

Assembly Minutes
Oct. 28, 2009
Memorial Classroom Building Auditorium, 3:30 p.m.

Call to Order

Dr. Marsha Clayton called the meeting to order at 3:34 p.m.

Dr. Roy Cabaniss motioned to approve the minutes of the last meeting. Library director Sandra Campbell seconded the motion; the motion was unanimously approved.

Old Business

Last year a discussion in the Assembly suggested the possibility of a ‘study day’ between the last day of classes and the first day of finals in the spring schedule. In the fall, the last day of classes falls on a Friday and finals begin Monday.

In the spring, the last day of classes falls on Tuesday and finals begin Wednesday. For years we’ve talked about the possibility of a ‘dead day’ in there, i.e. a day with no finals. But a lot of obstacles exist in moving anything in the schedule.

As a compromise, one of the student members of the Assembly suggested there be no finals during the 8 a.m. period on the first day of finals (Wednesday) to give a kind of ‘mini-break’ for students between the end of classes Tuesday and the start of finals Wednesday.

The spring 2010 finals schedule will include this change. On Wednesday, the first day of finals, the finals schedule will be:

First period 10:30 to 12:30 (instead of 8:00-10:00 period)

Second Period 1:00 to 3:00 (instead of 10:30 – 12:30)

Third Period 3:15 to 5:15 (instead of 1:30-3:30)

For Thursday, Friday, Monday, and Tuesday of Spring Finals, there will be the usual 8-10, 10:30-12:30, and 1:30-3:30 periods. The change affects only the first day of the finals schedule.

New Business

Academic Appeals

Committee chair Sandra Watson provided the report. The basis for her report can be found in the appendix at the end of this document.

Ms. Watson suggested the Assembly take a look at a comparison of Academic Appeals’ decisions, which also be found in the appendix at the end of this document.

Dr. Gary Marshall moved to approve the report and Dr. Cabaniss seconded the motion. The Academic Appeals committee report unanimously passed.

Academic Appeals – Colleges of Technology

No Report.

Dr. Clayton noted a number of new committees had been formed for the COTs in the new Constitution. The positions have mainly been appointed and there are still a few gaps. Dr. Clayton said the committees must draft operating procedures. Since most new committees are based on existing committees, she suggested using those on the Assembly Web page (<http://www.uamont.edu/Assembly/PDF/assemblyoperatingprocedures.pdf>) as a guide. If more information is needed, Dr. Clayton said to contact her (e-mail: clayton@uamont.edu).

Athletic Committee

No Report.

Curriculum and Standards

Dr. Kate Stewart, committee secretary, provided the report. The basis for her report can be found in the appendix at the end of this document.

Dr. Stewart said the proposal to allow CIS credit of AP performance would be in line with what happens in English and other courses with those scores. She noted Academic Affairs did not usurp CIS' authority to do this; Dr. Jim Roiger started the process prior to his retirement.

When discussing the proposal to clarify transfer students' residency requirements, Dr. Stewart said only the School of Forest Resources currently offers an Associate of Science degree, but the Academic Council felt it would be prudent to offer both in case of future expansion.

Dr. Cabaniss moved to approve the report and Dr. John "Kyle" Day seconded the motion. The C&S committee report unanimously passed.

Technical Program Curriculum and Standards

Committee chair Sherry Harris provided the report. The basis for her report can be found in the appendix at the end of this document.

Ms. Harris said a few more proposals have come before the committee. Those will be examined after registration.

Dr. Cabaniss moved to approve the report and Dr. Kay Walter seconded the motion. The Technical Program C&S committee report unanimously passed.

Teacher Education

Dr. Sue Martin gave the report. A transcription of her report can be found in the appendix at the end of this document.

Dr. Martin told the Assembly that the UAB announced the School of Education was accredited on Oct. 26.

Dr. Martin said the committee met with the Graduate Council Oct. 27 and the council approved revisions to Master of Arts in Teaching, Master of Education/Master of Education in Educational Leadership, and Online Graduate program development.

Faculty Research

No Report.

Library Committee

No Report.

Student Affairs – COTC

No Report.

Student Affairs – COTM

No Report.

Committee on Committees

Dr. Abedi, committee chair, gave the report.

Under the revised bylaws, we have several Assembly Committees in the Crossett and McGehee Colleges of Technology. These include a Technical Curriculum and Standards Committee with two representatives from each College of Technology, one representative from UAM and the Associate Vice Chancellor for Technical Education.

The Technical Curriculum and Standards Committee will have two representatives from each College of Technology, one from UAM and the associate vice chancellor for Technical Education. In addition, each College of Technology will have:

1. The Faculty Equity and Grievance Committee with five faculty members.
2. The Student Affairs Committee with three faculty, and one administrator, and three students.
3. The Academic Appeals Committee. This committee is already in place in both Colleges of Technology. Next year the Committee on Committees will appoint the members.

Dr. Clayton accepted the report, then noted the vacancies at this point including:

- Two from the non-education schools on Teacher Ed, one vacancy and one from a person who has left.
- One on the Technical Program C&S committee. Dr. Clayton noted the committee would try to minimize driving time, meet mostly on the Monticello campus or by conference call. (NOTE: *Guy Nelson, an instructor in the school of Mathematical and Natural Sciences, agreed to serve Oct. 29 as reported through a netlist e-mail from Dr. Farrokh Abedi*).

