

## Council of Deans

2/11/15

The Council of Deans met in regular session at 9:03 a.m. on Wednesday, February 11, 2015. Steve Runge presided, and the following members were present: Jonathan Glenn, Maurice Lee, Kurt Boniecki, Stephanie Bellar, Jimmy Ishee, and Terry Wright. Ken Griffin, Interim Associate Dean in the College of Business, attended in the absence of Michael Hargis; Kathleen Atkins, Chair of the Department of Elementary, Literacy and Special Education, attended in the absence of Diana Pounder; and Brent Hill, Interim Chair of the Department of Biology, attended in the absence of Steve Addison. Leigh Ann Denhartog, Interim Director of Admissions and Enrollment Services and Director of the Academic Advising Center was present for agenda item number one. Chris Davis, Chief Technology Officer, was present for agenda item number three. Laura Young joined the meeting at 9:50 a.m. and Jane Ann Williams joined the meeting at 10:48 a.m.

1. L. A. Denhartog provided council members with an update on plans for 2015 summer registration activities for the Fall 2015 term. A calendar was distributed which highlights key dates for summer registration, and council members were given the opportunity to review the calendar and ask questions. If faculty members become aware of any students who are unable to attend any of the scheduled registration dates outlined in the calendar, they should direct the students and any accompanying parents to L. A. Denhartog for assistance in scheduling a different day.

L. A. Denhartog extended an invitation to faculty advisors to spend a half-day to a day shadowing the professional advisors in the Academic Advising Center in order to develop a better understanding of what the needs are for today's students and how the Advising Center staff work to meet those needs. Academic deans are asked to pass this invitation along to their faculty. Discussion followed regarding various topics which included:

- Summer Orientation and Registration (SOAR) dates;
- international student registration processes;
- the new chemistry placement exam administered to entering students;
- the increase of university admission standards for fall 2015;
- possible *Banner* training for faculty advisors;
- *GradesFirst* training for professional and faculty advisors will be accomplished in the summer and fall;
- the need for future conversations between college advisors and chairs/deans regarding notable areas within the respective colleges that advisors can highlight to students during the advising process;
- the need for training for professional advisors related to specific programs as well as the needs of upper-division students;
- the need to train faculty advisors in performing graduation audits;

- the need to establish an earlier date for graduation audits. This will allow ample time to address any degree completion issues that may arise so that students have time to make adjustments to their schedules prior to the semester of intended graduation.

L. A. Denhartog distributed to council members a list of the historically most popular courses (over the past two semesters). Academic deans were asked to work to make sure their respective colleges have sections available for summer registration for these high demand courses. Discussion followed on how best to ensure availability of these courses, as this year there will be a need for at least the same number of sections as provided last year.

2. The CoD minutes of February 4, 2015 were approved by a vote of 7-0. K. Griffin, K. Atkins and B. Hill abstained due to having not been present at the February 4<sup>th</sup> meeting.

3. S. Runge led council members in a discussion of *UCA Online*. C. Davis was available to answer questions as needed. S. Runge distributed copies of the current draft of the financial proposal and a document showing how UCA's online fee will compare with other institutions, explaining that the financial projections for *UCA Online* are workable within the existing budget. Enrollment will be closely monitored over the first three years so that adjustments can be made to the fee as needed. It is anticipated that *UCA Online* will be self-sustainable by the end of the third year. Marketing for *UCA Online* will begin late spring or early summer. *UCA Online* will initially be marketed as "degree completion". Online graduate programs are already available online with marketing ongoing. The graduate program marketing will be merged with the *UCA Online* marketing next year. Discussion followed regarding:

- tuition;
- examination security issues;
- proposed incentives for faculty and departments for the design of online courses and programs;
- the source of faculty staffing for the courses;
- the need for all online courses/programs within *UCA Online* to be provided "fully" online with no requirement for on-campus attendance;
- Family Educational Rights and Privacy Act (FERPA) compliance;
- the challenge presented within some academic colleges when the nature of specific programs do not allow for online conversion;
- the parameters that will be used in determining specifically which type of student will be admitted to an online degree program;
- housing of individuals who will specialize in working with *UCA Online* program students in Admissions and the Academic advising center.

