

Council of Deans October 12, 2016

The Council of Deans met in regular session at 9:00 a.m. on Wednesday, October 12, 2016. Steve Runge presided, and the following members were present: Jonathan Glenn, Michael Hargis, Maurice Lee, Vicki Groves-Scott, Kurt Boniecki, Jimmy Ishee, Joan Simon, Terry Wright, Steve Addison, and Laura Young. Jeff Standridge from the Start-Up Junkie/Central Arkansas Venture Team was present for agenda item number one.

- 1.) Jeff Standridge gave a presentation on UCA's contract with Start-Up Junkie via the Central Arkansas Venture Team. The goal is to develop more innovation and entrepreneurship in Conway by cross-campus collaboration, hands-on experiential programs, dedicated work space and mentorship programs. Dr. Standridge laid out the implementation plans for Phase I. Discussion followed.
- 2.) The CoD minutes of October 5, 2016 were approved.
- 3.) J. Simon distributed data on student research funding from the Graduate School and proposed Fall and Spring deadlines to allow greater utilization of funds. Discussion followed. Provost Runge proposed an increase to the total research funds budget from \$15,000 to \$20,000. J. Simon will present updated procedures and deadlines at the next CoD meeting.
- 4.) S. Runge distributed materials on Act 943 of 2015 concerning Unplanned Pregnancy Prevention Efforts on campus. Discussion followed. John Fincher, AVP of Division Strategy for Student Services, is coordinating the UCA Action Plan. Deans will need to provide a list by November 15 to Suzanne Massey of their current courses that include relevant content.
- 5.) J. Glenn shared sample e-mail letters for rolling out the UCA graduate outcomes survey. Discussion followed. Deans provided suggested changes to improve response rates. J. Glenn asked the Deans to complete and submit the email options form to Amber Hall by October 14, 2016.
- 6.) Provost's Announcement:
 - a. A reminder that Annual Reports in Digital Measures were due October 1, 2016
 - b. S. Runge attended a luncheon for the Acadia facility opening soon. Acadia is a multinational corporation that provides in-patient mental health care to both children and adults.
 - c. S. Runge attended the audit and finance committee meeting on October 6. Deans were told to move forward with spending capital funds, but to plan and prepare for possible one-time budget restrictions in the Spring.
 - d. The Board of Trustees meeting was held on October 7. Housing reported over 300 empty beds this semester, partly due to a decrease in freshmen enrollment.

- e. S. Runge mentioned BOT member Elizabeth Farris was scheduled to meet on October 20 with support units within the division including the Academic Advising Center, the Registrar's Office, and the Office of Student Success.
 - f. S. Runge discussed mid-tenure review guidelines. The Faculty Handbook requires that the mid-tenure review is completed by the end of the spring term of the faculty member's third year. This application form is in Digital Measures and the review forms to be completed by the department committee, the chair, and the dean are on the Provost's website under "Publications and Information" at this link: uca.edu/academicaffairs/publications-information/
- 7.) Member Reports:
- a. M. Lee recognized Dr. Lucy Lu's service to the Confucius Institute.
 - b. K. Boniecki announced Diversity Strategic Plans are due October 15.
 - c. S. Addison mentioned the grand opening on October 22 for the Conway Corp Center for Sciences. The Donaghey Hall grand opening will be held on the same day.
 - d. L. Young discussed work flow options for part time hiring in People Admin. Discussion followed. Deans indicated that they preferred to use paper PAFs in most cases rather than post all part-time positions in People Admin. L. Young will discuss using both methods with HR.

The meeting adjourned at 11:50 a.m.