

Council of Deans
9:00 a.m., Wednesday, April 19, 2006
Wingo Hall 214

AGENDA

1. General Education Council Recommendations: Terry Kearns
2. Annual Report Format (Hattlestad)
3. Merit and Equity Issues
4. Announcements and Reminders
 - a. China
 - b. Send Lori your technology needs by April 30 and search updates asap
 - c. Athletes registering early
5. Dean Reports

COUNCIL OF DEANS

September 6, 2006

The Council of Deans met in regular session at 9:00 a.m., Wednesday, September 6, 2006, in the Provost's Conference Room. Gabriel Esteban presided, and the following council members were present: Pat Cantrell, Neil Hattlestad, Maurice Lee, Elaine McNiece, Rollin Potter, Larry Robinson, Sally Roden, and Stephen Seidman. Jonathan Glenn attended at the provost's request.

Art Lichtenstein, Director of Torreyson Library, attended to discuss the possibility of changes to the interior of the library. He shared information with the deans including an article from the *New York Times* written by Patricia Cohen that states in part, "Gone is the notion that [the academic library] is solely a physical repository for information and a place of quiet individual study... Instead the campus library has become an intellectual gathering place..." Following discussion the provost indicated that he would charge a committee to work with Lichtenstein to determine where UCA expects the library to be five to ten years from now.

Glenn shared information about a survey in which UCA is participating regarding the readiness of freshman students for college. He asked the deans to urge their faculty to complete the survey on-line if they teach or have taught freshmen.

Esteban informed the council that he had met with Jack Gillean regarding study abroad issues. They agreed to handle study abroad this year as had been done last year, and deans and chairs will be given sign-off forms for proposals. An ad hoc committee will be formed to make recommendations for next year. Members of the ad hoc committee will be appointed from the COD, Academic Outreach, and International Programs. The president of the Faculty Senate will appoint two faculty representatives who have had successful study abroad programs. Following discussion, Hattlestad was selected to represent the COD.

Esteban discussed a conversation that occurred yesterday between the Faculty Senate Executive Committee, the president, and himself regarding 9/11ths salary conversion for academic administrators returning to classroom teaching. This year salary conversions will remain at 9/11ths. The Faculty Salary Review Committee will look into the conversion process and submit recommendations.

Esteban: (1) stated that next week's COD meeting would be cancelled since he would be at a Higher Learning Commission meeting in Chicago; (2) expressed his appreciation to those that attended the African-American Freshman Banquet last week.

Dean Reports

Cantrell reported some problems CBA has experienced with WebCT and asked if others had experienced the same. Glenn stated that it may be a software problem.

McNiece stated that her office was working on the reconciliation of summer session accounting.

Hattlestad: (1) distributed information about a physical therapy alumni event; (2) reminded the council of the October 2 meeting of the Arkansas Deans' Association in Fayetteville.

Potter: (1) has established a committee of art supporters; (2) will have a radio consultant review KUCA.

Roden reminded the deans of a retirement reception for Norma Farthing.

Following a motion by Seidman and second by Robinson, the meeting adjourned at 10:00 a.m.

csd

COUNCIL OF DEANS

September 20, 2006

The Council of Deans met at 2:30 p.m., Wednesday, September 20, 2006, in the Provost's Conference Room. Gabriel Esteban presided, and the following council members were present: Pat Cantrell, Neil Hattlestad, Elaine McNiece, Rollin Potter, Larry Robinson, Sally Roden, and Stephen Seidman. Peter Mehl represented Maurice Lee.

Potter presented a proposal from the Department of Writing and Speech to reorganize the unit into two separate departments. Following discussion, Potter moved to accept the proposal to reorganize the existing single department into a department of writing and a department of speech and public relations. He indicated that the departmental faculties will decide the formal department names later this semester. Roden seconded the motion, which passed unanimously.

Potter led a discussion of approval levels for travel and purchase orders through the Banner system. Esteban asked the deans to inform his office of preferred approval levels by September 29.

Roden shared information with the council regarding budget deficits in Torreyson Library. Departments are asked to have library requests to the library director in January for the next fall semester. Discussion followed.

Lee discussed the approval process for Phased Retirement proposals and stated that the department chair and dean should be added to the approval chain. He asked that the agreement and waiver be posted on the provost's website. The council agreed with his assertion.