Administrative Reports

Advancement/Development ; Student Affairs

Dr. Clay Brown combined the reports rather than get up multiple times.

Student Affairs

An official enrollment of 3,479 students was reported to the Arkansas Department of Higher Education. Brown commended everyone and the Office of Admissions as each year enrollment continues to grow.

The Centennial Concert featuring Collin Raye attracted 1,229 people, though only 750 were expected.

Parent/Family Appreciation Day occurred Sept. 19. Normally it attracts between 800-900 people. Even with the problem with the stadium lights that caused the game to be moved, 389 parents registered.

During Homecoming, the university recognized the 1979 Arkansas Intercollegiate Conference championship football team, the 1959 District 17 basketball team, the Theta Psi student organization that had a reunion, and the Golden Weevils Class of '59.

Friday night during Homecoming the university held its annual Alumni Awards dinner, which recognized three achievement and merit awards recipients:

- Ken Mann from Jersey, Ark.
- Wayne Owen from Monticello, Ark.
- James McClain of Dallas, Texas

The university also recognized Patsy Scavo of Hot Springs, Ark., for "Continuing the Connection," presented to the alumnus who best keeps alive the connections between Arkansas A&M and UAM.

The Weevils will play No. 1 North Alabama on Halloween. The Student Activities Board is putting together a carnival-type atmosphere with games at different tailgate areas, plus candy and costume contests for children and adults. Dr. Brown provided fliers for the "Spooktacular Tailgating." A professional company will bring in inflatable games.

UAM plays Southern Arkansas University Nov. 7 in El Dorado for the "Boomtown Classic." The city of El Dorado is sponsoring the tailgating and concerts afterward. Those wanting tickets to the game should see Dr. Brown. The game will also be played in El Dorado in 2010.

Advancement

Scott Kuttenkuler has been named the new director and will serve in a dual role teaching speech and debate and learning the advancement duties through December. In January, Kuttenkuler is expected to be full-time in his role at the office of Development.

Alumni director Carrie Ashcraft resigned after Homecoming.

The university received three newly endowed scholarships and one promised since April. Also conducted two phone-a-thons:

- In June, student groups contacted alumni and friends who had not given anything to the university in five years and had a net gain of \$16,589.
- In September, concentrated on “friend-raising,” where student groups contacted alumni and friends who had not given anything to the university in five years and raised \$745 but more importantly contacted 1,772 alumni and friends, who said they would be interested in giving after the first of the year.

College of Technology- Crossett

COTC Vice Chancellor Linda Rushing gave the report.

Attendance is up in Crossett as evidenced by head count and semester credit hour enrollment. The campus is giving mid-semester grades to help with retention.

The COT Advisory Board is comprised of seven members from Crossett, McGehee, Lake Village, Warren and Monticello. In addition to that, also have seven Occupation Program Advisory Committees. In the last month, those committees were reorganized and updated membership of leaders from business, industry, the community and education. They assist by looking at programs to ensure the correct curriculum is taught and being delivered in a way to best help the students.

The committees include 70 people from a variety of backgrounds who live 60-80 miles from the school. Not only do they assist in training, but also in placing graduates.

The Crossett campus now has several registered logos, including one designed by a student. The logos will be used in recruiting and promoting the campus.

The Crossett and McGehee campus now have parking decals. Vice Chancellor Rushing said she hopes that will help to build parking lots in the future.

College of Technology – McGehee

COTM Vice Chancellor Bob Ware gave the report.

Enrollment up 33 percent from fall '08.

Looking at retention, using Carl Perkins funds to hire a retention specialist who will conduct a pilot program on the McGehee campus called the “Early Alert Project” to catch students before they drop by finding problems the students encounter. She bought 10 pizzas and invited students to come, then recorded their names and their problems in class. Future plans include:

- Yoga for stress management as finals near
- Money management, which should help with the Pell Grant disbursement so students stretch their funding.
- Note-taking skills
- Interview skills

She followed a model program in Ozarks, and plans to document the positives and negatives of the project.

Two individuals retiring from COTM: one in the business department and Paul Smith in the hospitality program.

Several years ago, COTM received a \$1.6 million grant from the Department of Labor; it ended Sept. 30, 2009. The logging and timber business is experiencing a downturn. That money established a heavy timber curriculum, sent 80 (of an expected 90) students through the program and bought \$500,000 worth of equipment that can continue to be used. The program will continue based on student enrollment. The funding in that program is in category B, which means COTM will have to look at it and hope it can continue.

The annual Advisory Committee dinner will be held at COTM Nov. 16 at 6:30 p.m.

Academic Affairs

Provost David Ray submitted the following comments via e-mail. They provided the basis for his remarks.

Dr. Carol Strong was appointed Interim Dean of the School of Social and Behavioral Science effective Oct. 21. Dr. Trey Berry resigned; his last day was Oct. 20.

