

Council of Deans
November 16, 2016

The Council of Deans met in regular session at 9:30 a.m. on Wednesday, November 16, 2016. Steve Runge presided and the following members were present: Jonathan Glenn, Michael Hargis, Maurice Lee, Vicki Groves-Scott, Kurt Boniecki, Joan Simon, Jimmy Ishee, Terry Wright, Stephen Addison, and Laura Young.

- 1) S. Runge shared that he had a phone call with Dr. Houston Davis prior to the meeting. Dr. Davis will be on campus Friday, November 18, 2016.
- 2) The CoD minutes from the November 9, 2016 meeting were approved. M. Lee abstained.
- 3) S. Runge led a discussion on the duties of Graduate Assistants (GA). During their visit, HLC inquired about the types of Graduate Assistants that UCA has. The three current classifications are: Research, Teaching, and Other. The majority of current GA students are in the "Other" category. The possibility of adding additional GA classifications was proposed. Some suggestions were Clinical Practice GA or Tutoring GA. Discussion followed.
- 4) S. Runge led a discussion on the HLC site visit. He stated that the exit interview was brief and lacked detail by design. Overall, it was a positive visit with the HLC team commenting on how pleased they were with the campus, leadership, faculty, staff, students and the Student Government Association. The team will be in town until Wednesday afternoon. The HLC report timeline is that we will receive an initial draft in four to six weeks and the final report will be complete in the spring. Discussion followed.
- 5) S. Runge stated that the upcoming Academic Council meeting that is scheduled for Friday, November 18, 2016 will cover the following two topics:
 - FLSA- Bridget Fortenberry with Human Resources will discuss the upcoming FLSA changes and its impact on employees earning overtime. Employees will be categorized as either Exempt or Non-Exempt. Those who are in the Exempt category are exempt from earning overtime. Those who are in the Non-Exempt category must be paid overtime. Faculty are considered to be Exempt. HR will conduct a training for employees who are considered to be Non-Exempt.
 - Risk Assessment Surveys- Pam Massey with Internal Audit will be explaining the Risk Assessment surveys that were emailed out last week.

Deans, Department Chairs, and Managers are asked to attend.

6) Provost's Announcements:

- Success coaching to students on academic probation has had a 58% response rate, meaning that the students have set up one or more meetings with their success coach. The goal was 50%. Some students who had one meeting have requested additional meetings.
- Bunny and Carol Adcock pledged \$1 million to fund Study Abroad students during a press conference that was held Tuesday, November 15, 2016.
- Completed surveys covering Unplanned Teen Pregnancy and Department Chair Training Materials need to be submitted to the Provost's office as soon as possible.
- Council of Deans will not meet Wednesday, November 23, 2016. The next meeting is scheduled for Wednesday, November 30, 2016.
- S. Runge and L. Young met with Diane Newton and Terri Canino on Tuesday, November 15, 2016 to discuss pausing spending on capital projects when possible, until July 1, 2017 or later.

7) Member Reports:

- J. Glenn thanked the Council for their participation with HLC.
- M. Hargis stated that the Conductor G60 Pitch Contest is scheduled for Wednesday, November 16, 2016 at UCA Downtown. Contestants will have 60 seconds to pitch their business ideas. There are five student teams that will be competing.
- M. Lee reported that the College of Liberal Arts will be honoring approximately 20 faculty members, who have produced books in the last five years, at UCA Downtown in early December.
- V. Groves-Scott stated that there was an alumni event at Buffalo Hall and that the alumni chapter for the College of Education will be active again.
- J. Simon reported that:
 - i. Dr. Angela Webster will be hosting between 30-35 students from University of Arkansas at Pine Bluff and Philander Smith College on Friday as part of our outreach efforts to Historically Black Colleges and Universities (HBCU). (Subsequently rescheduled for a future date).
 - ii. She will be sending out an email to the Council of Deans and Department Chairs regarding the changes in the Department of Sponsored Programs. Beryline Temples is retiring and Stephen Beal has submitted his resignation. The department will begin a search to replace him soon.
- J. Ishee stated his appreciation for Dr. Glenn's leadership with HLC.
- T. Wright stated that:

- i. The College of Music will be hosting a Jazz Ensemble concert at the Recital Hall next Monday, November 21, 2016.
 - ii. Rudolph the Red Nosed Reindeer will be performed at Reynolds Performance Hall in December.
- S. Addison gave an update on the ITAC meeting.

The meeting adjourned at 11:05 a.m.