

UCA Council of Deans  
October 30, 2019  
Minutes

The Council of Deans met in regular session at 9:00 a.m. on Wednesday, October 30, 2019. Provost Patricia Poulter presided and the following members were present: Jonathan Glenn, Michael Hargis, Jimmy Ishee, Victoria Groves-Scott, Patricia Smith, Kurt Boniecki, Angela Barlow, Thomas Williams, Terry Wright and Stephen Addison.

1. The minutes from the October 16, 2019, meeting were considered and approved.
2. Action Items:
  - a. Action items from the October 15, 2019, Undergraduate Council meeting were considered as follows:
    - i. Computer Science/Computer Engineering: remove MATH 2471, CHEM 1450 and PHIL 3320; add MATH 3320, CSCI 4321 and 3 credit hours in elective.
    - ii. Geography: add existing course GEOG 3300 to the UCA Core in the upper division Diversity and Effective Communication areas.
    - iii. English: add new course ENGL 4363 Topics in Advanced Film and Literature.
    - iv. Mathematics/Pure Mathematics: increase the required credit hours for the BA major in mathematics from 39 to 43 by adding required course MATH 2441 Mathematical Computation; increase the required credit hours for the BS in Mathematics / Pure Mathematics Track from 39 to 43 by adding required course MATH 2441 Mathematical Computation; increase the required credit hours for the BS in Mathematics / STEMteach Pure Mathematics Track from 42 to 46 by adding required course MATH 2441 Mathematical Computation.
    - v. Music: change the course number/credit value of MUS 2311 to MUS 3311 Musical Development and Learning.
    - vi. University Scholars Program to add new course USCH 3320 Multidisciplinary Research Methods
  - b. A motion to approve was made and seconded. The Council voted to approve all action items.
3. Discussion Items:
  - a. P. Poulter recognized the work of J. Glenn and his research on changes to the grade forgiveness policy. Discussion followed.
  - b. P. Poulter provided an update on Irby and the mitigation of issues identified in the building. T. Williams shared his gratitude for the work of Peter Mehl, Larry Lawrence and the physical plant team in regards to air quality testing. Discussion followed.
  - c. P. Poulter provided an update on the Resource Optimization Initiative and noted that a working group will soon begin meeting weekly.
  - d. P. Poulter provided an update on the VOIP rollout; phase one is currently underway.
  - e. P. Poulter shared that she will be providing a brief report to the Board of Trustees at their December meeting. Topics to be reviewed include EAB, Council for Student Success, Momentum Year and Meta-majors. J. Ishee provided a progress update of the Meta-majors working group. Discussion followed.
  - f. K. Boniecki solicited feedback and questions regarding MyMajors for an upcoming discussion with Amanda Jones.
  - g. T. Williams provided an update regarding work of the CAHSS task force. He noted the creation of three additional working groups (Culture & Mission, Budget and Committees

& Representation). The working groups will meet on the second Friday of the month and the task force will meet on the fourth Friday.

- h. A. Barlow provided an update on Student Undergraduate Research Fellowships (SURF), noting the increase in submissions.
  - i. J. Glenn led discussion on the modification of performance evaluations for Deans and Chairs, including the self-evaluation component, question sets, response rates, evaluation timeframe, communicating changes and overall best practices.
  - j. P. Poulter provided an update on the placement of the National Motto signs in classrooms throughout campus.
  - k. P. Poulter confirmed the decision to reorganize assessment responsibilities in Academic Affairs. As of January 1, 2020, Dr. Jacob Held, will have his responsibilities reconfigured to include Academic Assessment and working with the Academic Assessment Committee on assessment activities related to non-accredited academic programs. Dr. Held will continue his work with the UCA Core, partnering with CTE to provide support for those teaching in the Core, coordinating assessment of the Core, and collaborating with the UCA Core Council. Dr. Held will hold the title of Assistant Provost for Academic Assessment and General Education and will report directly to Dr. Glenn. The responsibilities, title and compensation are in keeping with that of an Assistant or Associate Dean.
  - l. P. Poulter announced that Mindy Pipkin, Associate General Council, has resigned from her position at UCA; she will be moving to UALR. Any immigration matters should be directed to Human Resources and/or Warren Readnour.
  - m. P. Smith shared an infograph on the geographical diversity of the Honors College student population.
  - n. P. Poulter shared that a decision has been made to cut cable in the residence halls, only. Service will be replaced by Swank Motion Pictures streaming. The impact on access to Channel 6 is still being examined. This change will result in an anticipated significant savings to the campus.
4. Important Dates:
- a. Honorary Doctorate Nominations due to the Provost by October 31
  - b. Annual Reports due to the Provost by November 1
  - c. Transfer Day – November 12, 2019
  - d. Board of Trustees Meeting – December 6, 2019
  - e. Winter Commencement: Graduates at 7:00 p.m. on December 13, 2019 and Undergraduates at 10:00 a.m., 1:00 p.m. and 3:30 p.m. on December 14, 2019
  - f. Promotion and/or Tenure Applications due to the Provost by January 15, 2020
  - g. Upcoming CoD meetings:
    - i. November 13
    - ii. December 11