

Council of Deans

May 27, 2015

The Council of Deans met in regular session at 9:02 a.m. on Wednesday, May 27, 2015. 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. Chris Davis, UCA Chief Technology Officer, was present for agenda item number one. Amber Wilson and Kaye McKinzie, UCA Faculty Senate Executives, were present for discussion of agenda item number one.

- 1) C. Davis provided council members with an update on the progress of the development and implementation of UCA Online. Work is ongoing to train faculty, design an online interface for online courses, and complete the UCA Online website. A mock-up of the website and the course web interface was demonstrated for council members. Discussion followed regarding:
 - UCA Online faculty training needs;
 - Customization of the menu within the course interface to align with each instructor's preferences; and,
 - The upcoming hire of a Program Coordinator and their role as the single point of contact for UCA Online students.
- 2) The CoD minutes of May 13, 2015 were approved by a vote of 10-0. J. Glenn abstained due to having not been present at the May 13th meeting.
- 3) Action item of the UCA Core Council was considered. The item was addressed as follows:
 - UCA Core Council recommendation to approve Chemistry 4112, Seminar, as a required capstone. A motion was made and seconded. Discussion followed. The Council of Deans voted unanimously to approve the recommendation.
- 4) S. Runge distributed copies of the updated Council of Dean's discussion notes regarding types of faculty activities that are eligible for reassigned time. Council members were asked to review the updated notes and to make any suggestions for further revision. Discussion followed. Copies of the notes will be provided to council members at the June 3, 2015 CoD meeting.
- 5) S. Runge led a discussion regarding the recent revision of Board Policy 335 as it pertains to the timeline for the conferring of degrees. The policy previously authorized the UCA administration to "award academic degrees to degree candidates at the end of the semester in which the candidates' degree requirements have been completed." Following revision, the policy authorizes UCA administration to "award academic degrees to degree candidates upon completion of degree requirements." The intent of this wording is to grant administration the authority to confer a degree immediately upon completion of all degree requirements and prior to the student's intended date of graduation, if warranted by exceptional circumstances. As a standard, degrees will continue to be conferred in May, August and December. Discussion followed, and council members agreed that the standard process for conferring degrees should be clearly stated on the UCA website.

- 6) S. Runge advised council members that a strategic planning taskforce is currently being formed. Council members were asked to select a dean to represent the CoD on the task force. Discussion followed, and S. Addison was nominated and elected by acclamation. Also, the academic deans were each asked to select one faculty member to represent their college on the task force. Selections should be submitted to Dr. Nancy Reese and Dr. Tammy Rogers via email by June 15th.
- 7) S. Runge led a discussion on the replacement position requests recently submitted to the provost. A consolidated listing of the requests was provided. Discussion followed regarding changes that can be made to align with the budget. Council members will each meet in the coming week with S. Runge, L. Young, and Lori Hudspeth to further discuss the requests and possible revisions.
- 8) Provost's announcements:
 - S. Runge reminded council members to continue monitoring how their areas are doing in offering enough sections of high-demand courses. Copies of the current available course sections including seat availability and waitlist numbers, as well as enrollment data by course number, were provided.
 - S. Runge provided an update on continuing discussions regarding the possibility of paying 9-month faculty over a 12-month period. Work is ongoing to see how this might be done within Banner.
 - Council of Deans will not meet on Wednesday, June 10th.
 - A new edition of *UCA Magazine* has been published. Copies were provided to council members. Deans are asked to provide any ideas for future editions to Christina Madsen.
 - The draft of the Optometry Feasibility Study has been received and is under review. A conference call is scheduled with the Tripp Umbach consultants on June 2nd to discuss the study.
 - S. Runge will meet with Torreyson Library faculty on Thursday.
 - S. Runge and J. Ishee will attend a meeting on Thursday, June 4th, to discuss the possibility of an Interdisciplinary Clinic within the CHBS.
 - The reporting line for Admissions and Enrollment Services has moved to the President's office. Discussion followed.
- 9) Member announcements:
 - J. Glenn informed council members that he will be contacting department chairs via email regarding any program reviews that are due, as the report is due soon to ADHE. Program reviews should be conducted in the fall or spring when students and faculty are on campus and available to provide input to the visiting reviewers.
 - S. Bellar stated that help will be needed in getting the last graduation audits completed. She will be calling upon the deans for assistance in these efforts.
 - J. Ishee recommended that Courtney Mullen, the new Director of Admissions and Enrollment Services, be invited to attend an upcoming meeting of the Council of Deans.
 - T. Wright reported that Arkansas Shakespeare Theatre will start its summer season next week.

- S. Addison attended a UTeach conference last week. The name UTeach Arkansas will be changed to Arkansas STEMTeach. UCA STEMTeach will not be changing its name.

The meeting adjourned at 11:58 a.m.