The Arkansas Higher Education Coordinating Board will be meeting in Ft. Smith Oct. 29-30. Two programs being considered this week are:

Correctional Law Enforcement
Health Sciences

Viability Standards have been put in place by ADHE. UAM has a few programs that have not met the standards and we have already made adjustments. For several programs we asked that they might be considered as cognate programs and they were approved. UAM will receive the final list of approved programs on November 2. UAM will have until November 16 to appeal the ADHE decision.

Each year we have various programs undergo ADHE program review. For 2009-10 we will have to evaluate Criminal Justice, Education, Nursing, and CTC. Accredited programs will use their accreditation process in lieu of the ADHE process. Education has received notice they have received accreditation from NCATE. Nursing and CTC will undergo accreditation evaluation in the spring of 2010. We currently are operating on a 10-year schedule for the reviews.

Pre-registration for the spring 2010 term is scheduled for Monday, November 9 thru Friday, November 20. Faculty are reminded to work closely with advisees during this period.

Dr. Ranelle Eubanks has just returned from the national meeting of NACEP at Memphis, Tenn. UAM is one of only 46 higher education institutions in the nation accredited to deliver concurrent enrollment to high school students.

UAM has been awarded special recognition by American College Testing. This is ACTs 50th year anniversary and UAM has used ACT programs since it was founded on August 21, 1959. A plaque was received as a token of ACTs appreciation.

Chancellor

Chancellor Jack Lassiter gave the report.

Dr. Lassiter said Vice Chancellor Jay Jones is in Little Rock learning how to spend stimulus money and to expect to see things starting in the next 60-90 days.

Dr. Lassiter said they met by conference call with the Board of Trustees, which approved the hiring of an engineer that will start energy efficient projects on campus. Although some of the projects will not be visible, they will benefit the campus. Already replaced the heating and cooling system in the MCB and started in the University Center.

There will be different lighting in the classrooms and offices on all three campuses that will be automated so that lights come on upon entrance and go off 15 minutes after the last person exits. The control of heating and cooling will allow thermostats to be adjusted late at night and is expected to save the university an estimated \$300,000 annually.

“That will almost accommodate a 2 percent salary increase, and \$300,000 a year is something that re-occurs year after year. We could use that money on salary increases,” Dr. Lassiter said prior to suggesting that it shouldn’t be spent yet.

The chancellor called Homecoming the best he’s ever seen in the 25 years he’s served this institution. He noted the “phenomenal turnout” and said he went to 14 different events.

Dr. Lassiter thanked Dr. Stewart for representing UAM at the Lyons College investiture, and suggested other faculty that would like to attend their alma mater’s investiture should let him know. The chancellor said the university would try to finance an official trip if feasible.

The chancellor explained upcoming campus changes listed in the Executive Council minutes.

- Students living in the residence halls must keep a 1.0 GPA or higher to be allowed to return to campus housing the following semester. Dr. Lassiter said some students are on campus for two semesters, which is the length of time they can receive financial aid. He suggested some might not be serious about attending school.
“We feel like this may accommodate the needs of a greater number of students by ensuring that students in the residence halls are serious about being here and serious about going to class and studying,” he said.
- Although not yet approved, looking at a change in the satisfactory progress policy for financial aid. The policy is not intended to punish anyone; but for the student not serious about being in school, the university does not have to extend federal aid in the subsequent semester. That will be discussed in the near future.

Student intervention concepts: Dr. Lassiter encountered an unhappy student who suggested she might drop out of school. He called Laura Hughes, director of Counseling and Career Services, who spoke with the student and helped her rework her schedule and drop a few classes so that she would finish the semester. The chancellor reminded faculty that the university has counselors on campus and that they can always contact Dr. Brown.

Beginning Nov. 4, faculty can also contact the new Dean of Students, Jay Hughes, who will be over the residence halls and discipline program in addition to other duties.

The Board of Visitors will meet in Crossett in January and in McGehee in April. Three new members will replace the departing Rhonda Mulligan, Marilyn Johnson and Frank Wilson, who have retired from the board after serving their term. Their replacements are:

- Cleveland County – Scotty Holderfield, former Superintendent of Rison Public Schools who now works at the Educational Co-Op
- Bradley County – Roger George, insurance company owner of Warren
- Lincoln County – Pat Wells, self-employed of Star City

Revenues are down in the state. Arkansas budgets and allocates funding based on projected revenue. Gov. Mike Beebe said last week that he will be taking approximately \$100 million out of the budget. Two sessions ago, public education got an amendment that secures their funding, which amounts to about 53 percent of state funds. Higher education is in the other 47 percent that is not guaranteed.

UAM will lose approximately \$325,000. But due to conservative budgeting that only budgeted 97 percent of “A money,” the university placed 3 percent of “A money” into special contingency in addition to the normal 3 percent placed into contingency.

“A money” is secured funding. “B money” is based on growth in revenue. UAM did not have “B money” this year; it was stuck in contingency as well. Some had asked why there was such a large contingency. Dr. Lassiter said they were being cautious by sticking more into contingency.

“The good news is, with ‘B’ having been cut and 98 percent of ‘A’ is all that will be funded right now, we don’t have to do anything different about the budget,” the chancellor said.

Unfortunately, there are several other things that contingency might have been used for, e.g. stipends or one-time equipment replacement costs like computers.

