

**UAM ASSEMBLY MEETING**  
**December 1, 2003**  
**3:15 P. M. University Center Capitol Room**

**Call to Order**

The meeting was called to order by Chair Linda Webster at 3:17 p.m.

**Committee Reports**

Academic Appeals–No report.

Athletic–Dr. Morris Bramlett reported for the Athletic committee. The committee met once to discuss the ‘D’ transfer policy, changes in eligibility, and compliance issues.

Curriculum & Standards–A report was circulated via e-mail prior to the Assembly meeting. Dr. Clayton moved to approve the CIS Advanced Certificate program. The motion was seconded and passed.

Faculty Equity and Grievance–Dr. Ruegger reported that this committee met in 1977 and has not met since.

Faculty Research–No report.

Library–No report.

Student Affairs–Dr. Ruegger reported that this committee has not met since the last Assembly meeting.

Teacher Education–Dr. Rosato reported that this committee has not met since the last Assembly meeting.

SGA–No report.

Ad Hoc - Campus Recognition–No report.

**Old Business:**

Status of Chancellor Search–Dr. Webster read an official statement from Dr. Sugg’s office to inform the Assembly that no decision has been made. Dr. Kent Skinner moved to recommend that a national search be conducted. The motion was seconded. Dr. Moore asked for discussion on both sides of this issue. Dr. Skinner replied that the faculty is UAM and should have input in the decision. Dr. Moore posed an argument against a national search that it could waste a lot of time and money. He added that a candidate not from this state may not have effective networking capabilities. He continued that Dr. Jack Lassiter

has good contacts and good rapport with legislators. Dr. Moore went on to claim that if Dr. Lassiter is appointed immediately, he has time to lobby for UAM. Dr. Skinner reiterated that he would like the Assembly to go on record as being in favor of a national search. Ms. Hendrix asked, "are we asking for a national search or a voice in the process?" Dr. Skinner answered that the faculty would be represented on a national search committee. Dr. Sparks added to this that at least a representative number of faculty should be on a search committee. Dr. Graber stated that a search for a new chancellor is as crucial to the university as a search for a faculty member. Speaking from experience, Dr. O'Neill stated that the nature of the office of chancellor is different than the duties of the faculty. She added that the chancellor should also have a good relationship with the community. Dr. Skinner stated that the faculty doesn't know what the job description for chancellor looks like. Will the position be tenure-track? Dr. Becked added that he resented the fact that a decision would be made with no regard for us. An amendment to the original motion was made that a national search, with faculty membership on the committee, be conducted. The original motion was withdrawn by Dr. Skinner. Dr. Skinner made a new motion that a national search be undertaken at UAM and that faculty have representation on the committee. Dr. Pelkki made an amendment to the motion that a search for the new UAM chancellor be faculty-led with input from staff, community, and students. The amendment was seconded. Dr. Ruegger called for a question. The amendment passed, as did the motion with the amendment. There was discussion about how this decision to support a national search be communicated to Dr. Sugg. Dr. Becker moved that an e-mail copy of the minutes be sent to Dr. Sugg. Dr. Moore amended the motion that Chair Webster send a letter with the minutes stating the recommendation. The amendment was seconded. Dr. Gullede speculated that an e-mail message may be deleted without being read. Dr. Pelkki asked who had the responsibility for signing and sending this document. The answer was that the Chair of the Assembly would do this. The amendment passed. Dr. Gullede moved to strike the word "e-mail" from both motions. The motion was seconded. Dr. Graber responded that Dr. Sugg gave his e-mail address to Assembly members at the first Assembly meeting, thereby inviting correspondence. The motion to strike the word "e-mail" from the motion failed. The motion with the amendment passed.

### **New Business:**

Board of Trustees "D" transfer policy—Dr. Taylor reported on the Board of Trustees recent decision on the "D" transfer policy. He passed out a handout as he discussed the new policy. The Board of Trustees has dictated that the Vice Chancellor of Academic Affairs establish a policy for appealing "Ds." Dr. Taylor relayed that UAM would take every student case on an individual basis. Dr. Taylor continued that he would like to only accept 6 hours of "D" coursework but he didn't know if this would be permissible. He stated that only "Ds" which affect eligibility in an activity or admission into a program would be considered. Dr. Bramlett added that the NCAA had to have proof that this policy is applicable to all students. Dr. Taylor assured him that the policy would be applicable to all students. Dr. Taylor asked Dr. Bramlett if there would be many seniors who would need to transfer "Ds", and Dr. Bramlett replied that the majority would be freshmen and sophomores.

