

**Council of Deans
September 13, 2017**

The Council of Deans met in regular session at 9:00 a.m. on Wednesday, September 13, 2017. Provost Michael Hargis presided and the following members were present: Jonathan Glenn, Ken Griffin, Peter Mehl, Vicki Groves-Scott, Kurt Boniecki, Jacquie Rainey (in the absence of Jimmy Ishee), Terry Wright, and Stephen Addison.

1. The CoD minutes from the September 6, 2017 meeting were considered and approved.
2. M. Hargis discussed the Strategic Budget Advisory Committee budget requests. He asked that each college limit their requests to four items. The group identified the items they felt were the main areas of need. M. Hargis asked that the Council share their proposals with him as they were completed, but no later than September 27, 2017. Discussion followed.
3. M. Hargis provided the Council with the two spreadsheets that will be used during the zero-based budgeting exercise. He discussed the forms and stated that they will be explained in greater detail during the budget training that each college is scheduled to attend. Once a group attends the budget training, they will have one week to complete their budget form and submit it to the Provost for approval before it is due to the Budget Office. Discussion followed.
4. M. Hargis stated that in an effort to reduce the volume of emails coming from the Academic Affairs account, the Provost's office will now be sending out a once-weekly email listing upcoming events that are submitted for dissemination. Any department wanting to share an upcoming event will need to include the event date, name, location, and a link to their site that will provide further detail about the event. Discussion followed.
5. V. Groves-Scott discussed the 2018 Best Online Programs Survey that she received from U.S. News. In years past, she has not had enough data to complete the survey. She has worked closely with Institutional Research to try and obtain the data, but there are still survey questions that cannot be answered. She asked if any of the other colleges were experiencing the same issues and whether Institutional Research and UCA Online could look at the data that is not being collected. Discussion followed.
6. Member Reports:
 - S. Addison stated that he had a very productive meeting last week with University of Arkansas at Fort Smith regarding a new Lewis Stokes alliance. UCA will co-lead the alliance with UA Fort Smith.
 - T. Wright announced that there will be several Little Rock Central High events over the next two weeks, beginning with the Kick-Off Event in the Mirror Room

next Monday. Henry Louis Gates, Jr. and Tonia Leon will be speaking at Reynolds Performance Hall on September 25.

- K. Boniecki stated that he has contacted the appropriate deans individually regarding nominating faculty representatives to collaborate with ADHE in setting the standard AP scores across the state. He needs the nominations by Monday so that the names can be submitted to Mason Campbell at ADHE. Although the Assessment Plan Timeline has been extended from December to May, he asked that the deans encourage their chairs to continue their work on departmental assessment plans and submit them as soon as possible as the plans have to be reviewed by the Academic Assessment Committee before the end of the academic year. The committee meets on the second Wednesday of each month from September through May; so any plans being submitted need to be sent in before the first Wednesday of the month for consideration in that same month.
- V. Groves-Scott stated that the College of Education's Specialized Professional Association (SPA) accrediting reports are due on Friday. They will continue their work in finalizing their reports. Donna Wake is working one-on-one with those who have not yet completed their reports.
- P. Mehl provided the Council with a handout about Peacework. It is an organization that focuses on civic engagement abroad. Steve Darr, the Executive Director of Peacework, met with Provost Runge, P. Mehl, Lesley Graybeal and Natalie Flemming on campus during the summer. He is interested in coming back to campus this fall, meeting with interested faculty and forging a partnership with UCA. P. Mehl would like the Council to review the document and request feedback from their chairs and faculty. He plans to discuss the program with the Honors College, as well. The College of Liberal Arts is hosting an Outreach series titled Immigration and America. The event will be Tuesday, September 26, at 7:00 at UCA Downtown. There will be three expert panelists, Dr. Michael Rosenow with the Department of History at UCA, Dr. Bill Schwab with the Department of Sociology at the University of Arkansas, and Mr. Russell Carey with the Winthrop Rockefeller Foundation.
- K. Griffin reported that representatives from the College of Business and Admissions attended student fairs on Monday and Tuesday in Northwest Arkansas. Some events had good attendance while others were less attended. Also, Biz Fest, the College of Business Day on the Lawn, will be held in front of the College of Business on September 20.

7. Provost's Announcements:

- The next Council of Deans meeting will be Wednesday, September 27, at 9:00 a.m.
- The Provost has had two meetings with Director of Admissions, Courtney Bryant. Admissions has been collecting data on the number of students that decide to attend UCA after attending a Bear Facts Day. Courtney has been invited to attend

a future Council of Deans meeting to discuss recruitment strategies. There will be a meeting about Bear Facts Day tomorrow. Please plan to attend and encourage the attendance of the chairs.

- The faculty liaison for the Diversity office has resigned and needs to be replaced. Please nominate one faculty member from each college for consideration of the position. Send your nominations to Alicia Crow by the beginning of next week. M. Hargis will share the list of nominees with President Davis and Vice President Williams for consideration. Keep in mind that this person will play an active leadership role in the Office of Institutional Diversity. In the past, this position has been responsible for writing the Diversity Report and planning events, among other duties.

The meeting adjourned at 11:20 a.m.