“Let’s look at the bright side: you’ve got a wonderful place to work. It’s usually heated and air-conditioned. You don’t always have a parking place, but you do have wonderful people to work with. We’ve got great students to work with. There are many, many rewards that we receive by working with students,” Chancellor Lassiter said.

Dr. Wayne Poniewaz questioned how much the *New York Times* newspapers cost the campus.

Dr. Lassiter noted it was \$15,000 annually. He added that the problem is the reduction in “A money” is not a one-time loss, but will cost \$300,000 annually (or about the same amount as will be saved through the energy efficiency programs).

The chancellor is asking the Executive Council to consider ways to begin cost savings. Otherwise without state revenues, the only “new money” for the university may have to come through raising tuition and fees. Although UAM prides itself on being the lowest-cost institution in the state, Dr. Lassiter said it may be time to consider more than a normal increase in tuition and fees. He noted that if UAM charged as much as SAU or HSU (approximately \$40/credit hour more than UAM), it would generate \$2.8 million for the university.

“We’re not going to charge that same rate. We would never have that kind of increase,” Chancellor Lassiter said.

The chancellor noted other higher education institutions did not budget as conservatively and are now facing hard decisions including no faculty travel, cutting back activities and possibly cutting back positions.

Dr. Lassiter noted the faculty did not receive a raise this year and the university still owes 25 percent of the salary study to about 65 people on campus.

He said there are no sacred cows and they are open to suggestions.

The chancellor also noted a statewide attack on remedial education as some don't believe it should be conducted on a university campus. He said 65 percent of UAM's enrollment traditionally will be involved in at least one remedial class since the university attracts a large number of students that need remediation. Dr. Lassiter noted every institution in Arkansas has remedial students; Fayetteville has the lowest number of remedial students at 11.3 percent.

The chancellor said Dean Hairston and Dean Mark Spencer are helping to put together into a white paper on remedial education.

Dr. Richard Kluender said it's important for faculty and unit heads to understand how fortunate UAM is as other programs around the South have had two cuts of 20 percent across the board.

"The foresight of the administrators of the University of Arkansas system and here on this campus ... have saved us from that agony. We are indebted to you, sir, for what you have done," Kluender said.

Dr. Lassiter thanked Dr. Kluender for his remarks and said UAM will be fine. The chancellor then noted that UAM will soon hire architects to for the Forest Resources addition. The \$6.1 million addition will be paid with \$4 million from the state legislature and other money from gifts. That money is restricted for this project, just like the \$2.5 million in federal stimulus funds are restricted for energy efficiency.

Announcements

Typically committee reports are submitted in hard copy to the Assembly secretary, Dr. Ron Sitton. When possible, please submit electronic copies via e-mail at sitton@uamont.edu.

Dr. Clayton noted an Ad-Hoc committee has been established for Faculty Excellence Awards. UAM once had gold and silver levels with monetary awards during faculty development week; now there's no money, but there will be recognition. There's been discussion of giving awards for Teacher of the Year, Service of the Year and Researcher of the Year. Look for an e-mail from Dr. Clayton for more information.

Adjournment

Dr. Cabaniss made the motion for adjournment, which was seconded by acclamation. The motion carried and the meeting adjourned at 4:44 p.m.

Appendix

The following documents represent the information sent to the secretary via e-mail. When the report significantly differs from the attachment, it will be noted in the minutes.

Academic Appeals

Sandra Watson, chair, submitted this report and the comparative chart of appeals made by Lydia Lowery via e-mail.

The Academic Appeals Committee met August 24, 2009, with all members present. Also in attendance was Dr. Debbie Bryant.

Of the twenty (20) appeals heard, four (4) were approved and sixteen (16) were denied. During the week, the Committee acted on three (3) other appeals of which one (1) was approved and two (2) denied. All of those approved were limited to six, nine, or twelve hours in hopes of assuring success.

Statistics for Academic Appeals - comparative chart

	2006	2007	2008	2009	2006	2007	2008	2009
Reason for Appeal	Fall	Fall	Fall	Fall	Spring	Spring	Spring	Spring
1 Semester Suspension								
Accepted	8	4	7	3	1	5	4	2
Denied	12	1	12	10	1	13	11	0
Denied/Allow to take 9 hrs	0	0	1	0	0	0	2	5
No Action	1	3	0	0	1	0	0	2
1 Year Suspension								
Accepted	4	3	1	2	2	3	1	4
Denied	3	5	5	5	2	3	6	7
Denied/Allow to take up to 9 hrs	1	0		0	0	0	1	0
No Action	0	0	0	0	0	0	0	0
Grade								
Accepted	1	0	0	0	0	0	0	0
Denied	0	0	1	0	1	0	0	2
No Action	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
Other								
Accepted	2	4	0	0	0	0	2	0
Denied	2	0	0	0	0	1	1	0
No Action	0	0	0	0	0	0	0	0
							0	0
Total Accepted	15	11	8	7	3	8	7	6
Total Denied	17	6	17	15	4	17	18	9
Denied/Allow to take up to 9 hrs	1	0	1	0	0	0	3	5
Total No Action	1	3	1	0	1	0	0	2
Total Appeals	34	20	27	22	8	25	28	22

Curriculum and Standards

Dr. Jean Hendrix e-mailed the report to netlist for Dr. Hal Lichty, C&S chair.