McNiece distributed information on summer enrollments. The data included a final report for summer 2006 and planning information for summer 2007. She asked the deans to urge chairs to begin the process for 2007.

McNiece shared information on graduate enrollment for fall 2006, and handed out the new Graduate School brochure. A discussion on doctoral programs followed.

Esteban distributed flash drives to the council bearing the "UCA Academics" logo.

Dean Reports

Cantrell informed the deans of the Chamber of Commerce Golf Tournament and the second annual College of Business Golf Tournament.

Mehl raised questions about the concurrent enrollment policy. Esteban asked him to contact Jonathan Glenn.

McNiece invited the deans to the presentation of the McLaughlin Scholarship at the September 21 Graduate Council meeting.

Hattlestad raised a question regarding promotion and tenure recommendation letters for faculty who apply for both. Discussion regarding promotion and tenure followed.

Potter indicated that the National Symphony Orchestra has been invited to perform at UCA in 2009. He also informed the deans of programming changes on Channel 6.

Seidman announced that the College of Natural Sciences and Mathematics will be hosting junior high and senior high school students.

Roden reminded the deans to attend a farewell reception for Norma Farthing. She also shared information about the upcoming majors fair and a demonstration day for speech students.

Following a motion by Seidman and second by Robinson, the meeting adjourned at 3:50 p.m.

lh/csd

COUNCIL OF DEANS

September 27, 2006

The Council of Deans met in regular session at 9:00 a.m., Wednesday, September 27, 2006, in the Provost's Conference Room. Gabriel Esteban presided, and the following council members were present: Pat Cantrell, Neil Hattlestad, Maurice Lee, Elaine McNiece, Rollin Potter, Larry Robinson, Sally Roden, and Stephen Seidman. Jonathan Glenn was present for curricular discussions.

McNiece presented the Graduate Council minutes of September 21.

McNiece moved to recommend the following graduate faculty applicants:

8-Year Review

Stephen Seidman	CS	5191, 6399, Thesis
Stephen Runge	BIOL	5530, 5390, 5490, 6X95, 6382, 6430, 6X71, 6X01, 6102
Paul Hamilton	BIOL	5401, 5415, Thesis, Graduate Seminar

3-Year Review

Ginny Adams	BIOL	5100, 5X71, 5X90, 5402, 6X01, 6X71, 6X95, 6290, 6442, 6443
John-David Swanson	BIOL	5X1, 5210, 5X90, 5404, 5405, 5415, 5445, 6X01, 6102, 6X71, 6290, 6440, 6480, 6382
Terri Hebert	ASTL	5302, 5340, 6301, 6302, 6303, 6305, 6310
	LIBM	6340, 6353, 6368, 6370, 6371
	MSTS	6322, 6323, 6354, 6358
Angela Webster	SLMA	6610, 6550/6150, 6520/6120, 6460/ 6260
Michael Hargis	MBA	5340, 6310, 6312

Hattlestad seconded the motion, which passed unanimously.

McNiece moved to recommend the following new program:

Master of Geographic Information Systems (MGIS)

The Master of Geographic Information Systems (MGIS) degree is modeled after the online Executive MBA programs which are now quite popular and successful across the county. Students who enroll in the Degree will ideally have had previous GIS coursework (having taken at least one GIS course at the undergraduate level) or be currently employed in a position which requires the use of GIS or GIS-based information services (i.e., either a GIS professional seeking greater training or someone who must manage GIS workers or who needs information from a GIS to perform his/her job).

New Course Proposals for Master of Geographic Information Systems

GEOG 6360	Directed Readings in Geographic Information Science
GIS 6380	Research Methods
GEOG 6390	Thesis Research

Change Level of Courses for the Master of Geographic Information Systems

GEOG 5328 Spatial Analysis and Modeling
To
GEOG 6328 Spatial Analysis and Modeling

GEOG 5320 Technical Issues in GIS
To
GEOG 6320 Technical Issues in GIS

Following a second by Lee, discussion occurred regarding the on-line program approval process. Esteban called for a vote, and the motion passed unanimously.

McNiece moved to recommend that the requirement of an outside member on the thesis committee be eliminated, and further recommended the following wording change to the Master's Thesis Committee section of the Thesis and Dissertation Preparation Guide:

OLD: The committee shall be composed of a minimum of three members: the major professor, a second member of the graduate faculty of the discipline involved, and a third graduate faculty member from outside the student's department.

