

Assembly Minutes
Thursday – March 11, 2004
3:15 P. M. University Center Green Room

Call to Order

The meeting was called to order by Chair Linda Webster at 3:19 p.m. and a quorum was declared.

Committee Reports

Academic Appeals—Sandra Watson reported that the Academic Appeals committee has met twice this semester. Of the 41 appeals heard, 33 were denied, 7 were approved and no action was taken in one case.

Athletic—No report

Curriculum & Standards—The Curriculum & Standards report was circulated via e-mail prior to the assembly meeting. Dr. Clayton reported that the committee has had four meetings in which three proposals were approved. Two of those proposals were from Math & Science and one proposal was from Social and Behavioral Science. Dr. Clayton made a motion to accept the report of the committee and the motion passed.

Faculty Equity and Grievance—No report.

Faculty Research—No report.

Library—No report.

Student Affairs—Dr. Brown announced that three organizations have petitioned for recognition. Sigma Zeta is a Mathematics/Natural Sciences honor society. Prospective members must be a mathematics or natural science major, have 30 hours, and must have a cumulative 3.00 grade point average. The organization was approved. The Journalism Club has asked to be recognized as an organization. This club requires that members have 12 hours, a 2.00 grade point average, and an interest in journalism. The organization was approved. The UAM Lions Club is another organization desiring recognition. This organization promotes citizenship and is a branch of the local Lions Club chapter. The organization was approved.

Teacher Education—The Teacher Education committee has met once. The committee received three petitions from students requesting a waiver in a prerequisite course. All three of these petitions were denied.

SGA—Brett Eckert raised two issues of concern from the SAB. The first issue was the concern that the

SAB started the semester with \$9000 instead of the projected \$30,000. Eckert voiced concern about how the SAB money is allocated. Eckert would like to have the SAB president's approval on any spending. He would like to monitor this by adding the signature of the SAB president to the check. The second issue that Eckert raised was a constitutional change that may be forthcoming. Eckert mentioned forming a "funds allocation committee" similar to a model used by the University of Louisville. This would set aside \$3000-\$5000 to all organizations for any type of student activities.

New Business:

Assembly Nominating Committee Appointments—Dr. Webster announced that the Nominating Committee will have a member from each academic department. The committee includes the following members: Robert Stark, Gary Marshall, Marsha Clayton, Angela Marsh, Richard O'Connor, Phillip Tappe, Helen Guenter, Joe Guenter, Beverly Lobitz, Sharon Walters, and Ramon Huston. Dr. Webster encouraged anyone that is approached by a member of the nominating committee to seriously consider running for an office. Elections will be held in April.

Full-time faculty overloads—Dr. Taylor reported that overloads for the fall semester will be limited, if possible, to one overload per faculty member. One reason for this is the NCA visit that is scheduled for October. Dr. Moore asked for the definition of overload and Dr. Taylor explained that is more than 15 hours for instructors and more than 12 hours for tenure/tenure-track faculty. Dr. Moore asked if the pay would be the same and Dr. Taylor assured him that it would.

Faculty Excellence Awards—Dr. Taylor communicated that information announcing the Faculty Excellence awards was sent to the academic units that day.

Administrative Reports

Dr. Travis—Dr. Travis reported that the NCA steering committee is working hard on the upcoming visit. The first draft of the report is ready. The steering committee will meet with the Academic Council on March 31. Dr. Travis also commented on the near completion of the first campus-wide strategic plan. Dr. Travis stressed the importance of strategic planning and assessment and described how those two items are woven throughout each chapter of the NCA report. The CAASA committee is currently reviewing the individual school reports. Dr. Travis reported that the Academic Council has met at each campus of Colleges of Technology. He went on to say that more academic courses are being offered at both campuses. Dr. Travis also commented on the American Democracy Project. This project encourages civic engagement. Two \$2500 scholarships will be awarded to two UAM students for a six week internship for summer 2004. Dr. Travis also reported on the new Virtual Internship Labs in the Library. There are some students working with Nexco, a 'dot com' company. Dr. Travis also reported on the new 'D' transfer policy. There has been one student to request the transfer of a 'D' and that request was denied because the student's program of study did not require the course. There have been two other students that have expressed interest in the transfer of a 'D' and more information has been requested before a decision can be made.