The Curriculum and Standards Committee has met three times since the last Assembly meeting on August 19, 2009. During this period the following proposals were reviewed and approved:

I. Academic Affairs

1. Proposal to allow CIS credit for performance on Advanced Placement exams in computing.
2. Proposal to clarify the wording in the residency requirements statement for transfer students seeking the Associate of Arts or the Associate of Science degrees.

II. School of Arts and Humanities

1. ADD a film concentration for the English major to better serve the interest and goals of some students and to reflect film as a major literary genre of our time.
2. ADD ENGL 3xx3: History and Development of Film - Specifically designed for the new film concentration
3. MODIFY description of ENGL 4743: Film and Literature - More accurate reflection of course content and to not have duplication with ENGL 3xx3.
4. MODIFY description of ENGL 3573: Literature for Adolescents - To broaden the base of students eligible to take this course. Currently some students would be excluded from taking the course.
5. MODIFY title of ENGL 3453 to The International Short Story - To better reflect course content

III. Division of Nursing

1. Proposal to modify the wording in the catalog concerning the minimum score that nursing students are required to obtain on the HESI exit exam before they can sit for the national exam (NCLEX-RN).

IV. School of Education

1. ADD EDUC 3xx3: Classroom Management (to replace ECED 3313) - This course can now be used for P-4 and Mid-Level Education majors
2. DELETE ECED 3313
3. ADD EDUC 3xx3: Assessment Techniques for Young Children (to replace ECED 3323) - this course can now be used for P-4 and Mid-Level majors
4. DELETE ECED 3323

5. Proposal to modify the Bachelor of Arts degree program for P-4 Early Childhood majors (as per changes noted above in #1 - #4, and to replace ECED 4603 and ECED 463V with EDUC 460V and EDUC 463V respectively)

At this time, several additional proposals from the School of Mathematical and Natural Sciences, and the School of Education are in the process of being reviewed by the Committee. All academic units are encouraged to submit any further proposals soon in keeping with the timetable set in the UAM Assembly Operations Procedures.

Technical Program Curriculum and Standards

Committee chair Sherry Harris provided the report.

The Technical Curriculum and Standards Committee met twice since the last Assembly meeting on August 19, 2009. Members of the committee are:

- Sherry Harris, chair
- Rhonda Williams, recording secretary
- Lora Medina, McGehee
- Thomas Swan, Crossett
- Misty Paschall, Associate Vice Chancellor of Technical Programs
- UAM Monticello campus representative yet to be named

During this period the following proposals were reviewed and approved:

- I. Proposal to add a new Health Sciences Technical Certificate for Crossett and McGehee campuses. This program adds additional exit points for students in Technical Allied Health programs and allows pre-requisites for Technical Allied Health programs to be covered by federal financial aid programs.
- II. Proposal to add HEA 1XX3 Orientation to Clinical Experiences—elective course for Health Sciences Technical Certificate
- III. Proposal to add HEA 1XX5 Elements of Community Health —elective course for Health Sciences Technical Certificate
- IV. Proposal to add PHL 1XX4 Basic Phlebotomy—elective course for Health Sciences Technical Certificate
- V. Proposal to add PHL 2XX4 Phlebotomy Practicum—elective course for Health Sciences Technical Certificate

All technical programs are encouraged to submit any further proposals as soon as possible in keeping with the timetable set in the UAM Assembly Operations Procedures.

Respectfully submitted,

Sherry M. Harris, *MEd, BSE, HDA, CSS*

UAM College of Technology, Crossett

Teacher Education

Dr. Sue Martin provided a hard-copy of the following notes. Any mistakes most likely originated in the transcription process.

The Teacher Education committee met September 3, 2009 from 12:30-1:45 p.m. Fifteen people were in attendance, including Dr. Doss, Dr. Dolberry, Dr. Brown, Dr. King, Dr. Massey, Dr. Longing, Dr. Terrell, Dr. Zimmerly, Dr. Snow, Dr. Martin, Mrs. Level, Mrs. Givhan, Mrs. Jones, Mrs. Frazier, and Mrs. K. Johnson, reporter.

Dr. Doss called the meeting to order at 12:35 p.m. The meeting followed the agenda and is reported as follows

