

## Council of Deans October 19, 2016

The Council of Deans met in regular session at 9:00 am on Wednesday, October 19, 2016. Steve Runge presided, and the following members were present: Jonathan Glenn, Maurice Lee, Vicki Groves-Scott, Kurt Boniecki, Joan Simon, Jimmy Ishee, Terry Wright and Laura Young. Tammy Rogers attended in the absence of Michael Hargis. Joycelin Randle and Lynn Burley were present for agenda item one. Angela Webster was present for agenda item two. Kim Hutchcraft and Tyra Phillips were present for agenda item six.

- 1.) Joycelin Randle and Lynn Burley announced details of the Faculty Staff Giving Campaign which is scheduled to kick off on Thursday, October 27, 2016. The request is that everyone participate, even if it is a small amount. Everyone who donates will receive a token of stewardship of appreciate gift. Departments are asked to encourage 100% participation.
- 2.) Angela Webster provided information on Institutional Diversity and shared the Diversity Blueprint for the year. Discussion followed. UCA is able to recruit minority professionals from the Academic Network database. Dr. Webster will be recruiting faculty at the annual SREB Compact next week. Further discussion ensued.
- 3.) The CoD minutes of October 12, 2016 were approved with minor corrections.
- 4.) J. Simon provided a summary of the agenda items from the September 15, 2016 Graduate Council meeting. The following item was recommended by the GC:
  - a. A change in the admission requirements for the M.S.E. in Advanced Studies in Teacher Leadership that eliminates the educator license requirement and replaces it with a choice of either Praxis I or Core scores, or GRE scores, or a valid educator license. A motion to approve was made by J. Simon. V. Groves-Scott seconded the motion. Motion passed, all in favor.
- 5.) J. Simon discussed ideas for revamping the distribution of Student Research Funds. Discussion followed. A new procedure will be used this year as follows: (1) Sponsored Programs will distribute the funds awarded to the respective department; (2) the department will provide funds to the student on a reimbursement basis; (3) the departments will return unused funds to Sponsored Programs near the end of the year in time for the funds to be used for other research needs; (4) the Graduate School will determine deadline for the return of funds based on the year-end purchasing deadlines.
- 6.) Kim Hutchcraft and Tyra Phillips provided an overview of the proposed People Admin hiring process for part-time faculty. The benefits of using PeopleAdmin for this process include elimination of the paper PAF, more streamlined processing and tracking of hiring documents, and elimination of involvement by the department in submission of the hiring packet. Under the proposed plan, the department will create a job posting from a part-time template. However, unlike the normal process for posting an opening for a full-time continuing faculty position online, the department chair will have the option of keeping the hiring proposal private. The chair can send a private link to the person that they want to hire as an adjunct. The applicant will create a profile in PeopleAdmin and apply for the position. Once an applicant prepares a profile, it will remain in the system to be easily used again in the future. The deans were in favor of exploring the option. It will be discussed with department chairs at the Academic

Council meeting to be held on October 22<sup>nd</sup> to gain their feedback and insight prior to proceeding with the plan. Discussion followed.

- 7.) S. Runge led a discussion on faculty load and reassigned time. He has reviewed the requests for faculty reassignments for the spring 2017 semester, and some departmental requests are extensive. Although reassignments will continue to be approved on a case-by-case basis, it is critical that we limit the costs of hiring part-time faculty and full-time visitors to take on teaching loads otherwise assigned to continuing faculty. Otherwise, it will be more challenging to increase faculty salaries through merit and equity increases, and Dr. Runge would like to see UCA's median faculty salaries rise to the CUPA median salary level. The group discussed the level of research expected at UCA versus that required at a Research 1 institution. At a Research 1 institution, a significant portion of the salaries of faculty producing research are often predominately supported by grant revenues. At UCA, quality research is important, but teaching is also critically important and necessary since most faculty salaries are supported by tuition and fee revenue. The provost will be meeting with deans individually to discuss reassignments submitted by college.
- 8.) Provost's Announcements:
  - a. Board of Trustee member Elizabeth Farris will meet on Thursday, October 20 with the Academic Advising Center, the Registrar's Office and the Office of Student Success.
  - b. Homecoming is this Saturday, October 22. Also scheduled is the grand opening for Donaghey Hall and the Conway Corp Center for Sciences. The university will unveil the stainless steel Otis the Bear statue at the Donaghey Hall ceremony.
  - c. Alicia Crow has been selected as the new Assistant to the Executive Vice President and Provost. Alicia has been working in the UCA Budget office for the past few years and will start her new position October 31, 2016.
- 9.) Member Reports:
  - a. J. Simon mentioned the GA survey that was emailed on Monday, October 17, 2016.
  - b. J. Ishee invited council members to a college cookout on Saturday October 22 at 2:00 pm in front of the Farris Center. Also, next Thursday, October 27, the college will host a reception for the Neil W. Hattlestad Legacy Fund Lecturer, Leslie Hinyard. Everyone is invited.
  - c. T. Wright announced two up-coming events; the Aluminum Show at Reynolds on Monday, October 24 and on Thursday, October 20 at 7:00 pm in Torreyson Library, the re-booted Readers Map of Arkansas featuring five creative writing faculty from UCA. Also, on October 18, T. Wright and S. Runge attended the Theatre Program MOU signing with Pulaski Tech at their new performing arts facility.

The meeting adjourned at 11:45 am.