Dr. Taylor—Dr. Taylor started his report by addressing Mr. Eckert's concern about the SAB expenditures. Dr. Taylor had a hard copy of the expenditures and assured the Assembly that there were no problems or irregularities. Dr. Taylor explained that most of the planned student activities occur in the fall and that the SAB account is allowed to overrun. Mr. Eckert claimed that the chair of the SAB was not privy to the activities of the account and Dr. Doss countered that Ricky Booker did know about every expenditure. Dr. Taylor then reported on the state finances. Legislators have found \$400 million to fund public schools, but that is not enough. A recent law places public education as the state's #1 priority and if revenue is not enough, more funding will have to come from other state agencies. Dr. Taylor assured the assembly that budgets will be funded this year and next year. Dr. Taylor referred to the NCA visit and reported that there has been progress on the Social Work program. Dr. Taylor also appointed a committee to review the mission of the university. The last mission approved was prior to the 2001-2003 catalog. A new mission will be brought before Curriculum & Standards and then before the Assembly at the next meeting. Dr. Taylor added that members of the new organization, Sigma Zeta, would be allowed to wear cords at graduation. A list of all honor organizations allowed this privilege will be sent to Assembly members.

Dr. Doss—Dr. Doss' staff has met to look at the residence halls. Dr. Doss claimed that this is an ongoing process. The recent work done at Royer and Bankston received several compliments. Dr. Doss reported on the establishment of the tutoring center in Harris Hall. There are four rooms being used for tutoring and each room has computer access. Dr. Doss complimented Laura Hughes and Vicky McDougald for their work on the tutoring center. Dr. Doss encouraged members of the Assembly to promote the tutoring center to students. Dr. Doss introduced Ashley Lynn as the new director of student activities. Dr. Doss also communicated that the Patio Café has been renovated and that organizations are encouraged to use the stage area. Dr. Doss reported that Black History Month was successful. There were a few speakers, Dr. Armstrong (a UAM graduate) and Lavonda Ross, on hand for the celebration. There was also an exhibit in the House Room. All events were advertised on e-mail. Dr. Doss asked Dr. Brown to report on his attendance at the Association for Promotion of Campus Activities conference in Atlanta. Dr. Brown reported that there were a variety of entertainers and that he hopes to bring some of those acts to UAM. Dr. Doss commended Mary Whiting and her staff in admissions for their hard work. Dr. Doss also reported on the purchase of a new I.D. machine. There is also a new security system in the gym due to some discipline problems that arose recently with non-students. Dr. Doss reported that University Relations is doing well. A donation of \$15,000 was made for the creation of a scholarship in Journalism. A \$15,000 Earl Willis scholarship has been established for Drew Central students. A Robie Scott scholarship in forestry has been set up by Mr. Scott's wife and children. A \$30,000 scholarship to help students with room and board was established as was a \$15,000 scholarship for Music Education.

Dr. Davis—Dr. Davis described the work being done on the well house and Willard Hall. Dr. Davis also reported that Information Technology will be making big improvements before the fall semester. IT will install a 'voice-over IP' system in McGehee. Dr. Davis also announced that the computer system would be down for five days in May. The computer system is being bogged down and Dr. Davis asked that Assembly members be selective in e-mails sent to netlist. Dr. Davis also reminded Assembly members that e-mails from unknown senders should be deleted and not opened. Dr. Graber inquired

about a recent e-mail that was sent to him from IT. Dr. Davis asserted that this was a bogus e-mail and anyone receiving such e-mails should contact IT. Dr. Davis also described the work being done on the old Student Union building. The 1st floor will house the UAM band and the 2nd floor will house the UAM choir. An acoustical engineer was consulted before construction. There was one question concerning the appropriateness of e-mails sent to netlist about supplemental timesheets. Dr. Davis claimed that this type of e-mail was a good example of something that should be sent to netlist. Dr. Davis described committee announcements, etc. as the type of e-mail that should only be sent to intended recipients, not netlist.

Announcements

A band concert at 7:30 p.m. in the Fine Arts Center was announced.

The Pi Kappa Delta "Battle of the Bands" was announced.

The Alpha Chi banquet will be held on April 12th at 6:30. Alpha Chi added "Administrator of the Year" to their list of awards.

Adjournment

A motion to adjourn was made by Dr. Clubb and seconded by Dr. Ruegger. The meeting adjourned at 4:22 p.m

Respectfully submitted,

Carole Efird, Secretary

UAM Assembly