

Assembly Meeting Minutes
December 7, 2006
MCB Auditorium, 3:30p.m.

Dr. Stewart called the meeting to order at 3:30 p.m.

A motion to approve the minutes for November 4, 2006 was made by Linda Webster and seconded by Charlotte Denton. All voted in favor and the minutes were approved.

A moment of silence was observed in memory of Barbara Babin.

Assembly Committee Reports

Academic Appeals – no report

Athletic – no report

Curriculum and Standards – Marsha Clayton reported on all of the proposals that have been review and approved by C&S since November 4th. Dr. Clayton provided a twelve page report with individual unit proposals listed. In summary, three proposals were approved for Academic Affairs, six proposals were approved for Arts and Humanities, twenty proposals were approved for Business, one proposal was approved for Computer Information Systems, thirty-three proposals were approved for Education, fifteen proposals were approved for Forestry, six proposals were approved for Math and Science, eleven proposals for Nursing, thirteen proposals were approved for Social and Behavioral Sciences, six proposals were approved that were jointly submitted by the Colleges of Technology, eleven proposals were approved for McGehee, and twenty-seven proposals were approved for Crossett. Dr. Stewart motioned for approval of the presented proposals. All voted in favor and the proposals were approved.

Faculty Research – Dr. Stewart reported for Chris Sims. There were many great proposals submitted for funding, but unfortunately couldn't all be funded. All of the available funds have been awarded.

Library – no report

Teacher Education – Marla Ramirez reported that they met on December 5th, and three agenda items were discussed. First, 19 candidates are being admitted to teacher education program, 9 candidates will enter internship I and 17 candidates will enter internship II in the Spring 2007 semester. Second, report by Mary Jo Barnett on the Teacher Recruitment and Retainment fair held at UAM on November 8th and 9th. Third, a report on the progress of the updating of the School of Education Conceptual Framework was presented by Sue Martin.

Special Task Force Reports

Salary Study Committee (Monticello) – Dr. Stewart shared for Dr. Annulis that the committee is working on this matter, but no reports at this time.

Salary Study Committee (Colleges of Technology) – Janie Carter reported for Sharon Cantrell that the committee met on November 28th, and mean salaries for post-secondary technical, business, and nursing instructors were obtained from the Department of Labor website to use with the formula provided by Dr. Williams. Sharon Cantrell has talked with Dr. Annulis to determine a logical rate of differentiation for the rank and experience scale.

Special Presentation

Advising Athletes and Other Issues Relating to Their Academic Progress – Ron Hill, NCAA Compliance Officer, reported that student athletes must be enrolled in 12 hours to be eligible to play. Freshmen and Sophomores who take Fundamental English, Intermediate Algebra or other zero level classes must make it up. Student Athletes must pass at least 6 hours a semester to be eligible to play.

Freshmen must pass 24 hours with a 1.8 GPA during their first year. Sophomores must pass 48 hours with a 1.9 GPA, and declare a major by the time 48 hours are completed. Juniors must pass 72 hours with a 2.0 GPA. Only 25 percent of what they take can be taken during the summer. You can only count 6 hours at the most during the summer session. Athletes must notify their coach and compliance coordinator as soon as possible if they decide to drop a class. If a student retakes a class that they already passed it will NOT count towards their 12 hours to maintain eligibility. If they fail a course it only counts towards GPA. If a Freshman comes to you and mentions that he/she wants to walk on to a UAM team, they should have registered with the NCAA Clearinghouse. The website is www.ncaa.org. They must have an 18 ACT or sum of 68 or 820 SAT. They need to check with their High School Counselor.

Administrative Reports

Vice Chancellors

Advancement – Linda Yeiser reported that they have been busy fund and friend raising. In the Spring, the launch of the Centennial Slogan Contest will take place. There are several major fundraising campaigns for projects such as the indoor practice facility that will benefit many UAM organizations, and scholarships. Ms. Yeiser discussed the importance of being good stewards of the gifts that UAM receives to continue receiving these gifts. She also reminded us that bricks and benches (4 still available) are good gifts for the holidays.

College of Technology at Crossett – Linda Rushing was attending another meeting and couldn't be with us today, no report

College of Technology at McGehee – Bob Ware was present, no report at this time.

Finance and Administration – Jay Jones introduced himself and mentioned how happy he is to be part of the UAM family. He discussed the upcoming budget plans and how he looks forward to everyone's meaningful participation in the budget planning process that will soon begin for the 2007-2008 year. He discussed the Master Plan and how we will move into a year full of construction.

Student Affairs – Dr. Brown discussed the success of parent's day and homecoming. He shared that the cafeteria renovation is almost complete with the soon to arrive colorful furniture for the dining room. Upcoming events include Dr. Martin Luther King, Jr. celebration and Black History Month activities in February. Student government with the help of other clubs will be expanding the recycling process at UAM. About 250 students participated in the Christmas Tree lighting, and there were approximately 108 cans of food collected per organization for the food drive. UAM is using information cards from prospective students and distributing those to the units on campus, please follow up with the students to show that UAM is a great university. It is important to send those personalized letters or make the personal calls.

Provost and Vice Chancellor for Academic Affairs – Mr. Ray thanked Dr. Lassiter, Dr. Bryant and Dr. Eubanks for keeping Academic Affairs running smoothly during his absence. He mentioned the Arkansas Course Transfer System and how the system has been implemented and can be viewed on ADHE Website. There were a number of our faculty involved in this activity. He thanked C&S committee for their hard work during this busy time. There will be 12,000 copies of the 2007-2009 catalog ordered, but this time they will order 5000 hard copies and 7000 DVD copies to include UAM advertising and other recruitment information. Thanked faculty for their hard work in helping get the bond issue passed. Congratulated the faculty on their hard work in completing grants, texts that are being written, and outstanding service to the community. Congratulated the Social Work faculty for their achievement in obtaining program accreditation through 2013. Special note of thanks to Dr. Holley on his years of service to UAM. He will retire at the end of this semester, and there will be a reception in his honor on December 15 at 10:30 a.m. in the Library Gallery. As finals approach, Mr. Ray is asking faculty to make themselves available to students, especially during the week of finals, December 11-15. Grades are due December 18 at 10:00 a.m., and don't forget to leave contact information and a copy of your grades with your unit heads. He wished everyone a good holiday.

Chancellor – Dr. Lassiter announced that he is pleased that enrollment is still holding strong.

Legislative session is coming up and they have met with the 7 local legislative representatives to discuss areas of need and concern to make sure that we are on the same page. He thanked Dr. Stewart for asking Ron Hill to present the information on student athletes and shared how important sound advising is. He mentioned the upcoming budget preparation process. Thanked Dr. Holley and congratulated him on his success and retirement. He mentioned the reception honoring Dr. Holley on December 15 10:30-11:30 followed by the Christmas lunch 11:30-1:30 at the cafeteria. He encouraged everyone to attend. The salary study has been a difficult matter but he is encouraged by what has been done to make sure that UAM is doing right by all. He is confident that this matter should be addressed during the next budget cycle 2007. He congratulated the Speech and Debate team for their achievements. He announced that UAM students will be asked to participate in the National Survey of Student Engagement. The students will first be asked to complete the survey electronically and if they don't respond then they will be notified by mail.

The meeting was adjourned by Dr. Stewart at 4:30 p.m.

Minutes by Marla H. Ramirez.