

UAM ASSEMBLY MINUTES

December 3, 1996

Call to Order and Approval of Minutes

The chair of the Assembly, Paul Francis, called the UAM Assembly to order at 3:23 p.m. in the Spencer Gallery of the Fine Arts Center. On a motion by C. Morrell Jones and a second by Larry Harris, the body voted to approve the amended minutes of the September 17, 1996 meeting.

Committee Reports

Academic Appeals Committee. Baylor Guy, committee secretary, reported that the committee met once since the last report to the Assembly. The committee reviewed one case and took no action.

Curriculum and Standards Committee. Wayne Poniewaz, committee chair, handed out a "Summary of Actions" report to all attending the Assembly meeting. He stated that of all the actions taken by the committee (there were many), two should be emphasized: the addition of a minor in Spanish and a change in the General Education Science requirements to accurately reflect the current practice of allowing CIS courses to count as three hours under the Math and Science elective requirement. The committee broke the old heading of fourteen hours of Math and Science into two separate headings, with one titled Mathematics and Natural Science (11 hours) and the other titled Mathematics, Science and Technology Elective (three hours), which will include Computer Information Systems as an "official" elective option.

Bob Wiley, speaking on behalf of the Math and Science unit, expressed concern regarding the inclusion of Computer Information Systems in this curriculum area, since it is not a Math or Science course. Poniewaz raised the point that the committee considered that very concern, but after a committee member brought forth documents showing only one other four-year institution in Arkansas requires more than the state mandated eleven hours of Math and Science, the committee determined it was in the best interest of the institution to follow this alternative. Poniewaz made a motion, seconded by Richard Clubb, that the Assembly accept the proposal package. After a voice vote was deemed inconclusive by Francis, he called for a vote by show of hands. The motion carried.

Faculty Research Committee. Linda Robertson, committee chair, stated that the committee sent out letters of confirmation to individuals and unit heads regarding funding of research proposals. The committee received more in funding requests than they were allocated, but Dr. Lassiter was able to find additional dollars to cover the excess, and everyone that submitted proposals under the guidelines received funding.

Teacher Education Committee. Larry Harris, committee chair, reported that the committee has met twice since the last report to the Assembly. It approved eight students for admission to Level III of the Teacher Education program. Changes were approved in the Music Education program and in the Special Education program, and were forwarded to the Curriculum and Standards committee. Two student petitions for exceptions to admissions requirements were approved. The committee postponed action on eleven student petitions until after the results from admission testing or semester grades have been received. These petitions will be considered at the first meeting in January.

An update on events in the School of Education was provided to the committee. Among the items discussed was the removal of two students from internship experiences; the Pre service Teacher Conference held November 21; and the structure of the interview process for admission to Level III of the professional Teacher Education program. Harris made a motion, seconded by Clubb, that the Assembly accept the report. The motion carried.

Assessment Council. Debbie Bryant, council chair, requested that everyone review the "Assessment Update" sheet dated December 3, 1996 that was made available at the main entrance to Spencer Gallery. The "Assessment Update" contains reminders of items which will be due at the end of this semester. Bryant asked all faculty and staff to please work closely with your colleagues in sharing your results and shaping your recommendations. More than two years have passed since the implementation of the assessment program and it's very likely that we'll begin seeing patterns and trends in student achievement. We need to maintain the strengths and address the weaknesses.

Bryant stated that the CAAP test was administered two weeks ago. Scores should be available in January. The individual score reports will be sent to unit heads for distribution to academic advisors. For this assessment to be useful to individual students, it's very important for the academic advisor to sit down with the student and discuss and interpret the results. Advisors should work with students in planning any needed intervention strategies.

Bryant mentioned that she attended a meeting on November 19 sponsored by ACT and ADHE. At that meeting, ACT indicated that it is considering allowing students to use a calculator on the mathematics module. First, though, ACT wants to conduct a pilot study in Arkansas by allowing one-half of those being tested in April to use calculators. There was a great deal of heated discussion, so ADHE is having a meeting next week to investigate this further. There were really no objections to letting students use calculators. There was, however, a lot of concern about allowing one-half to use calculators and one-half not to use them. Also, calculators vary considerably in their functions, so a student who owns a programmable scientific calculator might be at an advantage.

Wayne Poniewaz posed a question regarding eight students who did not take the CAAP exam and will be past the 60-hour limit, as to whether they will be allowed to enroll this spring. Bryant said that one of the eight, who was past the 60-hour limit, should have taken the test in August and did not. That student was being administratively withdrawn. Of the other seven, one had a medical excuse and by vote of the council would be allowed to take the exam in January and keep her preregistered spring class schedule.