NEW: The committee shall be composed of a minimum of three members: the major professor, a second member of the graduate faculty of the discipline involved, and a third graduate faculty member who may be from outside the student's department.

The Thesis and Dissertation Preparation Guide will include (1) Notice of Intent to Complete a Master's Thesis, and (2) Notice of Appointment of Dissertation Committee.

Following a second by Seidman, the motion passed unanimously.

McNiece presented as an information item a proposal to offer the following existing course on-line:

Leadership Studies
EDLP 6325 School Community Relations

Roden presented the Undergraduate Council minutes of September 19.

Roden asked the deans to accept the following course title change as an information item:

UNIV 1000 University Studies Change to: University Academic Seminar

Roden shared information regarding problems associated with advising transfer students who have less than 30 hours of credit and suggested that it would be best to advise those students in the Academic Advising Center. The deans agreed that transfer students with 30 hours or fewer should be advised in the AAC.

Lee shared his thoughts regarding the current methods for processing personnel hiring forms. Discussion followed.

Hattlestad reminded the council that the Arkansas Deans' Association will hold its annual meeting October 2 at the University of Arkansas and announced that UCA will host the event next year.

Esteban: (1) will meet with department chairs this afternoon to conclude discussions begun two weeks ago at the Academic Council meeting; (2) will meet with Paul McLendon tomorrow; (3) advised the deans to indicate that faculty positions are pending budget approval when recruiting; (4) will meet with the Faculty Senate on Thursday and will talk about faculty development and a human resource plan to focus on one group one year etc., and perhaps set up a task force to determine the focus. Discussion continued regarding planning and if there is a need for more tenure-track faculty.

Dean Reports

Cantrell reported a successful kick-off to the Johnny Allison lecture series.

Lee asked the deans to visit with department chairs regarding the need to incorporate language into curricula. Indications are that job seekers with a second language have a "leg-up" on other applicants.

McNiece reminded of deadlines for distinguished emeritus nominations and sabbatical leave applications. She also asked deans to send names of Sabbatical Leave Committee members representing their colleges.

Potter reported on centennial committee activity and invited the colleges to develop a list of items to be placed in a time capsule. Each college may have at least five items in the capsule.

Roden stated that 186 students filed the program completion plan this fall. 95% of students who registered through the Academic Advising Center were still enrolled on the 11th day of classes.

Esteban encouraged deans to promote applications for SURF awards.

Following a motion by Seidman and second by Robinson, the meeting adjourned at 10:15 a.m.

csd

COUNCIL OF DEANS

October 11, 2006

The Council of Deans met in regular session at 9:00 a.m., Wednesday, October 11, 2006, in the Provost's Conference Room. Gabriel Esteban presided, and the following council members were present: Pat Cantrell, Neil Hattlestad, Elaine McNiece, Rollin Potter, Larry Robinson, and Stephen Seidman. Maurice Lee was represented by Peter Mehl, and Sally Roden by Julia Winden Fey. Jonathan Glenn attended at the provost's request.

Council of Deans minutes of September 20 were approved as amended, and minutes of September 27 were approved as circulated.

John Gale was present to facilitate the provost's discussion of computer equipment inventory. Esteban recently met with faculty who suggested that all university computers be placed on the IT inventory. The deans also talked about the process followed when new computers are purchased and old computers must be retired through IT. Following discussion, Esteban asked Gale to draft a document for the deans to review.

Glenn shared information about his work with a committee of department chairs charged to review and recommend policies and procedures for concurrent enrollment. The committee focused on integrity in the process and will involve faculty and deans by sharing information from meetings. One thing beyond the committee's control is conflict between advanced placement and concurrent enrollment. Discussion continued.

Esteban: (1) informed the deans that the Provost Office now has extended hours most days. Staff is available from 7:30 a.m. until 5:00 p.m. He suggested that there may be other offices that should consider extending hours into the evening if there are a significant number of students taking evening courses; (2) stated that Faculty Handbook concerns should be directed to Francie Bolter; (3) said that admissions is a big issue for the Faculty Senate; (4) asked the deans to send comments or concerns regarding a draft policy from disability services; (5) said that he will hold individual meetings next week regarding staffing, technology, and travel allocations; (6) reminded the deans of fall break, October 19-20.

