

Council of Deans

November 9, 2016

The Council of Deans met in regular session at 9:00 a.m. on Wednesday, November 9, 2016. Steve Runge presided and the following members were present: Jonathan Glenn, Michael Hargis, Peter Mehl (attending in absence of Maurice Lee), Vicki Groves-Scott, Kurt Boniecki, Joan Simon, Jimmy Ishee, Terry Wright, Stephen Addison, and Laura Young. Brandon Combs was present for agenda item one.

- 1) Brandon Combs was introduced as the new Director of Assessment.
- 2) Alicia Crow was introduced as the new Assistant to the Executive Vice President and Provost.
- 3) S. Runge led a discussion regarding the upcoming HLC visit related to our Comprehensive Review. He asked that the council members please read the Assurance Argument and attend all applicable meetings. J. Glenn supplied the council members with the following handouts.
 - HLC Criteria for Accreditation
 - HLC Schedule
 - HLC Visiting Team Members list
- 4) Action items of the October 20, 2016 meeting of the UCA Graduate Council were considered as follows:
 - UCA Graduate Council recommendation for approval of:
 - i. Addition of a new Elementary Education concentration in the Master of Arts in Teaching (MAT) program. A motion to approve was made and seconded. Discussion followed. CoD voted to approve the recommendation.
 - ii. An increase from 36 to 39 total credit hours for the MAT Secondary concentration with the addition of a required course MAT 6314 Diagnosis and Correction of Reading Difficulties. A motion to approve was made and seconded. Discussion followed. CoD voted to approve the recommendation.
 - iii. A new course BIOL 5376 Virology. A motion to approve was made and seconded. Discussion followed. CoD voted to approve the recommendation.
 - iv. A new course CSPA 6340 Career Advising in Student Affairs/Higher Education. A motion to approve was made and seconded. Discussion followed. CoD voted to approve the recommendation.
 - v. A change in the capstone requirement for the Master of Geographic Information Systems (MGIS) non-thesis track by removing GEOG 6V85 GIS Graduate Project (3 hours) and replacing it with three credit hours of elective plus the completion of a graduate portfolio. A motion to approve was made and seconded. Discussion followed. CoD voted to approve the recommendation.

- vi. The addition of GEOG 5340 Fundamentals of Database Design and Development as a required course for the MGIS non-thesis track. A motion to approve was made and seconded. Discussion followed. CoD voted to approve the recommendation.
- vii. Admission requirement changes for the MFA in Digital Filmmaking, eliminating the GRE and adding a writing sample based on a provided prompt. A motion to approve was made and seconded. Discussion followed. CoD voted to approve the recommendation.
- viii. Comprehensive degree requirement changes for the MFA in Digital Filmmaking, including a reduction in the number of required hours and maximum number of thesis credit hours permitted towards completion of the degree from 18 to 12. A motion to approve was made and seconded. Discussion followed. CoD voted to approve the recommendation.
- ix. Approval of new courses for the MFA in Digital Filmmaking: FILM 5305 Production Design; FILM 5311 Cinematography; FILM 5320 Film Editing; FILM 5354 Animation for Visual Effects; FILM 5355 Visual Effects Compositing; FILM 5363 Audio Production and Design; FILM 5373 Documentary Production; FILM 5V90 Film Internship; FILM 6300 Production Project; FILM 6327 Storytelling 1: Introduction to Visual Narrative. A motion to approve was made and seconded. Discussion followed. CoD voted to approve the recommendation.
- x. Approval of substantive change in course FILM 6326 Storytelling 2: Directing the Motion Picture. A motion to approve was made and seconded. Discussion followed. CoD voted to approve the recommendation.

J. Simon shared that Benjamin Garrett was selected as the Graduate Council student representative.

- 5) S. Runge led a discussion regarding student interest in forgiveness for C grades. Current policy is to forgive D, F, and WF grades up to four times. Discussion followed. It was decided to invite representatives from Student Government Association to the November 16, 2016 Council of Deans meeting for further discussion.
- 6) S. Runge and L. Young led a discussion about the Workload Task Force. The Task Force was created at the request of Faculty Senate and is chaired by Duston Morris. The group has been discussing how to set the basis for determining faculty work load.
- 7) The CoD minutes from the October 26, 2016 meeting were approved. P. Mehl abstained.
- 8) Provost's Announcements:
 - The ITAC meeting is scheduled for Tuesday, November 15, at 1:40 p.m.
 - Chris Davis reported in Executive Staff that a policy on administrator access to individual computers may no longer be needed as he may have found a software solution.
 - SSRC met Thursday, November 3, 2016.

- i. Students are participating in the Student Success Challenge Scholarship that provides textbook scholarships for the spring semester. As of Friday, November 4, 15 students have met the requirements. There has been more interest since the reminder email was sent.
 - ii. The Enrollment Management Plan is being updated.
- The Arkansas Legislative Budget Hearings were held on November 1, 2016. ADHE's budget was accepted as presented.
- AR Higher Education Coordinating Board Meeting was held on October 28, 2016. The CFAC realignment and AA Degree with Conway Public Schools were approved.
- The Arkansas Legislative Budget Hearing is meeting Wednesday, November 9, to cover special language and personnel.
- The Dean's Lunch will be moved from Friday, December 9, to Monday, December 5.

9) Member Reports:

- P. Mehl stated that:
 - i. The Humanities Fair is November 10. There are 300 students from various high schools planning to attend.
 - ii. The Washington Center Inauguration Seminar is upcoming. Dr. Gary Wekkin may go as faculty. There are currently several students interested in attending.
- V. Groves-Scott stated that Community College Partners will be on campus on Friday, November 11, 2016. 20 people will be attending from 15 different Community Colleges.
- J. Simon stated that:
 - i. A retirement reception for Beryline Temples will be Friday, November 11, from 1:30- 3:00 p.m.
 - ii. The search for a replacement for B. Temples has been suspended. An extra help employee will be helping until the search is reopened in January.
- J. Ishee shared:
 - i. CHBS is working with the Medical School in Fort Smith on a draft of an MOU. They are discussing Physical Therapy and Occupational Therapy being offered there, among other health occupations.
 - ii. Two UCA alums were featured in the Health Heroes section of Arkansas Business. He would like to invite them to campus to speak to current students in CHBS.
- T. Wright stated that the Fame musical will be held Saturday, November 12, at Reynolds Performance Hall.
- S. Addison stated that:
 - i. A group of high school guidance counselors is scheduled to tour the new CCCS building.
- L. Young shared that:
 - i. Spring Registration is open and there are long wait lists in some class sections.
 - ii. Claye Eubanks, Associate Registrar, will be leaving in December. Five candidates were interviewed for his position, three internal and two external. Vicki Summers was selected to be his replacement.

The meeting adjourned at 11:05 a.m.