

**Council of Deans**  
**February 8, 2017**

The Council of Deans met in regular session at 9:00 a.m. on Wednesday, February 8, 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. Graham Gillis and Lindsey Green were present for item number one.

- 1) Lindsey Green spoke with the Council about the requirements and incentive structure for the university's new wellness program, *UCA Be Well*. She provided a handout that outlined the program. Lindsey will be hosting monthly Lunch and Learn sessions to answer employee questions about the program and assist in onboarding them into the system. She stated that she is willing to meet with departments, if needed. Discussion followed.
- 2) The CoD minutes from the February 1, 2017 meeting were approved.
- 3) S. Runge provided an update regarding the ongoing discussion on International Admissions. Students will be either fully admitted into a degree-seeking program or into the Intensive English Program this fall, as there is not enough time to create an approved Pathways Program before that time. There is still a need to address the requirement differences for Graduate and Undergraduate students.
- 4) S. Runge shared a draft of the UCA Online tuition and fees proposal with the Council. K. Boniecki and Michael Judge have performed an analysis of online tuition and fees in the state. Currently, UCA has the highest tuition in the state for students taking six credit hours. The proposal involves a flat rate per credit hour for undergraduate students who are fully online. This would be a significant change for the online-only students. Having the highest tuition in the state, for the six-hour load that is typical for these students, inhibits our ability to grow the online program. The intent of changing the fee structure is to be more competitive in the online marketplace. Discussion followed. S. Runge requested that the Council send any comments about the proposal to K. Boniecki.
- 5) S. Runge led a discussion about student absences during the Drop/Add period. There are instances where faculty members are counting students absent during this time period when they had not yet registered for the class. Students should only be counted absent after they are added to the class roster. Discussion followed. S. Runge asked that the Deans speak to their Department Chairs about the issue and he will discuss it with the Faculty Senate Executives.

6) S. Runge provided a handout to the Council on the proposed amended Withdrawal Policy from Faculty Senate. The proposed policy includes a deadline for withdrawing from a course with a "W" grade, eliminates the "WP" and "WF" grades and an addition of a "WA" (Administrative Withdrawal) grade. The Council discussed whether the "WA" grade should be included on the student's transcript or simply be a Banner designation. L. Young recommended an approval process for allowing withdrawal after the final drop date in unusual cases such as a car accident, etc. Discussion followed. The CoD members did not believe a "WA" should be noted as such on the transcript. They suggested that a "W" should be on the transcript and that the Registrar's Office could keep records, if needed, to document the type of withdrawal. S. Runge will discuss Council's comments with the Faculty Senate Executives.

7) Provost's Announcements:

- The Registrar's Office is currently working on a draft Academic Calendar that includes a Monday start date of each semester. A Monday start was discussed in Faculty Senate but since the views were split, they did not take a position for or against a Monday start. S. Runge presented the information in Executive Staff and it is in the discussion phase; no decisions have been made.
- The next meeting of the Council of Deans will be Wednesday, February 22, 2017 at 9:00 a.m.
- New position and replacement position requests are due to the Provost's office on Wednesday, March 1, 2017.
- Suzanne Massey is needing story ideas for the Academic Affairs Newsletter.
- The Graduate Dean and Director of Sponsored Programs positions have been posted. V. Groves-Scott will chair the search committee. Each Dean needs to nominate three faculty members from their college to serve on the committee. These nominations are due to the Provost this Friday, February 10, 2017.

8) Member Reports:

- J. Glenn stated that UCA's accreditation reaffirmation has not yet been approved by HLC's Institutional Actions Committee (IAC). The IAC meets ten times per year, so we expect their decision soon.
- M. Lee stated that Dr. Ken Barnes was selected to receive the J.G. Ragsdale Book Award in Arkansas History for his book titled *Anti-Catholicism in Arkansas*. The award will be presented in April at the annual conference of the Arkansas Historical Association.

- In follow-up to her email, J. Simon reminded the Council of Sponsored Programs' tight schedule in February and March due to short staffing and to please submit grant proposals as soon as possible.
- T. Wright provided the Council with a list of upcoming events in the College of Fine Arts and Communications:
  - The Symphonic Band will perform at Reynolds Performance Hall on Thursday, February 9, at 7:30 p.m.
  - The Conway Symphony Orchestra: Danny Elfman- Music of Tim Burton will be held at Reynolds Performance Hall on Saturday, February 11, at 7:30 p.m.
  - David Cutler, Art Entrepreneur, will be at the Snow Fine Arts Recital Hall on Sunday, February 19, at 7:30 p.m.
  - Marc Lamont Hall will give a lecture at Reynolds Performance Hall on Monday, February 13, at 7:30 p.m.
  - Cirque Eloise Saloon will be at Reynolds Performance Hall on Tuesday, February 14, at 7:30 p.m.
- S. Addison stated that:
  - The Planetarium shows in the new planetarium have had excellent attendance. The daytime shows are currently full through May.
  - The Posters at the Capitol will be held next Wednesday, February 15. The College of Natural Science and Mathematics Dean, Associate Dean and Department Chairs will be in attendance.

The meeting adjourned at 11:00 a.m.