The other six must take the exam January 14 and they will have their pre-registration for the spring term voided. After they take the exam, they will be allowed to reregister for spring classes.

Computer Usage Policy Committee. Bryant, committee chair, reported that in late October, Chancellor Taylor appointed this committee to revise the campus computer usage policy. The committee was charged with recommending a policy that would be enforceable, would protect academic freedom, and would protect the rights of individuals.

Another charge was to merge UAM's existing World Wide Web ("www") policy with the current computer use policy so as to have one campus policy governing the use of computer facilities and resources.

The policy formulated by the committee has now been approved by the Administrative Cabinet. This policy is applicable to all UAM faculty, staff, students, and guests. The text has been e-mailed to everyone on the public netlist and the student list.

Bryant listed the following highlights of the new policy:

- Each faculty and staff member is eligible for an Internet account. Any student who is enrolled in three or more hours (credit or audit) is also eligible for an account.
- Only UAM students, faculty, staff, and recognized University organizations may have home pages on the campus computer system. Any exceptions must be approved by the Director of Computer Services.
- While the University allows and encourages users to experiment with producing personal "www" home pages, the University accepts no responsibility for the contents of home pages or electronic mail communications.
- Electronic files (including e-mail files) will only be accessed under certain specific conditions.

Beyond those highlights, Bryant stated that there were additional sections in the policy, with one section containing a list of twelve specific violations. Violations, however, would not be limited to that list. There is a section on hierarchy of needs so that recreational users can be asked to relinquish computer use to accommodate educational needs. Another section states that minor infractions of the policy will continue to be resolved informally by Computer Services personnel. Repeated minor infractions or serious misconduct may result in the temporary or permanent loss of campus computer or network access.

The updated policy has been placed on the UAM home page. Any future revisions will also appear there.

Bryant proceeded to recognize faculty and staff serving on the Computer Usage Policy Committee. They were:

- Dr. Paul Becker

- Dr. Rick Clubb
- Dr. Paul Francis
- Mr. Gary Gaston
- Dr. Walter Godwin
- Ms. Susie Hargis
- Ms. Angela Marsh
- Mr. Allen Moore
- Dr. Richard O'Connor
- Mr. Jim Roiger
- Mr. Larry Smithmier
- Dr. Robert Stark
- Dr. Philip Tappe

She also recognized two students who served on the committee. They were Mr. Joe Lewis and Mr. Ricky O'Neill.

Administrative Reports

Vice Chancellor for Finance and Administration, Ms. Linda Yeiser. Yeiser reported that the architects are still working on the new Library specifications. The present Library relocation will start December 16, 1996 and should be finished before the Spring semester begins. The existing air conditioning in the present Library will be moved to the Field House, probably sometime in January.

The Science Center lighting will be bid in March of 1997 and construction should begin in the summer. The Center will be available for use with only affected sections blocked off. An architectural firm has been selected to perform a feasibility study on the residence halls with the intent of renovation or new construction.

UAM has funds from the Arkansas College Savings Bond program, to be used for critical maintenance, to the tune of \$1.2 million. With that in mind, an architectural firm from El Dorado will be making recommendations for renovation to the MCB. Also, the HVAC unit in the Administration Building has partially failed and bids have been requested for that repair, which should take place sometime in January.

Yeiser stated that her office is beginning evaluation of the maximum exclusion allowance calculation for UAM employees. This is to make sure that employees will not tax defer too much of their salaries in 1997. Employees can defer retirement deductions, health insurance, and cafeteria plan options. They will run everyone's elections through their software program to identify individuals with problems. Yeiser's statement for everyone was, "No news is good news," in regards to her office contacting people. Anyone that is contacted must make changes prior to leaving for Christmas vacation.

Lynne Thompson asked if Yeiser's office would notify employees if they weren't holding out enough.

Yeiser responded that anyone who is not taking out the maximum the University matches in retirement funding could be doing more. The same goes for someone that will incur out-of-pocket medical expenses for 1997. If you know that you will incur such expenses then you should be putting money into the cafeteria pretax reimbursement program. But, if you don't plan on having out-of-pocket expenses, then it would be a waste of money. If someone has a question regarding the amount they could be holding out, contact Mrs. Yeiser's office and she will look into the maximum amount that they could be withholding.

Yeiser finished by stating that December time sheets need to be turned in before leaving for vacation and her office must be notified if anyone is placed on leave-without-pay status.

