, with emphasis on drug analysis and chemical analysis. Prerequisites are six hours of chemistry. The course will serve as an upper level chemistry elective for those majoring or minoring in chemistry, and may also serve the criminal justice students who desire a more in-depth course in this area.

A proposal to modify the requirements for the biology major to give students the choice of taking either BIOL 3484 General Ecology or BIOL 3574 Comparative Anatomy. Comparative Anatomy is more appropriate for those who are pre-medicine, pre-dentistry, pre-pharmacy, and pre-veterinary. General Ecology is more appropriate for students planning a career in field biology or teaching.
This report came to the Assembly as a motion; Cabaniss offered the second. The motion passed.

Scott Kuttenkuler presented the report from Student Affairs. He discussed the proposal to name Chi Alpha, a Christian Fellowship, as a recognized organization. Cabaniss and Kay Walter, respectively moved that we accept the proposal; the motion carried. He also discussed the proposal to recognize the Arkansas Society of Professional Surveyors as a campus organization. Graber moved to accept, and Cabaniss seconded; the motion carried.

Peggy Doss reported that the Teacher Education Committee met twice. On September 8, the committee reviewed the Praxis II results for P-4 Early Childhood and Middle Level content areas and discussed how they might impact instruction. It also reviewed electronically the proposed BS in Education Studies (Non-Licensure) degree. The committee met again on October 15 to discuss the NCATE re-accreditation team visit on October 18-20 and expectations for interview questions.

Terri Hopkins reported that the Committee on Committees had been delayed in its appointment to students for Assembly committees, which are generated by Student Affairs and the SGA President. She noted that upon completion, she will forward them to the netlist. [Note: Hopkins e-mailed the netlist an updated list; it also appears on home page under the Assembly document.]

Hunnicutt introduced Michael Moore, who updated the Assembly on eVersity. Moore thanked those at UAM who have been working with eVersity, noting that this campus is more engaged in the endeavor than others. He mentioned especially the support of Jay Jones, Jimmie Yeiser, the Registrar, and Student Services. Moore offered these facts and figures about eVersity:

- 224 Applicants as of October 21, the average age being 36 with the extremes being 17 and 67;
- 60% are female, 30% African-American;
- 145 students have been full admitted and have been sent admission’s letters;
- 224 have expressed interest, but have not applied.

After Moore noted that the system is working, he cited figures specific to UAM’s work with eVersity as follows: Eight courses are being developed in these areas: criminal justice, composition, criminal justice, IT, and philosophy. General Studies needs faculty; freshman composition is in its third design because of some personnel issues. Moore reported, further, that classes would start November 1 with an orientation course and enrollment probably 200. He added that 25 courses are being developed and 12 have been completed.

Moore answered a variety of questions about the program, noting first that UAM and eVersity have a Memorandum of Agreement (MOA) so that students will have dual enrollment at UAM and eVersity, receiving a degree from both. He stated that students would be encouraged to participate in Commencement ceremonies, but they would have no choice as to which institution would grant a degree. Retention at eVersity will not affect UAM’s numbers. UAM receives credit for the graduates. Moore responded also that current UAM students can enroll in eVersity. To deal with such matters as transfer credit and curricular matters, eVersity and UAM have an articulation agreement. Moore emphasized that eVersity is not easier than UAM. Finally, Moore addressed accreditation issues. To be fully accredited eVersity will first have to show progress.

Linda Rushing presented the report from the College of Technology at Crossett. She reported that the institution has received a donation of $7,500 from Georgia Pacific Crossett Operation Foundation for instructional enhancement.

A gleeful Bob Ware announced that the College of Technology at McGehee had hoped to raise $40,000 for student scholarships and the like as a way of celebrating the 40th anniversary of the institution.
Because of a generous donation, the institution has raised $55,000. This news was met with thunderous applause.

Jay Hughes reported several matters relating to Student Affairs. He first mentioned that the price point for the Bankston project went up so other projects were delayed. A study is underway to revisit a two-phase project for Horsfall. Student Affairs is also in the preliminary study to expand food service—perhaps by bringing a national brand to campus. Although Aramark would help with this project, it would be independent of the existing operations.

In the report from Finance and Administration, Debbie Gassaway announced that open enrollment for and changes to medical insurance should be completed by December 1. Also, the university must conduct a Dependent Eligibility Audit to verify the legality of claims. Gassaway noted also that Act 1103 came into effect on July 22; to facilitate fraud detection, it extends rights to budget managers pointing out problems.

Jimmie Yeiser gave the report as Provost and Vice-Chancellor for Academic Affairs. He reminded the Assembly that UAM’s enrollment had dropped by 5.1%, or 210 students, from last fall. Not a new problem for UAM, Yeiser noted that we will set up recruiting and retention efforts to stem the tide. Yeiser did note that concurrent enrollment has increased to 849 students, translated as an FTE of 236. He then highlighted the retention endeavors for this fall. These include implementing the first campus-wide retention plan, and e-mentoring program for first-time freshmen, faculty/advisor and student mixers, whose basic purpose was for students to meet advisors, the First-Four Weeks initiative, and the First-Year Experience plan. Yeiser noted that with the First-Four Weeks endeavor that 45 more students were attending classes than this time last year; also, Fundamentals of English has had a 100% retention rate, and Basic English has an 82% retention rate. Other on-going academic work includes the following: re-accreditations/ADHE reviews for biology, chemistry, natural sciences, education (NCATE), and nursing (ACEN); an ad hoc committee on merit pay.

Jay Jones thanked the students and Dr. Moore for attending the meeting, reporting that this had been one of the liveliest meetings he has seen since coming to UAM. Jones first mentioned the Community Events Center for which a committee is seeking funding through the previous public library sales tax funds. He clarified misinformation that UAM will partially fund the project; UAM is providing land for the construction, provided the ballot issue passes. Jones noted that the ballot contains two separate issues: hospital expansion and the events center. The election will be on December 8 with city residents voting once and county residents twice. Jones also reported that UAM is beginning its transition for the new chancellor. A job advertisement has gone out for an Assistant to the Chancellor/Chief of Staff.

There being no announcements, the Assembly adjourned at 5:05 on a motion and second by Cabaniss and Graber. No one objected—under threat of reprisals.

Respectfully submitted,

E. Kate Stewart, Ph.D.
Professor of English