

Council of Deans  
12/4/2013

The Council of Deans met in regular session at 9:03 a.m. on Wednesday, December 4, 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. Joanna Castner Post, Director of General Education, was present for agenda item 3. Amber Hall, Director of Institutional Research, was present for agenda items 4 and 5.

1. The COD minutes of November 20, 2013, were unanimously approved as circulated.
2. The Undergraduate Council actions of November 19, 2013, were discussed and approved. K. Boniecki stated that COD members will be copied on Undergraduate Council agendas in the future. K. Boniecki also advised that guidelines for course review will be posted on the Undergraduate Council website soon.
3. K. Boniecki provided information on UCA Upper Division Core proposals. Discussion followed and J. Castner Post was present to answer questions. The General Education Council actions of November 5, 2013, were approved pending amendment to Psychology upper division UCA Core proposal.
4. S. Runge requested council member's opinions on adopting a standard template for email signature blocks. Discussion followed and a consensus was reached. S. Runge stated that a new template will be created for distribution and review during the spring semester.
5. S. Runge notified members that the Key Performance Indicators will go before the Board of Trustees on December 13, 2013. He noted that some goals appear challenging, but explained that the goal of a 60% graduation rate for the 2016 entering class is what drives the other goals that also impact the graduation rate. Discussion followed, and it was decided that changes were needed within the Degrees Awarded section to make it clear that all degrees and credentials are included. Further discussion followed.
6. L. Young explained last year's faculty salary review procedures and stated that the procedures will be slightly modified this year. Prior to calculation of the inequity ratings, Deans and Chairs will be provided with salary, years-in-rank, and years-of-service data, and they will be asked to confirm the accuracy of the data. She advised members that Institutional Research will be taking over the responsibility of putting together this data. A. Hall stated that Institutional Research already audits staff and faculty data so it is natural that Institutional Research would take this over. Discussion followed. L. Young added that the analysis will be sent to the Deans.
7. Provost's Announcements
  - a. We are working on details of implementing a Monday start in the 2015/2016 Academic calendar. Executive Staff decided to wait until the February meeting to submit to the Board.
  - b. The Chief Technology Officer search committee met. L. Young is chairing the committee. There are 34 applicants that were narrowed down to 5 finalists. Phone interviews are

scheduled for Thursday and Tuesday. Four of the five finalists have higher education experience.

- c. The internal search for Registrar has been posted.
- d. The Honor's College Associate Dean search involves the following academic areas: Family and Consumer Sciences, Leadership Studies, Biology, Innovation and Entrepreneurship, and Teaching and Learning. Although the search is an external search, internal applicants are encouraged to apply. If an internal applicant is selected, their home department will be provided funding for replacement of course load as needed. The position will serve 50% in Honors College and 50% in the academic department.
- e. Bear Facts Day is Friday; however, Executive Staff will meet at 11:00 a.m. today to discuss the potential bad weather and its effect on campus events.
- f. Today's enrollment numbers for spring 2014 show we are ahead 309 students or 3.8% compared to last year with 18 business days before classes begin.
- g. There will be a STEM policy meeting on Thursday to prepare for the Spring 2015 Legislative Session. There will be a STEM Computer Science meeting on Friday regarding computer science in grades K-12. Some discussion followed.
- h. There will be a meeting with the science building architects on Monday.
- i. The President is hosting a holiday breakfast next Tuesday morning in the McCastlain Ballroom.
- j. Commencement is scheduled for Saturday, December 14, 2013 at 10:00 a.m. and 1:30 p.m.
- k. Terry Pillow, CEO of Tommy Bahama, committed \$250,000 to be earmarked for the College of Business Dean position. These funds will be spread out in increments of \$50,000/year over a five-year period.

## 8. Member Reports

- a. M. Hargis announced that a continuing education seminar for CPA's will be hosted by the College of Business on Friday in the College of Business.
- b. M. Lee announced that the AP Super Saturday is scheduled for Saturday, December 7<sup>th</sup>. Also, the College of Health and Behavioral Sciences Dean search deadline has passed. There are currently 17 candidates; however, more applications may be received.
- c. D. Pounder announced that the College of Natural Sciences and Mathematics Dean search committee will meet next week to narrow the pool of candidates. There are approximately 30 applicants currently.
- d. G. McCullough announced that URC met on November 12<sup>th</sup>, and eight projects were funded for a total of \$41,000. A list of awards will be sent out.
- e. K. Boniecki announced that the Graduate School Dean search committee has started reviewing applications and will meet next week. There are currently 21 applications. Review has begun for the University College Director position. There are currently 25 applications.
- f. Terry Wright announced that Big Bad VooDoo Daddy would be at the Reynolds Performance Hall tonight.
- g. S. Runge announced that if inclement weather requires the closing of campus on Friday, then all events scheduled for Friday and Saturday will need to be canceled.

The meeting adjourned at 10:58 a.m.

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