- NCATE and SPA Update
 - At that point in time, the committee was waiting for the Unit Accreditation Board report from the NCATE visit. The Board of Examiners team reported only one area for improvement – the return of Graduate Surveys. The UAB has the authority to overturn or add to the recommendations that were given by the BOE team.
 - SPA reports have been submitted and all of our programs have received national recognition, with the exception of the CEC, i.e. the Special Ed department. This program needed some revisions and more data reported. The revised report was submitted last week. This program was provisionally approved and we expect it to gain full approval once the program revisions and data reports are reviewed. We should know something by February.
- Education Renewal Zone Report
 - ERZ was pleased to announce the results from the work they had performed with 35 eleventh grade students to try to increase their performance on their 11th grade English exams. Half of them reported proficient and the others reported very close.
 - A Fundamentals of English Teacher's Guide has been put in place for the instructors in the Arts and Humanities department. It contains syllabi information, course information and instructor information. This has never been done for them and the need for this to be done for other English courses such as Comp I and Comp II was brought out.
 - Dr. Bramlett performed a Science workshop and four area teachers attended – two from Star City, one from Rison and one from Monticello. They were able to get eight labs from the workshop to take back to the school with them to utilize in their labs. Dr. Bramlett will be visiting these teachers, providing them with feedback as necessary. It was brought out that there are many teachers in the field who are teaching in areas in which they do not have a degree in, but they have tested out for that area, but it may still be difficult for them to teach the lab. So workshops such as these can be useful to them.
 - Mr. Mark Spencer held a four-day Creative Writing workshop in which participants were involved in writing and giving feedback to one another or critiquing each other's writing.
 - This year ERZ is focusing on college and career readiness. They are working with the public schools on this. Their motto for this year is "UAM and ERZ supporting teachers."

- Drew Central invited ERZ to promote others to sit on the ACCEPT District Planning Committee; we can see or add input as to how the schools are putting their plans together for their school curriculum, etc.
- Professors' Partnering with Schools is still in effect. Faculty have the same school assignments as last year. Any school visits need to be reported to ERZ for documentation.
- Assessment and Curriculum Committee Report
 - The committee has already met two times this semester. The first meeting was called and policies were looked at for making the M.Ed. program a completely online degree program. The second meeting dealt with discussion of changes to the Middle Level program and changes to the Scholarly Disposition Rubric. This rubric will now be a shorter form which can be submitted electronically and it will be removed from some of the education courses. Dr. Martin also reminded the program coordinators that they will need to meet to review data and report any changes to their programs.
- Middle Childhood Program Revisions (pending approvals)
 - The Middle Level program has a proposal to revise the program in order to be aligned with state benchmarks and standards; still a generalist program and candidates will be licensed in all four areas (math, science, language arts and social studies); proposed emphasis areas were show on handouts given.
- Graduate Program Revision (pending approvals)
 - Master of Arts in Teaching (MAT) has been approved to allow fall and spring admission for interested and qualified candidates. Candidates will still be required to attend the two-week session during the summer and they must have met all the requirements to be accepted into the program. Candidates will also be required to attend a mini seminar in Instructional Strategies. Candidates have also been warned that going this route may be a little more difficult than coming in the normal way with the summer cohort. We have received many inquiries for admission to the program this way, particularly from the Springdale area.
 - Master of Education/Master of Education in Educational Leadership – we are trying to better align our coursework for these programs. We are trying to alter the M.Ed. program to focus on the teacher leader – something we have done in the past. Some of the courses from these programs will be combined to improve enrollment numbers and it will be better because the course content is applicable to both programs which focus on teachers being efficient leaders. There will be changes to the internship for Educational Leadership (will be discussed later in the minutes).
 - Online graduate program development – we are in the process of putting the policies together to allow our master's program to become a total online program. Some of our courses will be hybrid. The School of Education has taken the initiative of creating the policies to ensure we meet all requirements to provide a total distance learning (online) institution. Dr. Hunnicutt has been working with Mr. Hoyle trying to ensure that we are following all the guidelines. The creation of the online degree program will apply to the other units on campus for their graduate programs if approved, so we will be working closely to make sure we have everything in place.
 - Dr. Doss went through the proposals for the graduate program – more particularly, courses within the Educational Leadership program. She allowed us to take a look at the proposals and allowed discussion on them. There were a total of 13 proposals that we will be sending to Graduate Council.

- Instructional Facilitator Endorsement – This is the new term for Curriculum Coach; it will be a program of study which consists of at least 15-21 hours; approved universities must have either an Ed. Leadership program or a curriculum administrators program. We are developing this endorsement because we do not have the curriculum program administrators program; will also have an articulation agreement with other universities that offer the Masters degree and participants can transfer their hours over to those programs. We are working with Henderson State University, the University of Arkansas at Little Rock and Arkansas Tech University. A draft of the proposal has been sent to these universities to take a look at this and some feedback already received has been positive; we anticipate all program approval by January 2010.
- Clinical Internships and 2+2 Partnership Report – currently there are 28 Intern I and nine Intern IIs; there are seven total for Middle Level, two Physical Education, four Music Education, and 24 Early Childhood candidates. The 2+2 Program still remains and has good numbers from all three campuses; the middle-level program was extended to SouthArk and the 5-6th Endorsement has been promoted well at Phillips Community College.
- Master of Education in Educational Leadership Internship – currently we have required a 180-hour internship, but the committee took a look at this and decided to divide the internship into two sections – Internship I and Internship II. This will relieve candidates from having to perform many of the field tasks which can be overwhelming to pursue all in one semester. A course was removed in order to allow for both internships to be placed in its own semester. This change will allow candidates to perform the field hours in a less stressful environment, which will allow candidates to provide quality work.
- Master of Education in Educational Leadership report – there were nine candidates enrolled in the internship in spring 2009. Eight of the nine candidates performed the oral portfolio defense after 28 capstone activities are performed; they met the requirements and were recommended for the Arkansas Building Level Administrator's Initial License. One intern was allowed an opportunity to complete work during the summer and fall 2009 semester, due to new job expectations. Currently, there are 19 active enrolled candidates in the program; the program requires 220 hours for completion. Results from the SLLA show a 100 percent passing rate; beginning January 2010, the test will have a new design and the passing score will increase from 158 to 163.
- Ad-hoc Teacher Education Meeting – an Ad-Hoc meeting was called to hear petitions from two students seeking admission to internship. The first candidate filed a petition citing reasons for not passing the Praxis required before seeking internship. The reason cited was that the candidate is now enrolled in a methods course which would have prepared him better for the portion of the Praxis that was not passed. The candidate was advised to take the exam during the November test period. After hearing the petition, the candidate was allowed admission to Clinical Internship II. The second petition heard involved a candidate seeking admission. This candidate had not taken any of the Praxis exams. An alternative was given to this candidate. This candidate was provided information regarding any missing items which would be needed to be admitted to internship. The candidate signed an agreement stating he/she understood what was needed to be done in order to gain admission and the agreement was not followed through, so an alternative route was suggested to this candidate.