Dean Reports

Cantrell announced that three groups of CBA students under the tutelage of Dr. Yuen Chan placed in the top ten in the latest round of the national Capstone business simulation game, and one group placed first. She also said that the college will soon send out information about a Reynolds competition and wants to encourage participation.

McNiece discussed summer course guarantees and reminded deans to have departments check course histories before placing courses on the schedule. Courses should be offered based on the summer enrollment history rather than personnel preferences.

Hattlestad reported on a recent meeting of the Study Abroad Committee. Discussion followed.

Potter announced that the premiere of the film, "The Old Gray Lady — Arkansas' First Newspaper," will be held at the Clinton Presidential Center next Wednesday.

Winden Fey (1) asked that program completion plans be reviewed with an eye to revisions needed for next year; (2) reminded the deans of the need for seats next spring for students on eight semester plans.

Following a motion by Seidman and second by Robinson, the meeting adjourned at 10:45 a.m.

csd

COUNCIL OF DEANS

October 25, 2006

The Council of Deans met in regular session at 9:00 a.m., Wednesday, October 25, 2006, in the Provost's Conference Room. Gabriel Esteban presided, and the following council members were present: Pat Cantrell, Neil Hattlestad, Maurice Lee, Elaine McNiece, Rollin Potter, Larry Robinson, and Sally Roden. Paul Hamilton represented Stephen Seidman. Jonathan Glenn attended at the Provost's request.

The COD minutes of October 11 were approved as circulated.

Roden presented the Undergraduate Council minutes of October 17.

Roden moved to recommend approval to curriculum changes in the Bachelor of Science in Health Sciences with an emphasis in Health Services Administration.

Change from an elective to a required course:
HED 4370 Administration of Health Programs

Hattlestad seconded the motion, which passed unanimously.

Roden asked the deans to review the following information items:

Change HED 3315 Theory and Practice of Prevention from a required course to an elective

Delete Prevention Emphasis within the Bachelor of Science in Community Health

Convert HED 3302 The Elementary School Health Program to electronic delivery

Change SOC 4342 Stratification abbreviated course title to "STRATIFICAT"

Hattlestad led a discussion on procedures for distribution of travel funds.

Esteban: (1) shared information regarding the upcoming Arkansas Higher Education Coordinating Board meeting in Russellville; (2) led discussion of general education issues; (3) asked for input regarding the possibility of a book rental program; (4) told the council that the Provost's Office will host a scholarship gala in February; (5) discussed budget issues.

Dean Reports

Glenn asked the deans to respond quickly regarding salary list corrections.

Cantrell invited the deans to attend a reception in honor of Dr. Maude Carmichael on Friday, November 3, in the Mirror Room.

Lee reported that someone from the state legislature had called regarding the possibility of having a UCA intern for the legislative session.

McNiece: (1) will e-mail the final fall headcount; (2) stated that the graduate council had met and will meet again the last week of November for the last time this semester; (3) said that the honorary doctorate committee will meet soon, as will the sabbatical leave committee.

Hattlestad asked if other colleges have an admissions staff member who is assigned to their college. He complimented the work of Chris Riggins who recruits students for the CHBS and suggested that other colleges may benefit from an admissions recruiter.

Potter reported on a recent meeting with John Gale and the Student Government Association to discuss the UCA radio stations.

Roden: (1) shared concerns about the disability policy submitted by Crystal Hill. Esteban asked her to draft a formal response from the Council of Deans; (2) announced that Marvin Williams was one of only four in the nation to receive the NAACA advising award and invited everyone to attend a reception in his honor on Thursday.

Following a motion by Hamilton seconded by Robinson, the meeting adjourned at 10:45 a.m.

csd

COUNCIL OF DEANS

November 8, 2006

The Council of Deans met in regular session at 9:00 a.m., Wednesday, November 8, 2006, in the Provost's Conference Room. Gabriel Esteban presided, and the following council members were present: Neil Hattlestad, Elaine McNiece, Rollin Potter, Larry Robinson, Sally Roden, and Stephen Seidman. Peter Mehl represented Maurice Lee, and Joe Cangelosi represented Pat Cantrell. Jonathan Glenn attended at the request of the Provost.

The COD minutes of October 25 were approved as circulated.

