

Council of Deans
January 27, 2016

The Council of Deans met in regular session at 9:01 a.m. on Wednesday, January 27, 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. Christina Madsen, Associate Vice President for Communications, Public Relations and Marketing, was present for agenda item number one.

- 1) C. Madsen shared with council members information regarding the university's current media campaign. The campaign will feature student generated videos regarding the UCA experience from the viewpoint of the student. Council members are welcome to encourage students to participate in this campaign. The deadline for submitting videos is February 12, 2016. For submission, videos should be emailed to studentvideos@uca.edu.
- 2) The CoD minutes of January 13, 2016 were approved with minor revision.
- 3) S. Runge informed council members of a request to change the name of the Department of Sociology to the Department of Sociology, Criminology and Anthropology. A motion to approve was made and seconded. Discussion followed. The CoD voted to approve the name change.
- 4) S. Runge addressed council members about ongoing work to build out class schedules two years in advance. Feedback on a two-year schedule has been positive and includes a recommendation that students be able to register for both spring and summer courses during the fall registration cycle. Discussion followed. Deans are asked to talk with department chairs about opening registration for summer courses at the same time students register for spring courses and bring feedback to next week's CoD meeting.
- 5) S. Runge led a continued discussion from last week regarding students who complete certificate programs but are not included in commencement ceremonies. The number of students completing certificate programs is growing. CoD consensus remains that students of these programs should not participate at commencement, but should be provided a formal certificate. Discussion followed. The students will be required to apply for certificate program completion and pay the standard graduation fee. The fee will cover the cost of the certificate and related mailing costs.
- 6) S. Runge led a continued discussion from last week regarding the Pulaski Tech University Center and UCA baccalaureate degrees that could potentially be offered to Pulaski Technical College students through the center. Council members were provided with five-year data regarding the declared majors of undergraduate transfer students who have transferred from PTC to UCA. Discussion followed. S. Runge will contact Mike DeLong, Executive Vice President and Provost of PTC, and request further information on the majors that PTC

students are interested in, and R. Voss will assist in scheduling a time for the CoD to visit the PTC campus for a more in depth discussion.

- 7) S. Runge led a discussion regarding the potential need for a General Studies Degree. Feedback from advisors and students have indicated that a General Studies type degree may be needed to provide an avenue for students who have:

- had second thoughts regarding a degree program in which they are very deep;
- have amassed a large number of hours but not nearing completion; or
- have broad interests that do not fit within any of the currently offered degree programs.

Discussion followed regarding the requirements of such a degree. Council members agree that such a degree would need to have a focus and purpose beyond that of the UCA Core and would need to be assessable. V. Groves-Scott, J. Ishee, and Peter Mehl will work on a proposed degree design and bring it back to the CoD at a later date.

- 8) S. Runge notified CoD that UCA Board of Trustees member Elizabeth Farris has been assigned to Academic Affairs for her 2016 board assignment.

9) Provost's Announcements:

- S. Runge is serving on the ADHE Student Success Task Force and attended a meeting yesterday in Little Rock. The task force is charged with identifying innovated methods for improving student success.
- Council members are reminded to submit a Statement of Financial Interest form, Conflict of Interest form and Extra Income Statement form (if applicable) by January 31, 2016.
- The *Copyright for Online Course Materials* webinar will be available to council members to view on Friday, January 29th at 12:00 p.m. in Wingo 214. The webinar DVD will be made available at a later date for those who are unable to attend.
- S. Runge and Amber Hall, Director of Institutional Research, will meet with the Faculty Senate Faculty Affairs I committee (at the committee's request) on Monday to discuss the teaching load analysis.
- S. Runge, Leigh Ann DenHartog and Angela Webster-Smith will meet with student Robert Butler next week to discuss retention of African American male students.
- Feedback on the previous advisor training program indicates that faculty do not feel the training was conducive for all advisors and feel it was focused too heavily on training those who advise freshmen students. Work has begun to design a new and improved training program. Ideas or suggestions for the new training are welcome.

10) Member Reports:

- M. Hargis announced that plans are being finalized for this spring's AACSB accreditation visit. Also, Marcella Doderer, President/CEO of Arkansas Children's Hospital, will be on campus February 11th as part of the Davis Lecture Series.
- M. Lee stated that U.S. Representative French Hill will be on campus and visit with students on Thursday, January 28th at x-period in Irby 215. Also, he asked whether faculty that teach on-line courses that have already been approved to be delivered in an online format will receive additional compensation to convert the courses to the format developed for UCA Online. S. Runge stated that the current incentive program is for courses that have not yet been approved to be taught online. However, he noted that the incentives will be reviewed again after this first round of course development.
- V. Groves-Scott stated that the CoE recently spent time recruiting students at East St. Louis High School, and their efforts have yielded 10 applications so far.
- K. Boniecki stated that sabbatical leave applications for spring 2017 are due to department chairs by February 11th.
- S. Bellar stated that the deadline for applications for summer stipend support from the URC is February 8th. Also, the student research fund is almost depleted, and any students who did not use all of their funds should be encouraged to let S. Bellar know so that the funds can be reallocated.
- T. Wright stated that Reynolds Performance Hall will present Elvis Lives! on January 28th and the CSO Beatles Concert on January 30th.
- L. Young stated that:
 - Department chairs should use the form on the registrar's website for course substitution requests rather than calling or emailing the request.
 - Budget reallocations are due to the provost's office on Thursday, January 28th by 9:00 a.m.
 - Visiting position requests for the next academic year are due to the provost's office by the end of the day today.
 - Requests for full-time faculty positions are due to the provost's office by March 1st.
 - As previously requested via email, any information on failed searches and beliefs as to why those searches failed should be submitted to L. Young.

The meeting adjourned at 11:21 a.m.