

The Council of Deans met in regular session at 8:58 a.m. on Wednesday, August 5, 2014. Steve Runge presided, and the following members were present: Jonathan Glenn, Michael Hargis, Maurice Lee, Diana Pounder, Jane Ann Williams, Kurt Boniecki, Stephanie Bellar, Jimmy Ishee, Terry Wright, Steve Addison, and Laura Young. Amber Hall was present for agenda item number three.

1. The CoD minutes of July 30, 2014 were approved, with minor revision, by a vote of 10-0. T. Wright abstained due to not being present at the July 30th meeting.
2. S. Runge led a discussion regarding the input of data into Digital Measures. Council members discussed the need for clarification with regard to who specifically should input the data. It was agreed that full-time continuing and full-time visiting faculty should input data on their activities; however, given that some part-time faculty participate in scholarship related activities, consideration was given to whether or not part-time faculty should enter data as well. Discussion followed and it was agreed that part-time faculty data would be entered by the chair or dean.

Amber Hall noted the importance that faculty understand the need to be consistent in inputting their data. The input of data is critical, not only for faculty evaluations, but also for use by Sponsored Programs in identifying funding to support faculty activities; i.e., if the data is not entered, there is no way of identifying faculty needs. It was agreed that the colleges and departments should provide faculty with reminders and also make clear what data is to be entered.

Amber Hall advised council members that Digital Measures training guides are under development for each college, and training is expected to begin in late September or early October. Discussion followed.

3. S. Runge notified council members of revised language in the Title IX syllabus language. Discussion followed.
4. S. Runge led a discussion on faculty workload distribution. Current faculty handbook language regarding faculty workload was distributed and discussed. Given that units can be very different from one another, it was agreed that the current language may not fit well in some areas. Council members were asked to provide S. Runge with ideas of how the language might be improved. Discussion followed.

Additionally, S. Runge asked that deans share information regarding the normal faculty workloads within their respective colleges. Discussion followed.

6. Provost's Announcements

- a. All professional advisors have been hired and will start work on August 16, 2014. Leigh Ann Denhartog will be contacting the deans to schedule a meeting between the advisors and the deans.
- b. A meeting was held this past Monday to further discussions regarding the Nursing building.

- c. The Louis Stokes Alliance meeting will be held next week.
- d. There will be a meeting of the STEM Board on campus on August 8th.
- e. Summer commencement is scheduled for 7:00 p.m. on Friday. Deans will report for practice at 9:30 a.m. that morning and to the robing room at 6:30 p.m.
- f. The next CoD meeting will be held on August 13, 2014 in the Presidents Dining Room. This will be a joint meeting with Executive Staff.
- g. There will be a luncheon for new faculty from 11:30 a.m. – 12:30 a.m. on August 14, 2014 in room 205 of the Student Center. The New Faculty/Professional Staff Reception will be that evening at 6:00 p.m. at The Painting Table.
- h. The next meeting of the UCA Board of Trustees is scheduled for August 15, 2014.

7. Member Reports

- a. S. Bellar announced that the Graduate School Orientation will be on August 16th at 9:00 a.m. in Lewis Science Center, room 102.

The meeting adjourned at 12:04 p.m.

rv