

Council of Deans  
11/20/2013

The Council of Deans met in regular session at 9:02 a.m. on Wednesday, November 20, 2013. Steve Runge presided and the following members were present: Steve Addison, Kurt Boniecki, Art Gillaspay, Jonathan Glenn, Michael Hargis, Maurice Lee, Wendy Lucas, Gary McCullough, Diana Pounder, Terry Wright, and Laura Young. Amber Hall, Director of Institutional Research, was present for agenda item 4.

1. S. Runge reminded the Council of the President's Investiture at 2:00 p.m.
2. The COD minutes of November 6, 2013 were approved with revisions.
3. S. Runge provided an update of the HLC Focused-Visit which concluded last week. The visit went well, and the HLC team that visited was impressed with the progress we have made. S. Runge recognized Jonathan Glenn and Suzanne Massey for their great work on the logistics of the visit, and thanked everyone for their hard work. J. Glenn stated that now we must work to sustain and build. Preparations will begin in January for the 2016-2017 comprehensive visit.
4. S. Runge shared information regarding faculty instructional load analysis. Amber Hall reminded members that the deadline for departments to submit their information is November 25, 2013, and gave a summary of which departments were still outstanding in the submission of their information. Discussion followed.
5. K. Boniecki discussed FYS instructor training. A copy of an email from Patty Phelps to FYS instructors who have not yet received training was distributed to council members. The email notified instructors of the upcoming December 10, 2013 training. A copy of the training schedule was also provided. Training is mandatory, however, instructors do not have to repeat if they have already completed training. Data on FYS section offerings was updated. When including new freshmen transfers or students who have been here and are still under 30 hours and chose the new undergraduate bulletin, we will be short by about 9 sections. Discussion followed.
6. G. McCullough announced that guidelines for the Student Research Fund have been updated and will be posted to the URC site. An email will also be sent to council members. S. Runge stated that when we work on the fiscal 2014-2015 budget in January or February, we will examine funding the student research program as an item in the base budget.
7. S. Runge informed the council of the President's approval of his request for adjusting step increases and stated he is pleased as it has been too long since the last adjustment. He noted that Nancy Reese had inquired about how the adjustments would be funded, since they were not included among the SBAC requests. If not approved for funding, it will get funded out of the instructional reserve. However, Dr. Runge was optimistic that SBAC will agree to change the amount of the request. Discussion followed.
8. S. Runge stated that he would like to get a sense of opinion from the council on linking tenure with promotion to Associate Professor and promotion to Senior Lecturer. Faculty Handbook has sent this to the Faculty Senate for discussion. Concerns were expressed and discussion followed.

9. J. Glenn stated that he will soon call a meeting of the Centralized Scheduling Committee. Special areas such as labs or conference rooms will not be a part of centralized scheduling.
10. J. Glenn stated that with regard to existing academic program review, procedures are out of date and require reviewers of non-accredited programs to get together for review.
11. Provost's Announcements
  - a. Preliminary spring enrollment numbers are up 261 over the same date last year.
  - b. College websites need to be updated. The University has received some complaints from parents and potential students. J. Glenn noted that a service which will help with this in the future is being considered; however, colleges need to go ahead and update now.
  - c. Deans and Department Chairs now have access to the Doctoral Scholar SREB Search to search for minority candidates.
  - d. SBAC funding presentations went well. We won't know what new items will be funded until the 2014-2015 budget is finalized in the spring.
  - e. S. Runge attended the Chief Academic Officers/CSAO joint meeting last week. All two-year and four-year institutions were invited, and UA-Monticello and UCA were the only four-year institutions represented. It was a good meeting.
  - f. S. Runge and M. Hargis met with Warwick Sabin last week to discuss the Arkansas Innovation Hub. The Hub includes an Art Center and Tinkering Lab. It was a productive meeting, and UCA will be able to collaborate on the project.
  - g. The Chief Technology Search Committee was charged on Tuesday, December 19, 2013. L. Young is chairing the committee.
  - h. Bear Facts Day on Saturday was a success, and Reynolds Performance Hall was filled to capacity.
  - i. S. Runge will be out of town next week.
12. Member Reports
  - a. J. Glenn provided a handout on Academic Student Persistence and Completion. The council was asked to look it over. J. Glenn said it would be back on the COD agenda later, but if we don't want to take this on now, there will be future cohorts. Also, expect a re-birth of PANDA soon.
  - b. S. Runge reminded everyone that the Presidential Investiture lunch will be at noon, with the ceremony at 2:00 p.m., a reception immediately following, and a concert tonight.
  - c. W. Lucas thanked the deans for updating the letters to be used for prospective students, adding that they had done a good job. The Spanish admissions piece is done. Quick fact books are done and will be for counselors to provide as a resource guide in high schools. Bear Facts Day attendance was strong. A greater faculty presence is still needed. 2014-2015 Bear Facts Day dates are on the list of important dates and should be added to everyone's calendar. There are two Friday dates. The assessment site has been updated and may be used to see the assessment plan status for all programs.
  - d. G. McCullough announced that URC met on November 12<sup>th</sup> and 8 projects were funded for a total of \$41,000. A list of awards will be sent out.

- e. S. Addison announced that the AR Envirothon will be held Sunday in the Lewis Science Center. The SURF review committee will meet Friday to review committee proposals for student research.
- f. M. Lee reported that 245 students attended the Humanities Fair. The CLA will host AP students on campus on December 7<sup>th</sup>, and approximately 300 students are expected. He also informed members that faculty would like to bring in Fulbright instructors to teach Swahili, among other things.
- g. T. Wright reminded everyone of the Investiture Celebratory Concert tonight at 7:30 p.m.
- h. D. Pounder stated that Arkansas is 1 of 40 Common Core states and Common Core is being pushed into teacher licensure standards. This is a concern because candidates are now required to take the Praxis I Common Core exam, but have never been taught Common Core. Seventy-one students took the test in the fall and only thirty-six passed. Any content courses that teacher education candidates take needs to include Common Core.
- i. K. Boniecki stated that Patty Phelps will be reminding everyone about the central purpose for faculty development grants. Applications have come through in which it is not clear that the travel is related to teaching.

The meeting adjourned at 11:50 a.m.

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