McNiece presented the Graduate Council minutes of October 24.

McNiece moved to accept the following recommendations for graduate faculty:

8-year review

Jay Ruud	ENGL	5305,5340,5360, 6393,6392,6394,6301
----------	------	-------------------------------------

3-year review

Richard Noyes	BIOL	5100, 5X71, 5210, 5X90, 5404, 5410, 5415, 5450, 5470, 6X01, 6X95, 6290, 6330, 6443, 6450, 6480, 6382
James Deitrick	PHIL	5350
Nancy Gallavan	ASTL	5340, 6301, 6302, 6303, 6305, 6380
	MSTS	6322, 6323
Joe Dull	FILM	6320, 6322, 6324, 6325, 5392
Kari Naylor	BIOL	5X71, 5210, 5X90, 5420, 5530, 5540, 6X01, 6X95, 6290, 6430, 6455, 6480, 6382
Benjamin Rowley	BIOL	5X71, 5X90, 5400, 5420, 5530, 5540, 6X01, 6X95, 6290, 6430, 6455, 6480, 6382
Ronald McGaughey	MIS	MIS 6301
Tim Bisping	EFIRM	MBA 5320, 6303

Mehl seconded the motion, which passed unanimously.

McNiece moved to recommend a new program proposal along with required new courses.

Master of Science in Instructional Technology

The Master of Science in Instructional Technology (ITEC) is designed to provide candidates with the knowledge and skills needed to become technology leaders and practitioners within their professional arenas (e.g., education, business, government, non-profit organizations). By its design, the program offers a broad view of the field of instructional technology (e.g., history, theory, technology, management) yet is flexible enough to allow candidates to select an area of concentration reflective of their vocational interest. These areas of concentration, which provide specialized training in three technologically distinctive fields, are (a) distance education, (b) media design and development, and (c) technical support of instructional technologies. Developing skills for leadership in and administration of these technological fields is the overarching goal of the ITEC program.

New Course Proposals for Master of Instructional Technology (ITEC)

Traditional Delivery

ITEC	6391	Apprenticeship in Instructional Technologies
ITEC	6392	Trends/Issues in Instructional Technologies
ITEC	6365	Networking Technologies

Online Delivery

ITEC	6360	Intellectual Property and Copyright
ITEC	6305	Foundations of Distance Education
ITEC	6370	Leadership in Distance Education
ITEC	6325	Distance Education Technology
ITEC	6315	Distance Education Course Design, Delivery, Implementation, and Evaluation
ITEC	6330	Web-Based Teaching and Learning

ITEC 5345 Fundamentals of Web Design

Robinson seconded the motion, which passed unanimously.

McNiece moved to recommend the following new course in School Psychology.

PSYC 7310 Behavioral and Emotional Assessment of Children

Hattlestad seconded the motion, which passed unanimously.

Roden distributed information to aid the discussion of a draft policy on disability accommodations. Following lengthy discussion, the provost stated that he would assign someone in his office to locate policies at peer institutions. Deans were asked to send comments to Roden relative to the current draft document. The topic will be discussed again at a future meeting.

Esteban presented the Academic Calendar and Critical Dates document that will go before the Board of Trustees at the December meeting.

Esteban led a discussion of the position of Director of General Education. A discussion of administrative positions and staffing followed.

Esteban: (1) distributed a spreadsheet reflecting book costs and stated that additional information will be forthcoming; (2) reminded the deans of the deadline to respond to the ADHE document on concurrent enrollment; (3) shared a request from a faculty member regarding the possibility of clustering upper division classes, and discussion followed.

Dean Reports

Glenn: (1) stated that he would have another meeting of the concurrent enrollment chairs committee on Friday; (2) indicated that the Academic Planning and Assessment Committee will meet next week to talk about faculty evaluations.

Mehl announced that philosophy students have established an honor society.

McNiece: (1) said that Kim Bradford and Shaniel Ealy met with schools regarding the draft concurrent enrollment document; (2) announced that the technology has arrived for Torreyson West classrooms.

Potter announced that Jack Davis, professor from North Texas State, has agreed to serve, and Tom Miller has agreed to chair a CFAC advisory committee.

Seidman: (1) shared some material that had come to his office from admissions; (2) announced that his professional organization of 90,000 members had elected him Vice President for Educational Activities for the upcoming year.