- Disposition Rubric – the current rubric was revised to place the disposition and diversity rubric in one, eliminate having to complete two different forms in the courses. Instructors will now have the option to e-mail the form to candidates, as they will need them for their portfolio. Dr. Terrell added a recommendation to make some minor changes on the form, eliminating the word candidate from being placed under each CF strand. Candidate will be placed under each strand once, and then the evidence wording will be placed on the form. A motion was made by Dr. Martin to approve the revised Disposition Rubric; seconded by Dr. Snow. Dr. Terrell’s suggestion was the discussion and the motion carried.
- A motion was made by Dr. Martin to approve all proposals shown for the graduate programs. Mrs. Level seconded the motion. There was no discussion and the motion carried.
- A motion was made by Dr. Martin to approve the Middle Level generalist and it was seconded by Dr. Snow. There was no discussion and the motion carried.

The meeting was adjourned at 1:45 p.m.

Committee on Committees

Dr. Abedi, committee chair, sent this e-mail update Thursday, Oct. 29 via netlist. The updated Monticello committee appointments came at that time; the Crossett and McGehee appointments came through an e-mail circulated prior to the Assembly meeting:

I am happy to announce that Mr. Guy Nelson, an instructor in the school of Mathematical and Natural Sciences, agreed to serve on the Technical Curriculum and Standards committee. Mr. Nelson has served in the number of UAM committees in the past including two terms in the Curriculum and Standards committee.

Attached please find the revised UAM Assembly Committees. The following changes have been made to the list:

1. Christopher Ratcliff’s name should appear as the Athletic Director on the Athletic Committee.
2. Trey Berry resigned from the University. The school of Social and Behavioral Sciences will need another representative on the Teacher Education committee. The Teacher Education committee should have five members outside education; with a representative from the school of Social and Behavioral Sciences the committee still needs an additional member. The schools of Mathematical & Natural Sciences, Social & Behavioral Sciences, and Arts & Humanities each have one member, and there are two members at large from these three units.

(NOTE: Committee appointments follow.)

UAM Assembly Committee Appointments for the 2009-2010 Academic Year

(With years remaining on appointment)

Academic Appeals: 7 faculty from 7 different academic units (with 7 alternatives from same units)

Name	Unit			Name	
Matthew Pelkki	Forest Resources	(1)	Alternate	Tom Jacobs	(2)
Chris Wright	Social & Behavioral	(2)	Alternate	Adam McKee	(1)
Hassan Sayyar	Math & Sciences	(1)	Alternate	Charles Dolberry	(1)
Lynn Harris	CIS	(1)	Alternate	Karen Donham	(1)
Vera Lang Brown	Education	(1)	Alternate	Kim Level	(1)
Sandra Watson	Arts & Humanities	(1)	Alternate	Kay Walter	(1)
Mike Alexander	Business	(1)	Alternate	Roy Cabaniss	(1)

Athletic: 5 faculty, the Senior Woman Administrator, the Athletic Director and 2 students

Name	Unit		Name	Unit
Kathy King	Education	(1)	Christopher Ratcliff	Athletic Director
Chris Sims	Math & Sciences	(2)	Betty Matthews	NCAA Faculty Athletic Rep
Paul Becker	Arts & Humanities	(1)	Nicole Smith	Woman Administrator
Dexter Gullede	Business	(1)		
Becky Phillips	Business	(2)		

Curriculum & Standards: 1 faculty from each unit and 4 students

Name	Unit		Name	Unit	
Robert Stark	Agriculture	(1)	Belinda Wells	Nursing	(1)
Kate Stewart	Arts & Humanities	(1)	Alayne Zimmerly	Education	(1)
Dexter Gullede	Business	(1)	Linda Chapman	Math & Sciences	(1)
John Kyle Day	Social and Behavioral	(1)	Hal O. Liechty	Forest Resources	(1)
Jean Hendrix	CIS	(1)	Janice Holt	UAM-CTM	
			Sherry Harris	UAM-CTC	

