

Council of Deans  
April 6, 2016

The Council of Deans met in regular session at 9:00 a.m. on Wednesday, April 6, 2016. Steve Runge presided, and the following members were present: Jonathan Glenn, Michael Hargis, Maurice Lee, Vicki Groves-Scott, Kurt Boniecki, Stephanie Bellar, Jimmy Ishee, Terry Wright, Steve Addison and Laura Young. Becky Rasnick, Registrar, Leigh Ann DenHartog, Director of the Academic Advising Center, and Scott Brezee, Director of Athletic Academic Advising, were present for agenda item number one. Lindsey Green, UCA Wellness Coordinator, and Graham Gillis, Associate Vice President for Human Resources and Risk Management, were present for agenda item number five.

- 1) Council members were provided with a demonstration of the GradesFirst system and an overview of how the system can be used by faculty and students. GradesFirst is currently used for all freshmen and student athletes.

Faculty receive email notifications that prompt them to complete progress/grade reports for their students in the system. These reports are requested before the mid-term and again before the end of the term. The resulting grade reports are automatically emailed by the GradesFirst system to students who fall into the “at-risk” category and are also sent to their academic advisors and athletic coaches (when applicable). Upon receiving notification of at-risk students, advisors schedule appointments with the students to discuss the issues that may be contributing to their performance in class and to provide information regarding resources that are available to them. Discussion followed. Council members discussed the possibility of using GradeFirst grade reporting in lieu of mid-term grade reporting. This discussion will continue at the upcoming Dean’s Retreat.

- 2) The CoD minutes of March 30, 2016 were approved.
- 3) Action items of the March 15, 2016 meeting of the UCA Undergraduate Council were considered as follows:
  - UCA Undergraduate Council recommendation for approval of new course ACCT 4382. A motion to approve was made and seconded. Discussion followed. The CoD voted to approve the recommendation.
  - UCA Undergraduate Council recommendation for approval of new course HIST 4398. A motion to approve was made and seconded. Discussion followed. The CoD voted to approve the recommendation.

K. Boniecki provided an overview of information items from the March 15<sup>th</sup> meeting of the UCA Undergraduate Council.

4) Action items of the March 17, 2016 meeting of the UCA Graduate Council were considered as follows:

- UCA Graduate Council recommendation for approval of the addition of CSD 6311 as a required course in the MS in Communication Science and Disorders program. A motion to approve was made and seconded. Discussion followed. The CoD voted to approve the recommendation.
- UCA Graduate Council recommendation for approval of new course MBA 6349. A motion to approve was made and seconded. Discussion followed. The CoD voted to approve the recommendation.

S. Bellar provided an overview of information items from the March 17<sup>th</sup> meeting of the UCA Graduate Council.

The last meeting of the UCA Graduate Council for the spring 2016 semester will be April 21, 2016; and the Graduate Council retreat will be held on May 5, 2016 and all graduate program coordinators should make plans to attend.

5) G. Gillis introduced Lindsey Green, who is a current adjunct faculty member in the Nutrition and Dietetics program and also the new UCA Wellness Coordinator. L. Green spoke briefly to council members regarding her background and her goal of developing a culture of wellness on the UCA campus. She is planning to meet individually with the deans and then with department chairs and faculty in the very near future. Her new office is located on the first floor of Wingo Hall in what was previously the breakroom.

6) J. Ishee led a discussion regarding the capital requests that are to be submitted by the deans to the provost's office this spring and specifically regarding what types of items should be included on this particular list. Discussion followed. Council members agreed that instructional items, specialized equipment, and renovations that address safety concerns should be prioritized high on the list. Computers for existing faculty should be purchased with the funds set aside for that purpose in each dean's office. The provost's office will provide \$600 for faculty to purchase a standard PC computer (additional funds may be allocated for the purchase of a Mac computer when justified). [Subsequently, Dr. Runge decided to provide \$1,500 to each department for the purchase of computers equipment and/or furniture for each new full-time, continuing faculty member.]

7) S. Runge led a discussion continued from a previous CoD meeting regarding programs of distinction. Council members expressed agreement that no more than three programs will be rolled-out initially. A more in-depth discussion to take place at the upcoming Dean's Retreat.

8) Provost's announcements:

- Veteran's Services received a good report from their recent audit.
- The UCA Board of Trustees retreat was held last week.
- S. Runge met with Senator Rapert and Representative D. Meeks this past Monday to discuss the AR Research Center's ability to help meet state requirements

mandated by Act 852 of the 2015 General Legislative Session. They are the only entity in the state that has the capacity to meet the mandates outlined in Act 852.

- Suggested revisions of the Faculty Handbook will go before the Faculty Senate next week. A hard copy will be provided to the deans by Friday.
- S. Runge has met/will meet with the departments of Nursing, Communication Sciences & Disorders, and Exercise Science this week.
- A meeting regarding export controls is scheduled for this Thursday.

9) Member Reports:

- K. Boniecki stated that a meeting regarding the mission, vision, and future of UCA Online will take place next Wednesday morning at 9:00am in Wingo 315.
- J. Ishee stated that the Family and Consumer Sciences annual recognition lunch will be held today at noon in the Brewer Hegeman Conference Center.
- T. Wright stated that *The Winter's Tale* by William Shakespeare will be presented in the Snow Fine Arts Center on April 7, 8, and 14 at 7:30pm and on April 9<sup>th</sup> at 2:00pm. Disney in Concert with the Conway Symphony Orchestra will be presented on April 16, 2016 at 7:30pm in Reynolds Performance Hall. Also, T. Wright will be on the NPR Arts and Letters program tomorrow night.
- L. Young stated that an advisor training meeting was held yesterday for liberal arts faculty.
- J. Glenn stated that interviews for the Institutional Research statistical analysis position will begin next week. Candidates will be on campus on April 11, 14 and 21.

The meeting adjourned at 11:30 am.