Roden reported on a recent meeting of the Admissions Committee officers with the Faculty Senate. Discussion followed regarding enrollment trends. Roden distributed program completion plan data.

Following a motion by Seidman and second by Robinson, the meeting adjourned at 10:45 a.m.

csd

COUNCIL OF DEANS

November 29, 2006

The Council of Deans met in regular session at 9:00 a.m., Wednesday, November 29, 2006, in the Provost's Conference Room. Gabriel Esteban presided, and the following council members were present: Pat Cantrell, Neil Hattlestad, Elaine McNiece, Rollin Potter, Larry Robinson, Sally Roden, and Stephen Seidman. Peter Mehl represented Maurice Lee. Jonathan Glenn attended at the provost's request.

The COD minutes of November 8 were approved as circulated.

McNiece distributed minutes of the November 21 meeting of the University Research Council. She indicated that second round of proposals will be accepted early in the spring semester. She urged deans to encourage those faculty who submitted proposals that were not funded to talk to the research council member from their college to find ways to strengthen their proposals for spring.

McNiece reported on a recent meeting with parents of Conway High School students participating in the concurrent enrollment program. Discussion followed.

McNiece explained budget issues related to Academic Outreach and Extended Programs as a self-supporting unit and described those service and outreach efforts that do not generate revenue for the university. Discussion followed.

Potter distributed a project plan for public art in alumni circle and stated that Gayle Seymour has taken on the project. Discussion followed.

Glenn presented changes in the curriculum process for new program proposals and explained the review process. Discussion regarding the changes followed. Glenn then led a discussion of student evaluations of faculty including transcription of comments. The Academic Planning and Assessment Committee has recommended that general education course comments may be distributed unretyped but that comments from other courses should continue to be typed to protect the anonymity of students. Discussion followed regarding this and other matters related to student evaluation of faculty.

Hattlestad reported on the recommendations of the Ad Hoc Short Term Study Abroad Committee, which he chaired.

Esteban: (1) stated that the provost's office would no longer collect faculty activity sheets, but indicated that colleges could modify the form for their own use to retain in deans' offices; (2) discussed "clickers" that some faculty require for their classes; (3) shared information about the funding request that went to the appropriations committee; (4) reminded deans to make sure that promotion and tenure files are complete and have been through a thorough vetting before submission to the provost's office.

Dean Reports

Hattlestad called for donations from the COD for the Centennial Campaign.
Potter distributed material prepared by Jimmy Bryant with regard to the time capsule and suggestions for the types of items that should be submitted.

Seidman stated that an “Envirothon” is being held at UCA, and hopes that this will become the permanent site for the event.

Roden: (1) informed the deans of the beginning of the second phase of work for the Foundations of Excellence Committee; (2) stated that the Retention Committee will meet this afternoon; (3) reported on the recommendations of the Admissions Committee to return to the 1998 point levels.

Following a motion by Seidman and second by Robinson, the meeting adjourned at 11:00 a.m.

csd

COUNCIL OF DEANS

December 6, 2006

The Council of Deans met in regular session at 9:00 a.m., Wednesday, December 6, 2006, in the Provost's Conference Room. Gabriel Esteban presided, and the following council members were present: Pat Cantrell, Neil Hattlestad, Elaine McNiece, Rollin Potter, Larry Robinson, Sally Roden, and Stephen Seidman. Charles Harvey represented Maurice Lee, and Jonathan Glenn attended at the request of the provost.

The COD minutes of November 29 were approved as amended.

McNiece presented the Graduate Council minutes of November 30.

McNiece moved to recommend the following graduate faculty applications:

8-Year Review:

Jane Dahlenburg MUS 6313,6318,6319,6320,6321,6322

3-Year Review:

Kevin Browne MCOM FILM 5392, 6325
Chris Fritzges MCOM FILM 5392, 6325
Melissa Booth PTHY 6330, 6343, 7325, 7360, 7361, 7388, 7425, 7515, 7525
Stephen Yarberry HSC 6340, 6325, 6324, 6305, 6320, 6301

Following a second by Hattlestad, the motion was approved unanimously.

McNiece moved to recommend the following new courses in English:

ENGL 5385 Travel Seminar in Literature
ENGL 5315 Twentieth-Century American Poetry
ENGL 5366 Literary Theory and Criticism
ENGL 5370 Women's Literature

Harvey seconded the motion, which passed unanimously.