Faculty Equity & Grievance: 7 faculties

Name	Unit		Name	Unit	
Jeff Taylor	Math & Sciences	(2)	Lori Selby	CIS	(2)
Kathy Davis	Library	(2)	William Shea	Social and Behavioral	(1)
Memory Frazer	Education	(2)	Robert Graber	Business	(1)
			Sarah Bloom	Arts & Humanities	(1)

Faculty Research: 5 faculty

Name	Unit	
Mary Heady	Library	(2)
Jinming Huang	Math & Sciences	(2)
Richard Clubb	Social and Behavioral	(1)
Robert Kissell	Forest Resources	(1)
Jeff Longing	Education	(2)

Library: 1 faculty from each unit and 2 students

Name	Unit		Name	Unit	
Paul Francis	Agriculture	(2)	Lynne Thompson	Forest Resources	(1)
Regena Saulsberry	Social and Behavioral	(2)	Roy Cabaniss	Business	(1)
Diane Payne	Arts and Humanities	(2)	John Hunt	Math & Sciences	(1)
Anita Shaw	Nursing	(2)	Angela Marsh	CIS	(1)
Jeff Longing	Education	(2)	Cassandra Gossitt	UAM-CTM	
Sandra Campbell	Library Director		Rhonda Avery	UAM-CTC	

Student Affairs: 3 faculty, 2 students, 1 professional staff and Dean of Students

Name	Unit	
Ron Sitton	Arts and Humanities	(1)
Vera Lang Brown	Education	(1)
Hassan Sayyar	Math & Sciences	(1)
Crystal Ratliff	Professional Staff	(1)

Teacher Education: 1 from each of 5 units and 5 EDU faculty

Name	Unit		Name	Unit	
Kim Level	Education	(1)	Scott Lykens	Arts and Humanities	(1)
Donna Hunnicutt	Education	(1)	Charles Dolberry	Math & Sciences	(1)
Max Terrell	Education	(1)	Gary Meggs	Arts & Humanities	(1)
Kathy King	Education	(1)		Social and Behavioral	(1)
C. Morrell Jones	Education	(1)			

UAM-College of Technology at Crossett Assembly Committee Appointments for the 2009-2010 Academic Year

Academic Appeals Committee: 5 faculty and 5 alternatives

Name	Unit	Name	
Tomas Swan	Faculty	Gary Stevenson	Alternates
Brandi Maxwell	Faculty	Shela Upshaw	Alternates
Tonya Loe	Faculty	Sherry Harris	Alternates
Kirk Kemp	Faculty	Remona Bishop	Alternates
Jimmy DeBose	Faculty	B.j. Vail	Alternates

Technical Curriculum & Standards: 2 representatives from each College of Technologies, one representative from UAM, and the Associate Vice Chancellor for Technical Education

Name	Unit
Sherry Harris (CTC)	Faculty, Crossett
Thomas Swan (CTC)	Faculty, Crossett
Misty Paschall	Associate Vice Chancellor
Lora Medina (CTM)	Childcare, McGehee
Rhonda Williams (CTM)	General Studies, McGehee
	UAM Representative

Faculty Equity & Grievance: 5 faculty

Name	Unit
Sonia Bradford	Faculty
Alice Lindsey	Faculty
Kirk Kemp	Faculty
Carolyn Hart	Faculty
Gary Stevenson	Faculty

Student Affairs Committee: 3 faculty, 1 administrator, and 3 students

Name	Unit
Mitch Powell	Student Services
Gary Stevenson	Faculty
Shela Upshaw	Faculty
Kathy Martin	Faculty

**UAM-College of Technology at McGehee Assembly Committee Appointments
for the 2009-2010 Academic Year**

Academic Appeals Committee: 5 faculty and 5 alternatives

Name	Unit	Name	
Linda Branch	Student Services, Counselor	Katherine Cobb	Alternate
Peggie Orrell	Nursing& Allied Health, Director	Veronica Studards	Alternate
Dorissa Kaufman	Adult Education	Trudy Stringfellow	Alternate
Gursarn Singh	EMT & Paramedic, Director	Sharon Cantrell	Alternate
Rhonda Williams	General Studies		

Technical Curriculum & Standards: 2 representatives from each College of Technologies, one representative from UAM and Associate Vice Chancellor for Technical Education

Name	Unit
Lora Medina (CTM)	Childcare, McGehee
Rhonda Williams (CTM)	General Studies, McGehee
Misty Paschall	Associate Vice Chancellor
Sherry Harris (CTC)	Faculty, Crossett
Thomas Swan (CTC)	Faculty, Crossett
	UAM Representative

Faculty Equity & Grievance: 5 faculty

Name	Unit	Name	Unit
Trudy Stringfellow	Business Technology	Peggie Orrell	Nursing & Allied Health
Sharon Cantrell	Adult Education, Director	Nikki Calhoun	Nursing & Allied Health
LaWarn Rodgers	Career Pathways, Director		

Student Affairs Committee: 3 faculty, 1 administrator, and 3 students

Name	Unit
Samuel Thompson	Welding Technology
Veronica Studards	Business Technology
Charles Rocconi	Student Services, Director
Dr. Jared Gavin	General Studies

Respectfully submitted by Dr. Ron Sitton, Assembly secretary