Undergraduate programs currently suggested for the initial roll-out include: General Business, Health Sciences, Special Education, and the Nursing: RN to BSN program (which is an existing program offered online by the Department of Nursing). Discussion followed regarding these

programs and the likelihood that each will be ready in time for the initial fall 2015 roll-out of *UCA Online*. The deadline for notifying the Provost of a commitment of a program for inclusion in the initial *UCA Online* roll-out is Tuesday, February 17<sup>th</sup> at 4:30 p.m.

4. Action items from the February 3, 2015 meeting of the UCA Core Council were considered. The items were addressed as follows:

UCA Core Council recommendation to approve new course GEOG 1400. A motion was made and seconded to approve the recommendation. Discussion followed. The Council of Deans voted unanimously to approve the recommendation.

UCA Core Council recommendation to approve new course THEA 4300. A motion was made and seconded to approve the recommendation. Discussion followed. The Council of Deans voted unanimously to approve the recommendation.

UCA Core Council recommendations to approve courses HONC 4310 and HONC 4320. A motion was made and seconded to approve the recommendations. Discussion followed. The Council of Deans voted to approve the recommendations by a vote of 8-1-1.

UCA Core Council recommendations to approve courses GEOG 3301, GEOG 3315, GEOG 3345, and GEOG 4304. A motion was made and seconded to approve the recommendations. Discussion followed. The Council of Deans voted unanimously to approve the recommendations.

5. Action items of the January 15, 2015 meeting of the Graduate Council were considered. The items were addressed as follows:

Graduate Council recommendation to approve a change in the minimum grade point average and GRE score requirement for the GC and MGIS in Geographic Information Systems. A motion was made and seconded to approve the recommendation. Discussion followed. The Council of Deans voted unanimously to approve the recommendation.

Graduate Council recommendation to approve new course CSCI 5381. A motion was made and seconded to approve the recommendation. Discussion followed. The Council of Deans voted unanimously to approve the recommendation.

Graduate Council recommendation to approve new courses GEOG 5330 and GEOG 6185/6285. A motion was made and seconded to approve the recommendation. Discussion followed. The Council of Deans voted unanimously to approve the recommendation.

S. Bellar provided a brief overview of information items from the January 15<sup>th</sup> meeting of the Graduate Council.

6. Provost's Announcements:

- a. Council members should begin preparing a list of new and replacement faculty and staff position requests. The list should be prioritized and prepared strategically. The deadline for submitting the lists to the Provost's office is April 1, 2015.
- b. Ongoing Searches:
  - i. The Director of Admissions and Enrollment Services search committee has been charged and is currently reviewing applications in an effort narrow down the list for phone or Skype interviews.
  - ii. The Director of Online Learning search committee has narrowed down the list of candidates to seven and phone or Skype interviews will take place over the next week. At that time, they plan to identify three finalists for on-campus interviews.
  - iii. The College of Education Dean Search Committee has narrowed down the list of candidates to three finalists, and these finalists are currently being scheduled for on-campus interviews.
- c. Consulting firm Tripp Umbach has been selected to conduct the School of Optometry feasibility study for the university. A phone conference will take place this afternoon to discuss the upcoming study and work will begin soon. The study is expected for completion by the end of May.
- d. The next Bear Facts Day is scheduled for February 20, 2015.
- e. Larry James, UCA Police Chief, provided a copy of an editorial published by the Florida Times Union newspaper which makes the case against allowing concealed weapons on college campuses. Currently, Arkansas law allows the concealed carry of weapons by faculty and staff possessing a concealed carry permit on Arkansas college and university campuses, but institutions can opt-out of this authorization annually. Current legislation removing the opt-out clause awaits consideration by the Arkansas General Assembly. ( It has since been learned that *HB 1077 Concerning the Possession of a Concealed Handgun in a University, College, or Community College Building* is scheduled to be considered by the House Committee on Education on Tuesday, February 17, 2015)

7. Member Reports:

- a. K. Boniecki informed council members that chair and dean evaluations are now available online, and an announcement will go out via email today.
- b. T. Wright informed council members that the faculty art show is still ongoing; the UCA Theatre's presentation of *Doubt: A Parable* opens this week; and *Common – A Distinguished Lecture* sold out last night in Reynolds Auditorium.
- c. L. Young informed council members of the current affirmative action review and hiring practices. A handout outlining the workflow process was provided. Discussion followed. Also, council members were provided with a document regarding base budget change proposals for the next year. Council members were asked to submit requests for base budget adjustments within their respective areas to Lori Hudspeth in the Provost's office by noon on Wednesday, February 18, 2015.

The meeting adjourned at 12:17 p.m.