

**Academic Council Meeting**  
**November 18, 2009**  
**2:00 p.m.**  
**Library Conference Room A**

Present: Mr. David Ray; Dr. Debbie Bryant, Mr. Mark Spencer; Dr. Louis James; Dr. Peggy Doss; Dr. Richard Kluender; Ms. Helen Guenter; Dr. Carol Strong; Dr. Paul Francis; Mr. Brian Hairston; Dr. Morris Bramlett; Ms Pamela Gouner; Ms. Misty Paschall; Reporter: Ms. Rita Hyatt.

The October 28, 2009 minutes were approved as written.

Mr. Ray stated the Board of Trustees has approved a request for unit name changes. The new names will be School of Agriculture, the School of Computer Information Systems, and the School of Nursing. The title of each unit head will be “dean”.

The Council discussed retention ideas.

Mr. Ray updated the Council concerning Act 971 the exit exam for remedial courses.

Mr. Ray stated that Academic Affairs submitted eight viability standard appeals to ADHE on November 16.

1. Music
2. Art
3. Political Science
4. Speech Communication
5. Chemistry
6. Middle Level Education
7. Welding Technology
8. Automotive Service Technology

Mr. Ray discussed university emails concerning the use of netlist.

Mr. Ray reminded the Council that pre-registration ends November 20.

Mr. Ray provided the Council with a copy of the FINAL EXAM schedule noting that all faculty are expected to meet classes during assigned exam times. Mr. Ray provided a copy of the Request to Take Final Exam Early Form. Grades are due on December 21 at 10:00 a.m. Mr. Ray asked Unit Heads to have faculty submit all grades by this time.

The Council discussed the C & S proposal from Arts and Humanities to modify ENGL 3253 Technical Writing. The Council agreed to waive the 10-day review and approved the proposal.

Mr. Mark Spencer, Academic Council representative, gave the Council a report on the Curriculum and Standards committee.

Mr. Ray reminded the Council of the following deadlines:  
Annual Faculty Evaluation and Post Tenure Review  
Promotion and Tenure

The Council discussed upcoming events.

The Council adjourned at 3:54 p.m.