McNiece moved to recommend the following new course in history:

HIST 5302 History of Witchcraft

Potter seconded the motion, which passed unanimously.

McNiece moved to recommend the following new courses in the MBA program:

MBA 6325 Organizational Behavior
 To replace MBA 6304 to be deleted.
MBA 6330 Operations Management
 To replace MBA 6321 to be deleted

McNiece moved to recommend the following amended Thesis and Dissertation Guidelines:

After all corrections requested by the thesis or dissertation committee have been made, the student must submit to the Graduate School: one unbound original on bond paper with original signatures of the thesis or dissertation committee on the approval page and one unbound copy of the complete document. The dissertation/thesis must be accompanied by the signed routing form (Appendix A). Final verification that all requirements have been met will be given by the Graduate Dean who will notify the student and committee chair. The original on

bond paper will be placed in a secured area in Torreyson Library, while the copy will be made available for review. The department will specify the number of copies with original signatures to be submitted and stipulate whether they are to be bound or unbound. In addition to the original and copy for the Library, there will be a minimum of two copies, one for the student and one for the department.

Hattlestad seconded the motion, which passed unanimously.

McNiece moved to recommend the following:

MBA Admission Change: Increase minimum GMAT score (for admission into program) from 450 to 500.

Cantrell seconded the motion, which passed unanimously.

McNiece presented the following information items:

UALR/UAMS/UCA Joint Graduate Council approval of course changes of fixed credit hour courses to variable credit in the Communication Sciences and Disorder Program

SPTH 7115 Research Project I and SPTH 7215 Research Project
TO
SPTH 7115-7615 Research Project

SPTH 7120 Supervision Internship and SPTH 7130 Teaching Internship
TO
SPTH 7201,7202, 7302, 7402,7502,7602 Supervision Internship

SPTH 7130 Teaching Internship
TO
SPTH 7102,7201,7301,7401,7501,7601 Teaching Internship

Conversion of existing MSN degree program to an electronic delivery format.

Change EDLP 7315 to variable credit (EDLP 7115, 7215, and 7315) in order to require students to stay continuously enrolled until the Specialist Project is completed.

Roden presented the Undergraduate Council minutes of November 28.

Roden moved to recommend the following new course in world languages:

CHIN 1310 Elementary Chinese I

Cantrell seconded the motion, which passed unanimously.

Roden moved to recommend the following new course in political science:

PSCI 4348 Governments and Politics of the Middle East

Harvey seconded the motion, which passed unanimously.

Roden moved to recommend the following new course in history:

HIST 4302 History of Witchcraft

Harvey seconded the motion, which passed unanimously.

Roden moved to recommend the following new courses in English:

ENGL 4315 Twentieth-Century American Poetry
ENGL 4366 Literary Theory and Criticism
ENGL 4370 Women's Literature
ENGL 4385/4685 Travel Seminar in Literature

Harvey seconded the motion, which passed unanimously.

Roden presented the following information items:

Delete ENGL 3611 Travel Seminar in English Literature
Add SPAN 3315 as an elective to the Latin American Studies minor
Either RELG 1320 or 1330 may count as electives for Religious Studies majors & minors
Change CHED 2303 Special Topics to ECSE 2303 Special Topics
Convert BMTE 4311 to electronic delivery

Roden urged deans to monitor electives.

Roden shared information about questions that have arisen regarding the approval of distance education courses. Discussion followed.

Esteban: (1) reported on yesterday's luncheon with the Faculty Senate Executive Committee and President Hardin; (2) shared an invitation to AETN's 40th anniversary event; (3) reminded deans of the Board of Trustees meeting on Friday; (4) stated that of the Golden Apple Awards that were presented last night, all of the school districts winning awards were in the northern part of the state; (5) will host a luncheon for the COD; (6) discussed reorganization of the provost's area. Discussion followed.

Dean Reports

Harvey discussed some difficulties with the Banner system.

Potter reported on activities of the Centennial Planning Committee.

Roden: (1) announced that Art Lichtenstein received the 2006 Suzanne Spurrier Academic Librarian award; (2) reported on the status of the Foundations of Excellence Committee report.

Following a motion by Seidman and second by Robinson, the meeting adjourned at 10:40 a.m.

csd