The Council of Deans met in regular session at 9:00 a.m., Wednesday, February 1, 2012. Provost Grahn presided, and the following members were present Clay Arnold, Pat Cantrell, Neil Hattlestad, Maurice Lee, Elaine McNiece, Diana Pounder, and Steve Runge. Jeff Young represented Rollin Potter.

In addition to COD members, Conrad Shumaker was present to discuss revisions to the World Cultural Traditions proposal of the General Education Council and issues regarding General Education assessment. Peter Mehl and Laura Young were also in attendance to discuss a proposed change in the Faculty Handbook regarding medical and other leave for faculty.

Shumaker shared details of the proposal and revisions that had been made to meet concerns previously expressed by the COD. Following extensive discussion, Arnold moved and Lee seconded that the proposal be approved. Hattlestad offered an amendment to the motion, which included a delay in consideration of new proposals until after the Higher Learning Commission report was completed and clearly stated and measurable learning outcomes are adopted for the General Education program. The amended motion passed with one abstention.

Shumaker presented a proposal to use the ETS Proficiency Profile examination (formerly MAPP) for General Education assessment. Shumaker explained the process he and others used to determine that the Proficiency Profile was the best fit for UCA’s needs. Following discussion, Lee moved and McNiece seconded to support the proficiency profile. The motion passed unanimously.

Shumaker left the meeting at 9:50.

Mehl presented the proposed leave policy developed by an ad hoc committee of the Faculty Senate. He cited specific problems with the current policy. L. Young shared information about the federal policy. Several members of the COD expressed concerns, particularly regarding budgetary ramifications. Following extensive discussion, it was agreed that deans would speak to department chairs regarding the proposal.

The COD minutes of November 2 were approved as circulated. The COD minutes of January 11 were approved as amended.

Arnold presented the Undergraduate Council minutes of January 24, 2012. All action items passed except for Writing proposals for two new tracks and a new minor and associated courses. The COD had concerns about staffing, and tabled the proposals pending more information on the department’s capacity to deliver the programs.

Grahn shared an e-mail from Diane Newton and Marcia Girdler regarding automobile insurance for university travelers.

Grahn presented a proposal to expand the COD. Following discussion, the deans decided to leave the council as it is currently defined.
Grahn: (1) announced that Dr. Sally Roden will attend COD to discuss survey data she has been collecting; (2) shared concern from administration and public safety to students having 24/7 access to academic buildings. Thefts and unknown persons in academic buildings were cited as major problems. Following discussion, it was decided that Chief Larry James should be invited to a future COD meeting to address the issues and hear the deans’ concerns. Grahn: (3) asked deans to send to President Courtway and VP Jeff Pitchford items that are positive for a “Top 10” list; (4) asked deans to encourage faculty to attend Campus Talks and shared the next three dates.

Pounder asked about the status of faculty position requests. Grahn explained that the VPs were asked to hold position requests for a few days until budget issues could be addressed. Discussion followed.

Hattlestad distributed a proposed outline for UCA’s HLC Monitoring Report. He shared concerns that have surfaced and committee and administrative actions to resolve issues.

Grahn asked that deans begin thinking about an update to the capital projects list. In response to a question, L. Young informed the deans that this would cover items that have a “life” of more than one year.

Arnold shared information about internship housing in NYC. He also asked that program completion plans be updated and indicated a form would follow via e-mail. In regard to Act 747, Arnold stated that UCA must develop draft guidelines and timelines for ADHE by April 1. Discussion followed. He further stated that 747 must be fully implemented by 2014.

The meeting adjourned at 11:55

csd