

Council of Deans

April 5, 2017

The Council of Deans met in regular session at 9:00 a.m. on Wednesday, April 5, 2017. Steve Runge presided and the following members were present: Jonathan Glenn, Michael Hargis, Maurice Lee, Tammy Benson (attending in the absence of Vicki Groves-Scott), Kurt Boniecki, Joan Simon, Jimmy Ishee, Terry Wright, Stephen Addison and Laura Young.

- 1) The CoD minutes from the March 15, 2017 meeting were approved.
- 2) Action items of the March 16, 2017 UCA Graduate Council were considered as follows:
 - The addition of EXSS 6316 Data Analysis as an approved research/statistics required course option for the MS in Family & Consumer Science. A motion to approve was made and seconded. CoD voted to approve the recommendation.
 - The changing of BIOL 5100 Field Studies in Biology to variable (1-4) credits (5V00). A motion to approve was made and seconded. Discussion followed. CoD voted to approve the recommendation.
 - The increasing of BIOL 6V01 Thesis Research from a maximum of three to four credit hours. A motion to approve was made and seconded. Discussion followed. CoD voted to approve the recommendation.
 - J. Simon discussed the Graduate Council's concerns with the draft Leave of Absence Policy. The Council discussed these concerns and the purpose of the policy. S. Runge requested that J. Simon provide the Council with the draft policy, the university's policy on leave for 12 months, the continuous enrollment policy, and the number of students affected by this. These items will be discussed at next week's meeting of the Council of Deans.
- 3) S. Runge provided the Council with a handout listing the responses from each Dean about their planned research events. He would like for the colleges, including the Honors College, to combine their research events into one full research week. The event should be scheduled for the last full week of classes before spring final exams. In AY18, the week will be April 16-23, 2018.
- 4) Provost's Announcements:
 - The next meeting of the Council of Deans is scheduled for 9:00 a.m. on Wednesday, April 12, 2017.
 - Natalie Flemming and Ashley Pettingill will discuss Study Abroad Proposals for 2018 at the next CoD meeting.

- An article on the topic of collegiality was provided to the Council. When the departments are revising their Tenure and Promotion criteria, it would be a good opportunity to discuss collegiality and professionalism. The Provost encourages departments to consider developing criteria to evaluate collegiality and professionalism as components of faculty performance. In addition, the department guidelines also need to reflect that if a faculty member's teaching ability is weak, they should not expect a positive recommendation for tenure. The Deans are asked to bring any feedback that they receive from the departments to discuss with the group.
- Ashley Pettingill will be the acting leader of International Engagement for the month of April. Beginning May 1, 2017, Phillip Bailey will serve as the Interim Associate Vice President for FY18.
- Mark Mullenbach will serve as the Interim Associate Dean for the College of Liberal Arts beginning July 1, 2017. Lynn Burley will be the Interim Chair for the Languages, Linguistics, Literatures and Cultures department beginning May 1.
- The Higher Learning Commission (HLC) Conference in Chicago was this past weekend. S. Runge attended several meetings that discussed the Open Pathway. The University will need to prepare and submit an Assurance Argument in year four that builds on the Argument that was submitted during the most recent HLC site visit. At the conference, there was emphasis on the need for universities to have a standing HLC Committee in order to stay vigilant while moving forward. J. Glenn stated that the university's HLC Committee would be a monitoring committee instead of a steering committee.
- The Provost's Ice Cream Social will be on Thursday, April 13, 3:00-4:30 in the Student Center Room #203B. This is an opportunity for minority faculty and staff to discuss any issues that they have in mind.
- An Advanced Placement (AP) Credit Policy Survey handout was provided to the Council. The survey is a data collection effort by ADHE where they are trying to determine how our university awards credit to AP classes. The need is to create uniform standards in awarding AP credits across the state. One survey will be submitted on behalf of the entire university. If the Deans have any feedback to provide before the survey is submitted, please email the information to S. Runge, copying J. Glenn.
- The UCA Wellness Program was discussed. The Deans are receiving questions about the status of the program. Discussion followed.

5) Member Reports:

- J. Glenn stated that he needs information for the Board of Trustees meeting by April 14. He will be in training Monday through Thursday next week and may be slower in responding to the Council's emails during that time.

Board items that go to ADHE are due by May 1 and then ADHE will meet on July 28. Discussion followed.

The April 21 Coordinating Board meeting will be at Arkansas Tech in Russellville.

- M. Hargis asked about the process for adding the Graduation Application, Drop/Add forms, and any other process that is a paper process for UCA Online so that the fully-online students do not have to complete a paper copy. Discussion followed.
- M. Lee asked if the Digital Measures form could be added to the Digital Measures system instead of having to be retrieved from the Academic Affairs website.
He also expressed his appreciation to the Provost for his support of the upcoming Arkansas Voices for Those Left Behind event.
- T. Benson announced that Vicki Groves-Scott and Donna Wake were in California presenting at an Apple Conference.
- J. Simon stated that there are still some research funds available for use in this Fiscal Year. If there is a group that could use those research funds, they can submit an application for those funds.
- T. Wright stated that the Senior BA/BFA exhibit opens on Thursday, April 6, 2017. Soundscapes, an Evening of Musical Artistry, will be held Thursday, April 6, at Reynolds Performance Hall.
- S. Addison stated that the annual meeting of the Arkansas Academy of Sciences will be held this upcoming weekend. Currently, there are 280 people registered. The College's and Academy's poster session will be Saturday at 9:00.
- L. Young stated that in some cases, the Registrar's Office is receiving graduate applications from faculty advisors without approval by chairs of course substitutions. In those particular circumstances, the chairs have been notified. The Registrar's Office is asking for better communication from the departments when a substitution is approved. We have also seen instances where departmental checksheets do not agree with the undergraduate bulletin and this is causing significant delay and student frustration.

The meeting adjourned at 10:40 a.m.