Council of Deans
January 25, 2017

The Council of Deans met in regular session at 9:00 a.m. on Wednesday, January 25, 2017. 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. President Houston Davis was present for item number three.

1) The CoD minutes from the January 18, 2017 meeting were approved.

2) Action items of the January 19, 2017 UCA Graduate Council were considered as follows:

- UCA Graduate Council recommendation for approval of:
    i. M.S. in Family and Consumer Science adding a comprehensive exam requirement to the non-thesis track. A motion to approve was made and seconded. CoD voted to approve the recommendation.
    ii. Change MATH 6382 Applied Math Seminar course to variable credit (1-3 hours) MATH 6V82 Independent Study in Math (new course title). A motion to approve was made and seconded. CoD voted to approve the recommendation.
    iii. Change MATH 6380 Math Ed Seminar course to variable credit (1-3 hours) MATH 6V80 Math Seminar (new course title). A motion to approve was made and seconded. CoD voted to approve the recommendation.
    iv. Remove BIOL 6290 Biological Literature from program requirements in the M.S. Biology non-thesis track. A motion to approve was made and seconded. Discussion followed. CoD voted to approve the recommendation.
    v. The M.F.A. in Digital Filmmaking degree name change to an M.F.A in Film. A motion to approve was made and seconded. Discussion followed. CoD voted to approve the recommendation.
    vi. The M.F.A. in Creative Writing graduate faculty criteria. A motion to approve was made and seconded. Discussion followed. CoD voted to approve the recommendation.
    vii. The M.M. in Music admission requirement change with the addition of a writing sample. A motion to approve was made and seconded. Discussion followed. CoD voted to approve the recommendation.
    viii. The addition of NURS 6215 Foundations of Advanced Nursing Practice as a requirement and remove NURS 6205 Educational Concepts as a requirement in the M.S.N. Clinical Nurse Leader track. A motion to

approve was made and seconded. CoD voted to approve the recommendation.

ix. A new degree program, an Executive Master of Arts in Sport Management, from the Exercise and Sport Science department was discussed and then tabled by the Council until next week after the courses for the program will be voted on by the Graduate Council.

3) President Houston Davis introduced himself to the Council. Each Council member introduced themselves and listed their reporting departments as well as the number of years on campus. President Davis stated that he would like to meet with each Dean individually and eventually meet with each academic department. He indicated that he is interested in getting the Deans' perspective on the various subsets within the university. He plans to spend his first 90s day gathering information about pressure points around campus.

4) S. Runge reported that the Faculty Emeritus Committee met on January 24, 2017 and chose two of the nominated retired faculty members to receive the Faculty Emeritus award. Faculty Handbook is working to change the maximum number of award recipients from two to three next year. S. Runge asked that the Deans please encourage each of their departments to nominate their retired faculty as deemed appropriate. The Committee indicated a need for more criteria for nomination packets. The Council discussed the possibility of allowing nominations to remain current for up to five years. If the nominee is not awarded in the five years, their department would need to nominate them again.

5) S. Runge stated that he spoke at Academic Council about the minimum class size requirements on Friday, January 20, 2017. He also plans to present the information to Faculty Senate on Thursday, January 26, 2017. A draft handout that outlines the minimum class size requirements was provided to Council for feedback. The intent for creating minimum class size requirements is to more efficiently use our resources. S. Runge also stated that he would like to use classroom space more efficiently by having faculty utilize the EMS calendar.

6) S. Runge gave an update on the mumps cases on campus. Currently, there are two confirmed cases and one unconfirmed case of mumps on campus. Students with waivers or incomplete immunization records will have to be removed from campus for 26 days after the last confirmed case. Seven students received a letter notifying them that they must leave. This letter was provided to the Council members and the faculty members whose students have waivers were notified. S. Runge requested that the Deans please ask the departments to accommodate students who have the waiver. There is a need for protocol for the Graduate School to collect shot records for Graduate

students and provide the information to the Student Health Clinic. A letter from Dr. Pastor will go out to the campus today.

7) S. Runge provided the Council with a draft for changes to the International Admissions standards. These changes were triggered by rule changes at the federal level and the campus needs to be in compliance by fall, 2017. Jane Ann Williams will elaborate on the admission standards when she presents at the February 1, 2017 CoD meeting.

8) S. Runge passed out an Oregon State University Pathways Program for International Students document. This provides an example of the steps that the student may take in the pathway to gain full admission. UCA will need to develop a similar program with the potential involvement of every academic college. The Council will revisit the Pathways Program discussion when Jane Ann Williams presents at the February 1, 2017 meeting. This topic will also be discussed next week with Ms. Williams.

9) S. Runge provided a handout to the Council members about UNC Asheville's Makerspace. EPIC is moving to the College of Business next year but will be maintained as an interdisciplinary program. The handout provides a good example for ways that we can enhance our EPIC program that is already in place. This would be a great opportunity to use UCA's makerspace academically.

10) Provost's Announcements:

- The next Council of Deans meeting is scheduled for Wednesday, February 1, 2017.
- The Provost/Deans meetings for spring semester will be at 10:00 a.m. on February 13, March 20, April 17, May 15, and June 19, 2017.
- Reassigned Time submissions for fall, 2017 are due Friday, January 27, 2017.
- Visiting position requests for fall, 2017 are due Wednesday, February 1, 2017.
- New position, replacements, and new funding for three-year VAP requests are due Wednesday, March 1, 2017.
- Jane Ann Williams will present at the next Council of Deans meeting. She will provide an update on International Engagement's planned activities, discuss International Admissions Standards and the Pathways Program for international students.
- TJ Johnston will present at the next Council of Deans meeting, along with Kim Lane and Jeff Standridge from Arkansas Conductor, to provide and update on the Conductor activities.
- UCA has received an invitation from the International Congress of UNIS to have one or two professors speak at the Congress in Brazil in May.

- Faculty Handbook recommendations will be going to Faculty Senate soon. The biggest change will be the proposed linking of promotion to Associate Professor and Tenure.
- The SGA Banquet on Monday, January 23, 2017 was a fantastic event. University administrators and students, along with Pack Shack, packed 10,349 meals in one hour. The meals were donated to the UCA Food Pantry.

11) Member Reports:

- V. Groves-Scott reported that the CAEP visit is in 2020. Specialty Professional Association (SPA) reports are due in the fall. SPA workshops are ongoing in the spring. 5-6 attended the workshop that was held last Friday, January 20, 2017.
- J. Simon mentioned that the Graduate application process is listed on the Graduate School's website.
- T. Wright stated that Baum Gallery's first exhibits of the semester are opening tomorrow at 4:00. This includes, Tripletta: A Show of Miniature Works by 46 Artists, Magdalena Sole: Mississippi Delta Series, and Holly Laws: Bellwether. Also, Oxford American was nominated for the National Magazine Award and will be competing with all stratus of magazines.
- L. Young stated that the ITAC committee met yesterday. IST has installed Active Directory in 900 of the approximately 4,000 computers on campus. They plan to have it installed on all computers in the next two months.