

UAM ASSEMBLY MEETING February 10, 1998

Call to Order

Mr. Baylor Guy, Assembly Chair, called the meeting to order at 3:15 in the Spencer Gallery of the Fine Arts Center. The minutes of the November 14, 1997 meeting were approved (Yeiser motion, Reynolds second).

Committee Reports

The **Faculty Research Committee** and **Library Committee** had no report.

Academic Appeals. A representative of the academic appeals committee reported that the committee had heard 30 cases at the beginning of the semester. Twenty appeals were approved and ten were denied.

Athletic Committee. The Athletic Committee had met to discuss a number of issues regarding the campus athletic facilities and NCAA Division membership, including renovation of the Field House and grants to student athletes.

Curriculum and Standards. Curriculum and Standards approved a proposal from academic affairs to modify the catalog content regarding Academic Standing and Suspension with a clarification of the academic review process for students who enroll in summer school. Academic standing of students enrolled in summer school will be reviewed at the end of the second session. Students who have met the appropriate standard by the end of the summer will be removed from suspension or conditional status. Students will not be suspended or placed on conditional standing based on their performance during the summer.

Student Affairs. The Student Affairs committee met on February 5. The committee decided to evaluate student organization usage of meeting rooms on campus. Some organizations are not using the space they have while other organizations are trying to find meeting rooms. The committee recommended that the UAM Social Work Club be granted recognized status as a UAM organization.

Teacher Education. The Teacher Education committee reported that 18 students had been admitted to the Teacher Education Program (Level III), and 8 student petitions to take Advanced Professional Education I or II had been approved. The School of Education currently has 48 students placed in internships, 26 in elementary education or special education, and 22 in secondary education.

Faculty Evaluation. The committee had met once since the last Assembly meeting. The committee recommended that the category 'satisfactory' be added to the unit head and peer evaluation forms. The committee will meet again to finalize the revisions to the two forms and plans to submit the revised

forms for approval at the next Assembly meeting.

Program Review Committee. The committee, charged with revising the existing program review process, had met twice and planned to hold one more meeting to finish the revision of the process. The revisions to the process should be ready to submit for approval at the next Assembly meeting.

Vice Chancellor for Academic Affairs Search Committee. The committee was in the process of calling and references and planned to select the candidates for on-campus interviews in the coming week. Dr. Kate Stewart gave the Assembly an overview of the process the committee used to evaluate applicants. The committee members were asked to list the three qualifications they felt were most important, a list of qualifications was obtained through this process, and the candidates were rated on these criteria. The committee decided to emphasize academic background, academic philosophy and skills, administrative philosophy and skills, and management philosophy and vision. A complete list of the criteria used to evaluate the candidates is available upon request. Dr. Stewart stated that the committee felt there was a sufficient pool of viable applicants-there was no need to re-open the search process.

Approval-The Assembly voted to approve the reports of the above committees.

Administrative Reports

Vice-Chancellor for Fiscal Affairs-Ms. Linda Yeiser

Ms. Yeiser reported on the progress on a number of construction projects on the campus. McGinnis Construction Company of Louisiana was awarded the contract on the Library/Technology Center, with construction to begin the following Monday with the installation of the fence. **Due to safety considerations, faculty, students, etc., must stay out of the fenced area.** This restriction will remain in effect as long as the fence is in place. Questions or requests about the construction site should be directed to Ms. Yeiser, who will contact the appropriate parties. The anticipated completion date for the library is the summer of 1999.

The various construction projects will affect parking, electrical power, and location of classes. Announcements will be made by e-mail. Some Summer I classes will be relocated due to the MCB renovation.

The survey phase of the water improvement project has been completed. Construction of the new residence hall should begin this summer and the facility should be ready for occupancy in January. The University also plans to renovate the existing residence halls. Renovation plans for the athletic facility, concession areas, and dressing areas are being reviewed.

Vice-Chancellor for Academic Affairs and Student Services-Dr. Debbie Bryant

Dr. Bryant informed the Assembly that the University had hired two new student relations staff members, Ms. Lynn Leggett and Mr. Lavonne Juhl. Ms. Leggett and Ms. Juhl will develop a strategic management plan for the new student relations office. Dr. Bryant announced the membership of the Campus Student Recruitment Committee and complimented the committee on its work.

Saturday, April 19, is the date of the first Scholars Day at UAM. The purpose of Scholars Day is to recognize new scholarship students and to assist them in registering for fall courses.

Pre-registration is scheduled for March 30-April 17. The current head count of enrollment is 1936 students.

Annual Assessment reports for the calendar year 1997 are due March 16.

Chancellor of the University, Dr. Fred Taylor

Dr. Taylor recognized a number of individuals. Mr. Baylor Guy, Chair of the Assembly, accepted a position with industry. Dr. Taylor complimented him on his service as a faculty member and expressed his regrets at his departure. Dean Gaston was recognized for completing his doctorate at UALR. Dr. Taylor asked the faculty members who had been recommended for promotion and tenure to stand and be recognized.

A training seminar for clerical staff, conducted by Mr. James Cathey and Ms. Glynda Nixon, was scheduled for Feb. 18. Dr. Taylor asked supervisors to work with their staff in arranging schedules so that they may attend the seminar.

Dr. Taylor gave the Assembly membership an update on a number of issues at the state level pertaining to funding of higher education, and outlined his plans for student recruitment and the recruitment committee. There are eight to ten larger communities in Southeast Arkansas that represent a significant part of our recruiting base. The Chancellor hopes to have university and alumni representatives in each of these communities. The campus ministries are an under-utilized resource that can play a vital role in recruitment. On an overall basis the University will be more aggressive in recruiting.

Announcements and Questions

Mr. Baylor Guy announced his resignation from the University to accept a position with industry. He expressed his appreciation for his experience at UAM. Dr. Phillip Tappe (Vice-Chair) will be the Assembly Chair for the remainder of the academic year.

The meeting adjourned at 4:00.

Minutes submitted by Marsha Clayton, Assembly Secretary