

**Council of Deans**  
**October 4, 2017**

The Council of Deans met in regular session at 9:00 a.m. on Wednesday, October 4, 2017. Provost Michael Hargis presided and the following members were present: Jonathan Glenn, Ken Griffin, Peter Mehl, Donna Wake (in the absence of Vicki Groves-Scott), Patricia Smith, Kurt Boniecki, Angela Barlow, Jimmy Ishee, Terry Wright, and Stephen Addison.

1. M. Hargis welcomed Dr. Patricia Smith, Interim Dean of the Schedler Honors College, as the newest member of the Council of Deans.
2. The CoD minutes from the September 27, 2017 meeting were considered and approved with Donna Wake and Stephen Addison abstaining.
3. Action items from the September 19, 2017 Undergraduate Council meeting were considered as follows:
  - Add WRTG 4381/Special Topics in Writing as a required course for the Major in Writing;
  - Convert WRTG 3310/Technical Writing from a requirement to an elective in the Writing Studies track and add as a requirement to the Professional Writing track;
  - Remove the requirements of one Creative Writing forms course and one upper-division Linguistics course from the General Writing track;
  - Add WRTG 4360/Research Methods in Writing Studies as a requirement in the Writing Studies track;
  - Add WRTG 2330/Introduction to Writing Studies as a requirement in the Writing Studies track;
  - Remove WRTG 4307/Practical Rhetoric from the list of requirements for the Professional Writing track in the BA in Writing;
  - To remove the following courses as electives in the Professional Writing track of the Writing major: LING 4320, LING 4360, LING 4370, WRTG 3320, WRTG 3325, WRTG 3335, WRTG 3345, WRTG 3370, WRTG 3371, WRTG 3375, WRTG 3376, WRTG 3377, WRTG 4324, WRTG 4340, as well as the wording “any creative writing forms course”, and “any creative writing workshop” under electives;
  - From the Department of History, a new course proposal for HIST 1376/FYS Historical Perspectives on Responsible Living;
  - From the Department of History, a new course proposal for HIST 4372/Pan-Africanism, Anitcolonialism, and African Unity with one minor revision to delete a sentence from the Undergraduate Bulletin;
  - From the Department of Sociology, Criminology, and Anthropology, a new course proposal from CRIM 4325 Drugs and Society;

- From the Department of Marketing and Management, to change the course level for MGMT 3385 to MGMT 4385/Safety and Motor Carrier Policy and to add existing course MGMT 3315/International Business Communications to the UCA Core as an Effective Communication course;
- From the Department of Management Information Systems, to add MIS 3300 Introduction to Computer Architecture and Programming as a required course in the MIS major and;
- From the Department of Management Information Systems, to provide specification for elective courses in the Business Administration minor that will require students to take at least one course in five of the seven business disciplines.

A motion to approve was made and seconded. The Council voted to approve all action items.

4. Action items from the September 21, 2017 Graduate Council meeting were considered as follows:

- Revision of the graduate faculty criteria for the Occupational Therapy Department;
- New course GEOG 6370 Advanced GIS from the Geography Department, MGIS program;
- Deletion of the GRE admission requirement for the M.A. in Spanish and the Graduate Certificate in Spanish and;
- Deletion of the GRE admission requirement for the M.M. in Music and the Graduate Certificate in Music.

A motion to approve was made and seconded. The Council voted to approve all action items.

A. Barlow discussed plans to submit a Graduate School policy change to remove the GRE as an admission requirement. Those programs wanting to continue using the exam will need to include this requirement in their Graduate Bulletin Field of Study admission language. Discussion followed.

5. Member Reports:

- J. Glenn reported that there has been a good faculty response for institutional delegates participating in the Presidential Investiture. 86 faculty members accepted the invitation to be an institutional delegate, and overall more than 100 faculty members will be attending the ceremony.
- K. Griffin stated that he had just returned from a recruiting trip in Fayetteville. He attended with Clint Brown from Admissions and the event hosted 550 business students. Courtney Bryant created a Parent Guide that was distributed at the event.

The guide, which includes information about UCA, scholarships, and financial aid deadlines, was well-received.

- D. Wake shared that the College of Education will hold a writing program this summer. They will also host a conference in the spring for high school students from across the state who are interested in education. They expect 500-600 attendees. The college has also just submitted 12 SPA reports on September 15 for national accreditation.
- P. Smith reported that the Honors College is in the midst of Challenge Week. They expect approximately 300 participants. There are events scheduled every night this week that focus on the Big Data theme. She will also be making a presentation to the Scholarship Committee in the coming weeks to ask the university to reconsider the way that scholarships are awarded.
- K. Boniecki reminded the Council that sabbatical leave applications are due tomorrow, October 5. Please submit the applications to Suzanne Massey. He also stated that an email from Academic Affairs went out to campus this morning announcing an extension to the GradesFirst reporting period deadline from October 11 to October 18.
- A. Barlow stated that the Sponsored Program reception will be tomorrow from 3:00 until 5:00 with remarks being made at 3:15 by President Davis, Provost Hargis, and Dr. Barlow. She provided the Council with a handout of a draft agenda for the Grant Resource Center campus visit that is scheduled for January 8 through January 10.
- J. Ishee shared that The Marian Ross Lectureship presented by Dr. Kenneth Ottenbacher, a UCA graduate, will be held at 8:30 a.m. on Friday, October 6. They anticipate 75-100 Occupational Therapy students to be in attendance.
- T. Wright stated that the Little Rock Opera was the lead story in the Style section of the New York Times on Monday. Werner Herzog will be at Reynolds Performance Hall tomorrow night at 7:00, Alexander Weinstein will be in residence October 5 and 6, and the Arkansas Shakespeare Theatre reveal party will be at the President's house tomorrow night.
- S. Addison reported that he attended the state meeting of engineering deans last Wednesday. UCA will be hosting the next meeting which will be held in the spring.

#### 6. Provost's Announcements:

- The next Council of Deans meeting will be Wednesday, October 11, at 9:00 a.m.
- The Cyber Security press conference will be today at 2:00 with Dean Addison as the featured speaker.
- The Board Meeting will be this Friday at 10:00. Academic Affairs will present the 2019/2020 Academic Calendar and an update to Board Policy 409 which involves intellectual property.

- Distinguished Faculty Emeritus nominations are due to the Provost's office on Monday, October 16.
- Position postings to be distributed at the SREB conference are due October 18.
- Drew Courtway and Jennifer Newton will attend next week's meeting to discuss the Gramm-Leach-Bliley Act Safeguards Rule. They presented the information to Executive Staff last week and have plans to present to the Academic Council at their next scheduled meeting.
- UCA has had a relationship with Windstream for about seven years and, during that time, telephone rates have not increased. When the contract was renegotiated last year, Windstream was allowed to adjust their rates to be more in-line with their competitors. We are trying to get more details about the increase and will pass any information on to the Council once it is received.
- Still working on the SBAC proposals. The requests are being compiled based on last week's discussion.
- In a recent meeting with Hershila Lallu, SGA President, she indicated that SGA is interested in pursuing two initiatives: looking into how Latin honors are awarded and expanding the Grade Forgiveness policy to include "C" grades.

The meeting adjourned at 10:25 a.m.