Vice Chancellor for Academic Affairs and Student Services, Dr. Jack Lassiter. Lassiter requested that everyone have patience during the Library move, which should take ten days. If anyone wants to work moving library books, they can earn \$6 per hour and will work from the 16th to the 23rd of December and probably come back on the 2nd or 3rd of January to finish. During the time of renovation all the art and art classes will be moved to two temporary locations. One location, a past faculty residence adjacent to the University Center, has been renovated into a facility for studio art. A portion of the basement of Horsfall Hall has been renovated, and will house the ceramics classes and other activities. The faculty will be moved to Willard Hall. After the new Library is built and once the old Student Union is vacated, sometime in the summer of 1998, it will be renovated into a new Art facility. Due to the old Student Union's high ceilings and the capability of having a great deal of natural lighting available for projects, this idea has been met with great acceptance by Mr. Ray and the Art faculty.

Lassiter, regarding pre-registration, first complemented the faculty and staff for an excellent job. It was his feeling that this was the smoothest pre-registration to date. The students were also very complementary about the whole process. The official number of students preregistered was 1,608 compared to 1,666 last year. While this was almost the same number of students, the process was performed in two fewer days with very little problems. Compliments should be extended to Mrs. Annulis and her staff, since it is their responsibility to get the whole process started with the computer.

In the Graduate faculty meeting it was announced that we now have our Master of Education Program being designated as two distinct programs--the Master of Elementary Education and the Master of Secondary Education. The Master of Secondary Education still has five option areas. A student can concentrate in English, Math, Natural Science, Health and Physical Education, or Social Studies. In terms of accountability we will only have two CIP codes that we must track in regards to productivity.

Also in the Graduate faculty meeting it was announced that the scheduled presentation for the State Board of Higher Educations consideration regarding the proposed Master of Science in Forest Resources is still on for the April Board meeting. In addition, we have approved and clarified that the state policy regarding immunization required of undergraduate students will no longer be required for graduate students. This will assist in processing student applications for graduate study.

Lassiter mentioned that the time for December's First Thursday program was changed to accommodate a light lunch in the Forest Resource Center from 12:15 to 1:15 p.m. If you cannot come until 1:15 p.m., please do so, for Dr. Blackmon and his faculty will be offering a very educational presentation about the Forest Resource Center.

Lassiter placed accolades upon Dr. Harris and his faculty for successfully funding the Goals 2000 Program for the coming year. He also commended Dr. Short, Dr. Corby, and Dr. Young for having received a grant to offer a program on the holocaust this summer from the Arkansas Humanities Council.

Lassiter requested that Dr. Short and Dr. McConnell give brief comments on two student recipients of SURF grants. Short announced that Arnie Dodderer, a senior Political Science major, will be studying a series of Supreme Court decisions dealing with peremptory challenges in jury selection. He will be analyzing Supreme Court decisions and performing some empirical research with actual trial court records to see how defense attorneys and prosecutors have used peremptory challenges and how race and gender have become part of that process. He also will interview attorneys and judges as part of his research. Short mentioned that Dodderer has been awarded the Mainland-Martin Fellowship, one of only two of these awards given in the state of Arkansas and the first year for this award.

McConnell stated that Brant Stanley, a senior Chemistry major, will examine effects of isotope labeling on pH levels of weak acids and bases. McConnell mentioned that Stanley is one of the top students that UAM has had in chemistry in a long time and he is up for a NSF fellowship for graduate school.

Lassiter mentioned that UAM's Choral group would be performing with parts of the Arkansas Symphony during the Thursday night Christmas Program, starting at 7:30 p.m. in the Fine Arts Auditorium.

Lassiter then asked Mr. Gaston to introduce his new staff member. Gaston proceeded to introduce Ms. Amy Charland who has a Master's degree in Higher Education Administration from the University of Arkansas at Fayetteville and a Bachelor's degree from the University of Wisconsin. She will be managing Royer Hall and working with Mr. Shannon Fleming as the Assistant Director of Student Activities.

Chancellor, Dr. Fred Taylor. Dr. Taylor addressed the issue regarding Gates Hall and stressed the reasoning behind razing the building--student recruitment. It would also cost us \$285,000 in architectural expenses that have already been incurred to date to rework the planning of the new Library and the surrounding facilities.

Taylor stated that the Arkansas legislative session starts January 13, 1997 and that it will consist of a very conservative philosophy. He mentioned that the Governor met with the college presidents the day before and stressed that this will be a very conservative year, with most budgets being held at a constant and some being reduced. Higher Education is not in a high priority position in Arkansas or any other

state at this time. There could be one bright spot--the Governor has mentioned that if he promotes funding any additional money in higher education, it could be a salary increase for employees.

New Business

Dr. Taylor announced that the administration will have a luncheon for the faculty and staff in the University Center on December 13 at 12:30 p.m.

Announcement and Adjournment.

The meeting was adjourned at 4:14 p.m. by Paul Francis.

Respectfully submitted,

Baylor C. Guy

Secretary of the Assembly



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