

**Council of Deans
January 9, 2019**

The Council of Deans met in regular session at 10:00 a.m. on Wednesday, January 9, 2019. Provost Patricia Poulter presided and the following members were present: Jonathan Glenn, Michael Hargis, Jacquie Rainey (in the absence of Jimmy Ishee), Victoria Groves-Scott, Patricia Smith, Kurt Boniecki, Angela Barlow, Thomas Williams, Terry Wright, and Stephen Addison. Graham Gillis, Mindy Pipkin and Warren Readnour were present for items one through three (e).

1. P. Poulter shared information on the holiday meal and game night that occurred over the winter break for the students living on campus. The meal and activities were sponsored by Academic Affairs, SGA, and the faculty and staff senates. The event was a success and will be offered again next year.
2. The minutes from the December 12, 2018 meeting were considered and approved with one item amended.
3. Warren Readnour led a discussion on the impact of the Fair Labor Standards Act on the various graduate assistantship classifications. Although some classifications may be exempt from the minimum wage/overtime requirement, students receiving a salary as Graduate Administrative Assistant (GAA) are non-exempt based on the duties and responsibilities of the position. UCA will need to change the way we pay GAAs or will need to reclassify or redefine the position. P. Poulter requested that members research how other higher education institutions have resolved this dilemma. The item will appear back on the agenda in three weeks for further discussion.
4. The action items from the December 13, 2018 Undergraduate Council (UGC) meeting were considered and approved.
5. K. Boniecki discussed the upcoming UGC proposal to remove the current 60 hour senior college rule (Bulletin Section 2.1.3) for transfer students.
6. P. Poulter provided an update on the AVPEM position. The search committee continues to review applications.
7. P. Poulter reported that the search committee for the Director of Assessment position will receive their charge this Friday, January 11, 2019.
8. P. Poulter discussed ideas for the professional advising implementation process and best practices for non-faculty advisors. The plan is to pilot the process in two colleges and to create virtual advising. Council members were asked to send her their suggestions for who should serve on the implementation planning committee and their faculty advisor recommendations.

9. A. Barlow shared a new timeline for submitting GA paperwork.
10. P. Poulter discussed mid-tenure review in the Faculty Handbook. Council members were asked to review the current proposal from FHB and to share it with their chairs. P. Poulter would like feedback before next Friday's Academic Council meeting.
11. P. Poulter shared information from legal counsel concerning UCA's foreign nationals faculty. Please send any corrections on the spreadsheet report to Mindy Pipkin.
12. P. Poulter reported that due to the federal government shut down, students working on federal grants, such as the NSF, will not get paid unless money has already been disbursed to the university.
13. P. Poulter discussed the need to revise paperwork for extended leave requests for faculty.
14. P. Poulter shared enrollment figures to date. FTFT student retention is 74.3%, the highest rate in the past 13 years. FTE is down, but graduate and international enrollments are up.

The meeting adjourned at 11:25 a.m.