Chancellor's report—Dr. Taylor made his report at this time. A special session of the General Assembly will meet on December 8. Dr. Taylor reported that higher education is not likely to be on the agenda. Dr. Taylor also reported that a group from NCA will be visiting campus on December 8 & 9.

Monticello campus relationship to COTs—Dr. Taylor reported on UAM's relationship to the two Campuses of Technology. A team from NCA will be on campus December 8 & 9 to insure that the merger between UAM and the COTs is sound. Dr. Taylor also reported that a committee would soon be developed to look at UAM's mission statement and admission policy. He stated that this is the first time that we have had another option for students who are not academically prepared for college. Dr. Webster asked Dr. Taylor if the faculty and staff of the COTs are part of the UAM Assembly or if their governance is separate. Dr. Taylor answered by stating that technical education is different from a four-year program and added that technical education is not ready to be merged into our governance. Dr. Taylor continued that the offices of admissions, registrar, and financial aid will continue to be housed and governed on UAM's main campus.

IT support for faculty/classroom instruction - Smart Classrooms@ and after-hours support—Mr. Hoyle reported that all computer labs now have a number that can be called for after-hours assistance. Mr. Hoyle reported that a four-stage audit of the technology structure is about to take place. Mr. Hoyle encouraged faculty members that have upcoming projects involving technology to visit with the Department of Information Technology. Dr. Travis added that he has asked deans to keep him informed of the need for "smart rooms." He reported that MCB 105 has been approved as a "smart room."

## **Administrative Reports**

Vice Chancellor for Academic Affairs—Dr. Travis reported that the General Education committee has met. He iterated the importance of this committee since 1/3 of the curriculum of a Bachelor's degree is general education. Dr. Travis also reported that the chancellor has approved the hiring of a new faculty member to teach a 3 hour academic first year course to replace the current College Skills course. Dr. Travis reported that the NCA self-study committee will meet on December 2. He estimated that a rough draft of the report will be ready before Christmas. Dr. Travis reported on the virtual internship and its benefits to our campus and to our students. Dr. Travis stated that Freshman Composition II will be offered on the Monticello High School campus in the spring semester. No courses will be offered from the School of Mathematical and Natural Sciences or the School of Social and Behavioral Sciences. Dr. Stark asked why concurrent enrollment would be continued. Dr. Travis replied that the decision to offer courses in the high schools is a decision to be made by the deans of each school and the faculty. Dean Ray stated that his English faculty members had made the decision to continue the offerings. Dr. Travis also reported on the progress of the Professional Development Center. A website will be established soon and a camera (Canon ZR 75) was purchased for use by the faculty to record their own teaching. Representatives from each department on the American Democracy Project Committee were asked to inventory faculty from their departments about each individual's civic volunteerism. Dr. Richards has established a website for institutional research and Dr. Travis encouraged faculty members to utilize the information on this website for grant writing. Dr. Gullledge asked about the recent announcement for the need for tutors in the West Helena School district. Dr. Richards reported that the West Helena School district needs supplemental services and that UAM was approved to supply those services. The services will be provided in 8 Saturday sessions. Tutors may be UAM students or faculty and will receive \$50 per hour for tutoring.

Vice Chancellor for Finance and Administration—Dr. Davis reported that in his five years at UAM, the volume in the offices has doubled, while the volume in Information Technology has tripled. Dr. Davis reported that the audit is complete and that there were no audit findings. Dr. Davis also reported that EAP training is available to supervisors and attendance is encouraged.

Vice Chancellor for Student Affairs and Development—Dr. Doss reported that ID cards will soon change. She encouraged faculty members to get a new ID card. Dr. Doss stated that enrollment is over 2500 students on the Monticello campus and over 2800 students on all three campuses. Dr. Doss reported that landscaping had been done at Bankston Hall and new landscaping had been done at Horsfall Hall. New furniture has been purchased and placed in Royer Hall. New security devices and a desk attendant have been placed in the first floor of the University Center. Student Affairs is continuing to revamp and expand tutoring services. Dr. Doss encouraged faculty to let students know about these services. Faculty may contact Renea Thompson, Laura Hughes, Dr. Doss or Dr. Brown with any questions. Dr. Doss announced that the Christmas tree lighting ceremony would be held on December 2. Dr. Doss also announced that Dr. Eubanks is leaving UAM, and Mary Whiting is now in charge of disabled student services. This change should be reflected in the syllabus and Dr. Doss assured the faculty that her office would send a new syllabus statement via e-mail.

### **Announcements**

None.

### **Adjournment**

A motion to adjourn was made by Dr. Clubb and seconded. Meeting adjourned at 4:31 p.m.

Respectfully submitted,

Carole Efird, Secretary

UAM Assembly